

**St. Paul's Episcopal Church
Cary, North Carolina
Vestry Minutes
July 21, 2025**

Mission Statement: Worship. Serve. Grow.

Identity Statement

St. Paul's Episcopal Church in Cary is home to an active, caring, and diverse congregation of the Episcopal Diocese of North Carolina. Through corporate worship, spiritual development, fellowship, and service we continue to grow together in faith. We strive to be Christ's welcoming, reconciling and transforming presence in the world through our many and varied ministries.

Call to Order

The Rev. Sarah Phelps called the vestry of St. Paul's Episcopal Church to order at 7:15 p.m. on Monday, July 21, 2025. The following members of the vestry were present: John Goehrke, Colette Hibbard, Brad Hirschy, Andrea Johnson, Cindy Kager, Dan Loughlin, Allison Moon, Randall Robinson, Karen Smith and Glenda Swann. Carrie Hess and Vickie Johnson were absent. Clerk Lanny Wase was present. Aleta McClenney, Co-chair of the Rector Search Committee, was present as a guest.

Formation

Opening Prayer: Allison Moon opened the meeting with prayer. Andrea Johnson volunteered to bring a prayer for the next meeting.

Discussion

Sarah Phelps allowed time for open discussion about the Rev. Javier Almendárez-Bautista's accepting a call to become the rector of Church of the Holy Family in Chapel Hill. Vestry members expressed their gratitude and great appreciation for his ministry at St. Paul's as well as sadness at his departure. Sarah and Dan will work on a message to the parish.

Review:

1. June Vestry Minutes: Dan Loughlin made a motion to accept as amended the minutes of June 16, 2025. Glenda Swann seconded and the motion was passed by unanimous voice vote.

2. June Action Register: The register was reviewed and the items discussed. It was suggested that suncatchers could be sold at the fall kickoff and also during Advent. Allison Moon and Carrie Hess will look into this.

Reports

1. Search Committee: Lanny Wase reported that when the parish profile is completed it will be sent to the diocese to be posted online for potential rector candidates to view. It will be posted for approximately six weeks, which would be mid-September. She and Aleta McClenney will get in touch with Marion Sprott, Transition Ministry Officer for the Diocese, to work on next steps, the interview process and expectations. She thanked the members of the Search Committee for their work so far and listed their names. Aleta McClenney then fielded comments and questions about the questions and responses section of the portfolio. She will add a link for the St. Nicholas Ministry. Glenda Swann made a motion that the portfolio be enthusiastically approved. Andrea Johnson seconded and the motion was passed by unanimous voice vote.

2. Proposal for Next Rector's Compensation Package: Treasurer John Goehrke presented much comparative data about rector salaries. Following discussion, Cindy Kager made a motion to advertise the position at \$150,000 per year. Randall Robinson seconded and the motion was passed by unanimous voice vote.

3. Proposal for Employee Health Insurance Cost-Sharing: Treasurer John Goehrke began by noting that employee healthcare expenses are approximately 10% of overall budget expenses. He recommended for 2026 that we keep the HAS/20 policy the same, but with one exception. If clergy or staff sign up for this, the

parish will cover the entire expense for a single, with a \$2,000 contribution to their HSA fund. If they sign up for this plan for an Employee +1 or Family, the parish will pay 90% of the incremental cost above the single plan. For the PPOs, he recommends that the parish pay for an individual up to the PPO/80 level. If the employee still wants the PPO/90 plan as an individual, they will have to pay the difference between the two plans. If the employee would like to add a spouse or family, they could choose from any plan up to the PPO/80 plan and the parish will cover 100% of the employee's expense and will split (50/50) the additional cost of adding the spouse or family. If they want the PPO/90 plan, they pay the difference between that and the PPO/80 plan. For dental insurance, the parish will pay 100% of the Delta Comprehensive Plan. If an employee wants the Premium plan, they will pay the difference between the two plans.

Allison Moon made a motion accept the proposal above. Andrea Johnson seconded and the motion was passed by unanimous voice vote.

3. Treasurer's Report: Treasurer John Goehrke summarized the June Treasurer's Report. Total income of \$76,430 was favorable to budget for the month by \$10,368 and favorable year to date by \$14,021. Total expenses of \$91,863 were favorable to budget for the month by \$6,193 and favorable year to date by \$23,729. Net income of (\$15,434) was favorable to budget by \$16,560 for the month and net income year to date of \$62,960 was favorable by \$37,750. Month end total cash was \$761,688. Of this amount, \$537,395 is earmarked for restricted funds. There was \$213,713 in operating cash. Colette Hibbard made a motion to file the June Treasurer's Report, Balance Sheet, and Profit and Loss Sheet with the July minutes. Allison Moon seconded and the motion was passed by unanimous voice vote.

4. 2025 Diocesan Convention Alternates: Glenda Swann nominated the following people as alternates for the 2025 Diocesan Convention: Cindy Kager, Dan Loughlin, Vickie Johnson, Colette Hibbard. Andrea Johnson seconded and the motion was passed by unanimous voice vote. The regular lay delegates are: Karen Smith (through 2025), Heather gates (through 2025), Tom Fransen (through 2025) and Cathryn Lamb (through 2026).

5. Junior Warden Report: Randall Robinson reported that the air conditioning in the Curry Center was out for 18 days. The tenants were unable to use the building during that time. Randall made a motion to pro-rate their rent for the month, taking this into consideration. John Goehrke seconded and the motion was passed by unanimous voice vote.

6. Ministry Highlights: This item was tabled until the August meeting.

7. Interim Rector – Staffing Updates: Sarah Phelps discussed options for filling Javier's position in the near future. His main areas of focus are: Adult Formation, Outreach, Pastoral Care and IT. Sarah noted that there is very good lay leadership in all of these areas. She hopes to hire part-time clergy help as needed, but is not planning to hire a permanent Associate Rector.

Javier's last day will be August 24, 2025. He has over one month of vacation accrued. Cindy Kager made a motion to keep Javier on the payroll through the end of September, including all benefits, and to transfer the \$1,000 in his sabbatical fund to Church of the Holy Family in Chapel Hill. Karen Smith seconded and the motion was passed by unanimous voice vote.

Elephants and Flamingos

There were no discussions under this topic.

Wrapup and Announcements

Additions to the Action Register: There were no new items.

Respectfully submitted,

Lanny Wase, Clerk