

**St. Paul's Episcopal Church
Cary, North Carolina
Vestry Minutes
August 18, 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 7:00 p.m. on Monday, August 18, 2025. The following members of the vestry were present: John Goehrke, Carrie Hess, Colette Hibbard, Brad Hirschy, Andrea Johnson, Vickie Johnson, Cindy Kager, Dan Loughlin, Randall Robinson, Karen Smith and Glenda Swann. Allison Moon was absent. Also present were Clerk Lanny Wase and Erica Ridderman, Lay Minister for Children, Youth, and Family Formation.

Formation

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

Discussion of "Wholehearted Stewardship" article: Vestry members commented on the need for year-round stewardship and the importance of different messaging to different generations. The idea of matching contributions for youth pledges also received positive comments.

Henri Nouwen's "The Spirituality of Fundraising": Sarah recommended this for additional reading.

Review:

1. July Vestry Minutes: Colette Hibbard made a motion to accept as written the minutes of July 21, 2025. Glenda Swann seconded and the motion was passed by unanimous voice vote.

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

Reports

1. Treasurer's Report/Finance:

- a. **July and Year to Date Financial Reports:** Treasurer John Goehrke summarized the July Treasurer's Report. Total income of \$68,799 was unfavorable to budget for the month by (\$15,651) and unfavorable year to date by (\$1,630). Total expenses of \$98,400 were favorable to budget for the month by \$5,476 and favorable year to date by \$29,205. Net income of (\$29,600) was unfavorable to budget by (\$10,174) for the month and net income year to date of \$33,359 was favorable by \$27,576. Month end total cash was \$728,987. Of this amount, \$505,399 is earmarked for restricted funds. There was \$184,125 in operating cash. Carrie Hess made a motion to file the July Treasurer's Report, Balance Sheet, and Profit and Loss Sheet with the August minutes. Vickie Johnson seconded and the motion was passed by unanimous voice vote.
- b. **2024 Audit Report:** As in previous years, St. Paul's received a very clean audit report. Gratitude was expressed to Brandy Satterfield for her work on this. Cindy Kager made a motion to accept the 2024 Audit Report which will be submitted to the diocese. Dan Loughlin seconded and the motion was passed by unanimous voice vote.

2. Interim Rector

- a. **Transition Issues and Projects:** Sarah Phelps reported that she has been working on an administrative analysis. She has been reviewing financial policies and procedures, the budget process and stewardship. She is also looking into staffing, including salaries, job descriptions and any possible missing pieces. She is investigating new church management software and looking into an audit of IT systems. Currently, the vestry has Procedures, but not by-laws. The diocese is encouraging parishes to have by-laws. There are templates available. Sarah is also taking a survey of ministry areas that are challenged. Glenda Swann and Carrie Hess volunteered to perhaps help with focus groups in the area of music.
- b. **Staffing Updates:** Sarah is looking into hiring someone, possibly half-time, to do some preaching, adult formation and pastoral care. She and Erica have decided not to pursue a Duke Divinity field education student this year.

3. Wardens

- a. **Endowment Board Q2 Report:** Dan Loughlin reported that all funds have favorable variances as of the end of the quarter. The Endowment Board has accepted 2024 disbursements totaling \$14,329. Endowment Board member Peter Thornton is working on several ideas that can be used to promote the Endowment. One is to indicate which items at church have been funded by Endowment distributions. The Endowment promotion will take place in the spring so as not to take the focus from stewardship. Carrie Hess made a motion to accept the Endowment Board Q2 Report. Glenda Swann seconded and the motion was passed by unanimous voice vote.
 - b. **Review of Sublease Contract for Curry House:** Celia Hartnett would like to sublease one of the rental spaces at the Curry House. Lawyer Bill Bystrynski has drawn up a sublease agreement which needs vestry approval. Following discussion about insurance, the issue was tabled until more information can be gathered.
 - c. **Annual Campaign Committee and Initial Plans:** Dan Loughlin and Randall Robinson are building a stewardship team. Peter Thornton and Chris Reddinger will be helping the committee. The committee is thinking of possibly holding small group sessions.
 - d. **Tree Root Damage:** Dan Loughlin noted that a St. Paul's neighbor has reported damage to his driveway caused by tree roots on church property. Dan will look into this issue.
4. **Facilities:** Glenda Swann reported that the Kitchen Committee is working well and has no concerns. The Furnishing, Fixtures and Finishes Committee has not been active lately. Nancy O'Dowd is always willing to help or give advice as needed. The Courtyard Committee has recently replaced a dogwood tree. They had 24 volunteers at their last work day!
5. **Lobster Fest:** There was discussion about designating recipients of proceeds in Lobster Fest publicity. Glenda Swann made a motion that the proceeds go to outreach ministries and that the vestry will determine ministries and amounts later. Cindy Kager seconded and the motion was passed by unanimous voice vote.

Elephants and Flamingos

There were no discussions under this topic.

Respectfully submitted,

Lanny Wase, Clerk