St. Paul's Episcopal Church
Cary, North Carolina
Vestry Minutes
August 17, 2026

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:
Senior Warden Randall Robinson called the vestry of St. Paul's Episcopal Church to order at 7:00 p.m. on Monday, August 17, 2026. In attendance were the Rev. Dr. James Weldon, Vicki Bradley, Katie Bricio, Tim Buckley, John Goehrke, Carrie Hess, Colette Hibberd, Andrea Johnson, Cindy Kager, Allison Moon, Glenda Swann and Victor Talbird. Clerk Lanny Wase was also present.

Formation: Glenda Swann opened the meeting with a prayer. Allison Moon volunteered to bring the opening prayer for September.

Review:
1. June Vestry Minutes: Cindy Kager made a motion to approve as written the July 20, 2026 minutes. Colette Hibbard seconded and the motion was passed by unanimous voice vote.

2. June Action Register: The action register was reviewed. Glenda Swann reported that reference or background checks are not currently being done on potential Curry Center tenants. However, Amy McMann has decided not to pursue a lease at this time. John Goehrke noted that the Thamm's did not sign a donor agreement and that their gift is unspecified.

Discussion:
1. Building Use Guidelines: There were two original documents: a Policy on Facilities and also Guidelines. Vicki Bradley reported that a few minor changes were made to the Policies document. The Guidelines have been rewritten as Procedures and go into greater detail, including the Kitchen Use rules. The Curry Center has been added to the Policy and Procedures. There are additional requirements for the Curry Center so links to a separate lease document and fee schedule have been included. The Room Request Form was also updated and examples of Safety Procedures, Security Procedures and a Waiver of Liability were included for review.

There was a discussion about requiring groups to carry liability insurance in the amount of $1,000,000. The consensus was that any outside, independent entity that meets regularly at St. Paul's should provide liability coverage. Any for-profit group that meets at St. Paul's, regardless

of the number of times, should provide liability coverage, as well. A parishioner's family event would not need to provide liability coverage. The Rector or Senior Warden can waive or impose the liability requirement at their discretion.

There was a discussion about requiring the "person-in-charge" of events with children and youth under 18 years of age to have a background check. The consensus was to create a document with highlights from Safe Church Guidelines that could be signed by the "person-in-charge." In addition, it was decided that a background check would not be required for one-time events. However, in the case of recurring or regularly scheduled events where children and youth are in attendance, a background check will be required.

There was a discussion about the Fee Schedule. It was decided that fees would be reduced by 50% for parishioners. Also, the Rector or Senior Warden, at their discretion, may reduce or waive the fees. For recurring events, the fee will be mutually agreed upon in advance.

Randall Robinson made a motion to approve the Policy on Facilities Use and the Procedures for Using St. Paul's Facilities as amended. Carrie Hess seconded and the motion was passed by unanimous voice vote. The secondary documents will be reviewed at the next vestry meeting.

Reports:

1. Treasurer/Finance:

• **Primer on Financial Reports:** Treasurer John Goehrke explained some of the basics of the monthly financial reporting. The Balance Sheet is a snapshot in time of the financial health of the parish. The Profit and Loss Summary is a statement of assets and liabilities, showing revenues and expenses for any given time. Net Income is a very important line, showing what is left over after subtracting expenses and liabilities. Operating Cash shows the amount of cash on hand, less any Restricted Funds. John invited vestry members to contact him directly if they have further questions.

• **Treasurer's Report:** John Goehrke reviewed the July financial reports. Total income of $62,653 was unfavorable to budget by ($11,347) and unfavorable year to date by ($11,533). Total expenses of $84,962 were favorable to budget for the month by $10,399 and unfavorable year to date by ($31,540). Net income of ($22,309) was unfavorable to the budget by ($948) for the month and net income year to date of $15,840 was unfavorable by ($43,074). Month end total cash was $470,800. Of this amount, $310,067 is earmarked for restricted funds. There was $158,828 in operating cash. Carrie Hess made a motion to file the July Treasurer's Report, Statement of Financial Position MTD Change and Statement of Activities MTD with these August minutes. Cindy Kager seconded and the motion was passed by unanimous voice vote.

• **Annual Audit:** Vestry members had received email copies of the 2025 Parish Audit for review. John Goehrke noted that we passed with no issues identified. He expressed thanks to Brandy Satterfield for her efforts on the audit and for her financial management. Glenda Swann made a motion to approve the 2025 Parish Audit. Cindy Kager seconded and the motion was passed by unanimous voice vote. The audit will be submitted to the diocese.

• **Endowment Report:** Randall Robinson briefly reviewed the Endowment Board's Quarter 2 Report. As of June 30, Endowment holdings were $365,880. Investment growth for the quarter was 1.6%. A revised investment strategy is being considered, with perhaps more emphasis on growth. John Goehrke made a motion to accept the Endowment Board Quarter 2 Report. Andrea Johnson seconded and the motion was passed by unanimous voice vote. The report is on file with these minutes.

2. Rector's Report:

• Associate Rector Search

The search for a new Associate Rector continues to move forward. After receiving and reviewing applications and conducting phone interviews, Fr. Jay has narrowed the search to two finalists, who will visit St. Paul's this week. For each visit, clergy/ staff and Fr. Jay will spend the first hour with the candidate. Then several vestry members will be present for the final ninety minutes, which will include a meet-and-greet, conversation, and lunch. These visits will provide an opportunity to know each candidate more fully and, equally importantly, allow them to experience St. Paul's and begin imagining what ministry here might look like.

• Bequest and Memorial Garden Fund

Fr. Jay proposed using $5,000 from the recent Thamm bequest to establish a new Memorial Garden Fund within the St. Paul's Endowment. Vicki Bradley made a motion to accept this proposal, pending discussion and approval from the Endowment Board. Andrea Johnson seconded and the motion was passed by unanimous voice vote.

Once the endowed fund is established, Fr. Jay also proposed that $50,000 would be maintained in the existing Memorial Garden cash account for ongoing expenses. Going forward, payments for niches and other Memorial Garden purchases, as well as gifts and donations designated for the Memorial Garden, would be directed to the endowed fund. The goal would be to maintain approximately $50,000 in the cash account to provide ready resources for the garden's ongoing needs while allowing additional funds to be invested for its long-term care. Once each year, the Memorial Garden Committee would review the cash account and advise whether it recommends taking a distribution from the endowment to replenish the cash fund toward the $50,000 target. Fr. Jay has discussed this proposal with Jackie Straub, Chair of the Memorial Garden Ministry, and it has her approval. Carrie Hess made a motion to accept this proposal of maintaining $50,000 in the Memorial Garden cash account. Glenda Swann seconded and the motion was passed by unanimous voice vote.

• Replacing Chapel Windows: There was a discussion about replacing the orange windows in the chapel with clear glass. The remaining funds from the Thamm bequest could be used to fund this endeavor. Allison Moon made a motion to use the remaining $26,000 in the Thamm bequest to replace the chapel windows. Victor Talbird seconded. There were ten positive votes, two negative votes and no abstentions The motion was passed.

• Brighter Days Ahead

The Brighter Days Ahead campaign has raised approximately $26,000 toward the $30,000 goal. Work is proceeding and the goal remains to have the projects completed during September. Flooring and paint in hallways and narthex may surpass the existing budget. However, since the

goal is close, Fr. Jay proposed doing a little additional fundraising in the coming weeks. John Goehrke made a motion that any additional funds raised would be spent on Brighter Days Ahead projects. Colette Hibard seconded and the motion was passed by unanimous voice vote.

• Fall Worship Schedule
The regular Sunday worship schedule will resume on September 13:
8:00 a.m. — Holy Eucharist, Rite I
9:00 a.m. — Holy Eucharist, Rite II (slight emphasis on warm, relaxed liturgical style)
11:15 a.m. — Holy Eucharist, Rite II (slight emphasis on traditional Anglican liturgical style)

• Looking Toward Fall
Important upcoming dates:
August 30 — Blessing of the Backpacks
September 6 — Feast of St. Seersucker
September 13 — Ministry Fair
September 20 — Adult Forum begins

3. Parish History: Randall Robinson reported that the History Day has been put on hold for now. It will be rescheduled for a later date.

4. Wardens' Reports:
• REALM Adoption: Glenda Swann and Andrea Johnson asked vestry members if they were able to sign on to Realm and see their accounts. Several people had done so and not encountered any issues. Other members will contact Natalie Sroka for a new sign in invitation.

• Fall Stewardship: Randall Robinson reported that Allan Thunes, Colette Hibbard, and Kim Hershberger have agreed to serve on the committee with him. They will begin meeting and making plans soon.

• Diocesan Convention Delegates: Randall Robinson announced the 2026 lay delegates and alternates:
Delegates:
Cathryn Lamb – through 2026
Vicki Bradley – through 2028
Katie Bricio – through 2028
Randall Robinson – through 2028

Alternates (one year only):
Colette Hibbard
Andrea Johnson
Glenda Swann

<u>Elephants and Flamingos</u>
In response to a question, Fr. Jay reported that Rusty McKinney has been in touch with potential Choral Students and expects to have them on board by the fall.

The 14-year old freezer in the kitchen has been repaired. However, a new one might be needed at any time. A gently dented one might be an economical option.

Deacon Candy Snively will be retiring on November 1 after serving this parish for 21 years. It was suggested that the service time be moved to 10:00, with a celebration following. November 8 was suggested as a better date and Fr. Jay will talk with Candy about this possibility. Glenda Swann, Katie Bricio, Cindy Kager and Vicki Bradley volunteered to work on planning this parish-wide celebration.

A few parishioners have made comments on changes in the worship service (singing the Psalms, using two separate cups for communion, etc.). It was suggested that Fr. Jay might explain the reasons for some of these changes, perhaps in one of his videos.

Tim Buckley commented that Vacation Bible Camp had gone very well. There were over 40 campers, 16 youth helpers, and 30 adults. It was an outstanding experience.

Adjournment
The meeting closed with a devotion for "At the Close of Day" and was adjourned at 9:45p.m.

Respectfully submitted,

Lanny Wase, Clerk