



ST. JAMES the FISHERMAN EPISCOPAL CHURCH

APRIL 12, 2025 @ 1:00 BLISS HALL

VESTRY MINUTES

PRESENT

**Father Farrell Graves
Ellen Allison, Sr. Warden
Tom Fernandez, Jr. Warden
Jan Comfort
Toni DeLuca, Clerk of the Vestry & Vestry Member
Marianne DiSomma
Chris Kensel
Jesse McCrery
Kathleen McDonald
RoseMary Stalter**

**Deacon Mike Ligon, Co – Treasurer
Deacon Jean Miller**

- 1. Call to Order, Father Farrell**
Father Farrell called the meeting to order at 1:00 and nine Vestry members were in attendance.
- 2. Opening Prayer, RoseMary Stalter**
RoseMary provided the opening prayer and Kathleen will provide the opening prayer for the next Vestry meeting.
- 3. Reflection, Father Farrell**
Father Farrell read a passage from the Gospel of Luke, 19:28-40 and discussed the passage with the Vestry.
- 4. Approval of the March 8, 2025 Vestry Minutes, Father Farrell**
Father Farrell asked if there were any questions. There were no questions.

Motion: Tom Fernandez made a motion to approved the March 8, 2025 Vestry Minutes, which was unanimously approved by the Vestry Members.

5. Rector's Report, Father Farrell

Mr. James Green, Priest in Training, last day will be April 27th. Father Farrell is not sure of what will happen after his ordination. It is up to the Bishop to decide. Mr. Green must be a Deacon for six months. On April 27th, following coffee hour, we will give him a gift for being a part of St. James the Fisherman's family while he trained.

6. Treasurer's Report, Deacon Mike Ligon

Deacon Mike encouraged the Vestry members to read the Vestry Executive summary, notes and comments. (Attached to minutes: Executive Summary for period ending March 31, 2025).

Line items voted at the March meeting were put into the budget. Edward Jones and Charles Schwab were transferred to Truist bank accounts to better reflect the brokerage accounts' dormant status. As per the Vestry votes of March 8th, \$75,991.23 was placed in a 12 month CD (4% rate) and \$1,000 was earmarked to be paid to Chris Walters, Acting Executor of Paul Bertelson's estate. Funds of \$1,000 for ECW receptions were placed in the Parish Dinner line budget, 6482, as per Vestry motion, March 8, 2025.

Deacon Mike reviewed with the Vestry, St. James the Fisherman Episcopal Church Statement of Financial Position as of March 31, 2025 and St. James the Fisherman Episcopal Church Statement of Activities Vestry through March 31, 2025. (Reports are attached to the minutes)

The money received from the Paul Bertelson's estate was placed in unrestrictive funds and at the discretion of the Vestry. The Vestry does not have any restrictive funds.

Motion: Jan Comfort made a moved that the Treasurer's Report be entered into the minutes as presented, which was unanimously approved by the Vestry Members.

7. New Business, Ellen Allison

- Review of Father Farrell's Letter of Agreement (Attached to the minutes)
Prior to the Vestry meeting, Ellen forwarded to the Vestry, a copy of Father Farrell's agreement for their review.

Father Farrell discussed with the Vestry his work schedule and stress of being a Rector. The Vestry and Deacons expressed their willingness to assist Father Farrell in his church responsibilities. Suggestions from the Vestry & Deacons: Delegate some of his responsibilities to the Vestry or Deacons and to share his schedule with the Administrative Assistant and Vestry. Deacon Mike and Deacon Jean will reestablish visitations and meet with Father Farrell to discuss how they can be of assistance in his clergy responsibilities. The Vestry & Deacons are there to help and support him.

- Election of Alternates Delegates to Convention: Ruth Ann Campbell and Mary Lou Sigsby volunteered to be alternate delegates.

Motion: RoseMary Stalter made a motion to appoint Ruth Ann Campbell and Mary Lou Sigsby as the Alternate Delegates to Convention, which was unanimously approved by the Vestry Members.

- Suggestions from Kris Crane, Parishioner (Attached to minutes)
Jan reviewed the Ministries Leaders Master List. She will speak to Kris about the revised updates. This will address her question about the Tri Fold pamphlets for the Welcome Bag.

Printing of Bulletins: Parishioners place their bulletins in the basket after the service and is not really an issue.

Electronic Contribution/Tax Updates: Parishioners are sent electronic updates twice a year. The midyear notice informs parishioners on pledge updates. Contribution notices are sent to parishioners who do not have computers.

Jesse has been changing the light bulbs in the church. He will follow up on the possibility of the siding company having a lift. Jesse is also documenting which lights are being replaced.

Addendum as of April 15, 2025, Jesse replaced all the burned out bulbs. There are two lights that Jesse can't locate the switch or has an electrical issue. Thank you to Jesse and Callie McCrery for working on the lighting in the church.

Nursery: The Vestry is not paying any individual from the community to work in the nursery. There are eight volunteer parishioners who have nursery duty. It is important that we continue with the nursery.

- Instagram Account: Craig Doshier, St. James parishioner, volunteered to set up an account. Instagram merges with Facebook and there are 700 people on St. James Facebook. Jan will contact Craig to discuss and schedule a meeting with Kris Crane, Marianne and Craig. She will report back to the Vestry on the status. Jesse is also knowledgeable about Instagram.

8. Old Business

- **Status of Grant from Diocese, Marianne DiSomma**
Marianne said it is a complicated project and did a grant draft. The grant is \$10,000 and must be identified to benefit the church. Fresh Face Forward and the lighting project could possibly be the projects identified for the grant. A copy of the church budget is required. It was suggested that the operating budget be used.
- **Lighting Project, Jesse McCrery**
Jesse met with three lighting contractors and reviewed their proposals with the Vestry.
 - Prestige Outdoor Lighting
 - Guarded OIB Outdoor Lighting
 - Current Electric (Electrician)

Prestige Lighting's proposal was \$15,000. Guarded Lighting proposed the cost to be from the mid to upper \$20,000. Electric Company proposed the cost to be between \$30,000 - \$40,000

Jesse walked the grounds with Prestige Lighting contractor, Bill Raphad. Mr. Raphad suggested that there was some outdoor lighting that could be used and to just replace bulbs so that all the lights are the same color. He would be available to meet with the Vestry to further discuss his recommendations and proposals. Prestige Lighting is located at 4646 Maple Hill Rd., Shallotte, NC.

Jesse provided the Vestry with copies of the Prestige Lighting proposal and reviewed the lighting plan. (Attached to the minutes, Prestige Outdoor Lighting proposal, pictures of the grounds indicating location of lights, lighting plans, Certificate of Liability Insurance and contract)

The Vestry reviewed the proposed costs from the three companies and decided on Prestige Lighting as the lighting contractor.

Motion: Jesse McCrery made a motion for the Vestry to accept the bid from Prestige Lighting at the total cost of \$14,665.68, which was unanimously approved by the Vestry Members. (Attached is the signed contract)

Work will begin following completion of the siding construction.

Thank you to Jesse for working on the outside lighting. We are moving forward.

- **Treasurer, Ellen Allison**

Ellen has been in contact with Canon Stephanie Allen from the diocese. Canon Stephanie forwarded copies of samples of job descriptions and contracts, which Ellen gave to the Vestry for their review. Job description will need to be rewritten to be in compliance with diocese regulations. Canon Stephanie said that the treasurer cannot be someone affiliated with the church. We will need to have someone to do oversight.

Ellen has been in contact with a possible candidate for the position. He is familiar with REALM and works for other churches.

We need more information about what the cost for a treasurer will entail. Deacon Mike suggested that the cost could be paid through the endowment.

9. Wardens' Reports

- **Jr. Warden, Tom Fernandez**

When the siding is completed, the insurance company will send an appraiser to assess the church. There will likely be an increase in insurance cost. Tom will contact the company and set something up with them upon completion of the siding construction.

The garbage disposal was repaired by a plumber and Tom recently unclogged it.

Siding: Materials is due on the April 23rd and 24th and will be delivered on the April 28th. Payment schedule to the contractor: When materials are delivered, a check for \$50,000; in three weeks, a check of \$30,500; and upon completion of the project, a check for \$30,500. Tom will speak to Deacon Mike about the payments.

- **Sr. Warden, Ellen Allison**

The Audit Committee members are parishioners Beth Ledford, Jerry Thrift, Callie McCrery and Rick Allison.

10. Liaisons' Reports

- **Deacons' Reports**

Deacon Mike was not present for the Deacon's report.

Deacon Jean said Gary Miller refurbished the benches and will be ready for Bishop's Skirving' visit. The Vestry thanked Gary for his work on the benches.

The Realtor Association donated coats to the Coat Closet: 60 – 70 coats and 150 jackets. The Coat Closet gave out 600 coats this year and a total of 7,600 coats for over 15 years. Well done, Deacon Jean.

- **Building, Tom Fernandez**
Tom did not have anything to report at this time.
- **Grounds, Kathleen McDonald**
Kathleen reviewed the grounds' report (Attached to the Vestry minutes). Jerry Thrift continues to blow off the leaves on the courtyard and parking lot. Please thank Jerry when you see him. The grounds committee had their seventh annual cleanup day on April 4th. Coastal Creations will be spreading mulch on the hill, around the area where our sign is located and under the alcoves facing Main Street before Easter. The cost will be \$900. The next cleanup date will be May 30th. Volunteers to mow the grounds: Jerry Thrift, Dan & Kathleen McDonald, Rick Allison. Thank you to do all the dedicated workers who work so diligently to maintain the St. James' grounds.
- **Communications, Jan Comfort**
Jan placed an Ad in the Beacon. It cost \$70. Thank you, Jan.
- **Finance, Ways & Means, Toni DeLuca**
Toni does not have anything to report at this time.
- **Outreach Ministries, Toni DeLuca**
ECW had their retreat at the Trinity Center in Pine Knolls, NC. Father Farrell came on Thursday and conducted a service in the chapel.

The ECW Baskets & Afghan Raffle is this Sunday following coffee hour. You can still purchase tickets.

- **Parish Life, RoseMary Stalter**
There will be a potluck dinner on May 15th at 6:00.

The Vestry discussed the St. James' rededication event and discussed St. James Day as a possibility.

Bishop Skirving will be visiting St. James the Fisherman on June 8th. ECW will be coordinating the reception following the service.

- **Worship, Jesse McCrery**
Jesse does not have anything to report at this time.
- **Graveyard, Chris Kensel**
Chris does not have anything to report at this time.

11. Comments from the Audience
No attendance at the meeting

12. Closing Prayer & Adjournment, Father Farrell
Father Farrell provided the closing prayer and the meeting was adjourned at 3:40.

Motion: Toni DeLuca made a motion to adjourn the meeting at 3:40, which was unanimously approved by the Vestry Members.

NEXT VESTRY MEETING SATURDAY, MAY 10, 2025 @ 1:00 IN BLISS HALL

**Book Discussion “Anatomy of a Revived Church”, by Thom Rainer, Sunday,
April 27, 2025 following 9:00 service @ 10:30 – 11:30.**

Antonia (Toni) DeLuca
Clerk of the Vestry
Date:

Ellen Allison
Sr. Warden
Date: