



ST. JAMES THE FISHERMAN EPISCOPAL CHURCH

JUNE 14, 2025 @ 1:00 BLISS HALL

VESTRY MINUTES

PRESENT

Father Farrell Graves
Ellen Allison, Sr. Warden
Jan Comfort
Toni DeLuca, Clerk of the Vestry & Vestry Member
Kathleen McDonald
Jesse McCrery
Chris Kenzel

Deacon Mike Ligon, Co-Treasurer
Deacon Jean Miller

ABSENT

Tom Fernandez, Jr. Warden

Marianne DiSomma

RoseMary Stalter

1. **Call to Order, Father Farrell**
Father Farrell called the meeting to order at 1:00 and six Vestry members were in attendance.
2. **Opening Prayer, Toni DeLuca**
Toni provided the opening prayer and Chris will provide the opening prayer for the next Vestry meeting.
3. **Reflection, Father Farrell**
Father Farrell read a passage from the Gospel of John, 16: 12 – 15 and discussed with the Vestry.
4. **Approval of the May 10, 2025 Vestry Minutes, Father Farrell**
Father Farrell asked if there were any questions. There were no questions.

Motion: Jesse McCrery made a motion to approve the May 10, 2025 Vestry minutes, which was unanimously approved by the Vestry Members.

5. Rector's Report, Father Farrell

- Father Farrell discussed his tentative vacation plans, possibly the first week in August. At the next Vestry meeting, he will have a better idea of the dates for his vacation.
- The diocese Bishop search is going well. The next Bishop will be elected in November and Bishop Skirving will resign in early May.
- The Dyson vacuum cleaner is not working, and Ann ordered a replacement part.

Father Farrell asked if there were any questions. There were no questions.

6. Treasurer's Report, Deacon Mike

Deacon Mike reviewed the Treasurer's Report: Vestry "Executive Summary Report", Statement of Financial Position, Statement of Activities Vestry for the end of May 31, 2025. (Reports are attached to Vestry Minutes)

Deacon Mike said it was a good financial report and encouraged Vestry members to read the Executive Summary Report. The Fresh Face Forward balance has a balance of \$62,692 and the first partial payment toward lighting was taken from FFF. The Bertelson estate funds are available to be used. Considering the current market, our funds are doing well, funds are controlled by the Raymond James Endowment.

Ellen said another bill from the siding contractor will be due shortly, and asked where the funds should be drawn to pay the contractor. Deacon Mike said the money should come from the maintenance contingency line, and will require two signatures.

The Vestry thanked Deacon Mike for all his work as the Co-Treasurer.

MOTION: Jan Comfort 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

Ellen discussed the need to have additional check signatures, two signatures are required for checks over \$1,000, and four people be approved to sign checks. Kit Goff's name will need to be removed as a signature for checks.

Motion: Jan Comfort made a motion to approve and appoint Kat Thomas & Harry "Bud") McClard as the St. James the Fisherman Treasurers, which was unanimously approved by the Vestry Members.

Motion: Ellen Allison made a motion to add Jesse McCrery as a signer/signature for checks, which was unanimously approved by the Vestry Members..

Approved check signers/signatures are Sharon Davis (Church Bookkeeper), Kat Thomas and Harry (Bud) McClard (Treasurers) and Jesse McCrery (Vestry Member).

Motion: Ellen Allison made a motion that checks over \$1,000 require two signatures, which was unanimously approved by the Vestry Members.

8. Old Business

- **Lighting Project, Jesse McCrery**

The lighting project was completed by Prestige Lighting: outdoor sign is working and courtyard and parking areas are lighted. As soon as the siding is finished, everything will be in place.

- **Door Locks, Ellen Allison**

Ellen and Father Farrell met with locksmiths and specifically asked for an estimate on fob locks on the two main doors (Main Street and Powell Street) and to rekey all the exterior doors. The locksmiths sent an estimate for key locks. (Attached is the key lock estimates). The Vestry discussed that door fob locks are much better for security reasons as the fobs can be deactivated. Ellen will follow up with the locksmiths and ask again for key fob estimates. She will report back to the Vestry at the next Vestry meeting.

- **Book Discussion, Jan Comfort**

Nine people have signed up for the Tuesday, June 17th book discussion (Anatomy of a Revived Church, by Thom S. Rainer). Jan will be coordinating the discussion.

- **Main Street Parking, Chris Kensel**

Chris reported on recommendations for the Main Street parking. He reviewed with the Vestry the various types of pavers for the parking area. Chris recommended that permeable pavers are the most reliable and practical. Concrete would be cheaper, but based on his knowledge and experience, it will crack. He can refer us to a company that would provide the pavers. It would not be through his store. Chris will do oversight and act as the consultant for the project.

Chris has Team Carolina Concrete coming on Monday to look at the concrete by the graveyard and walkway. He will have them give an estimate for the Main Street parking area.

Chris emphasized that it is important that we use someone with experience and has the right equipment.

Thank you, Chris for your thorough and informative presentation.

9. Wardens' Reports,

- **Jr. Warden, Tom Fernandez**

Tom was not present for the meeting and Jesse provided the report. The siding on the corner has been fixed by the termite company. There is damage in other areas.

There was water damage behind the choir and will need to be repaired, requiring patching and painting. Siding was removed from the tower and has termite damage, but the good news is that the tower is structurally made of steel. The siding contractor reported to Ellen that the damage so far is not catastrophic. Permits have been fulfilled and it is back to work on the siding. We are moving forward.

- **Senior Warden, Ellen Allison**

The issue with utility payments has been corrected and automatic payments are now in place for Brunswick County Electric (BCEM), FOCUS and sewage and water usage.

The church audit is scheduled for July 1, 2025.

Mulberry Market has two people scheduled for June 21. 2025.

Ellen will not be available for the nursery in August. If no one volunteers to cover for Ellen, the nursery will not be available during the month of August.

10. Liaison Reports

- **Deacons' Reports**

Deacon Jean received coats for the coat closet. Coat Closet planning will be either late August or September.

- **Grounds, Kathleen McDonald**

Kathleen reviewed the June 2025 Grounds' report. (Report is attached to the minutes) The grounds volunteers continue to blow off the courtyard and Powell Street parking lot, watering plants, pulling weeds and mowing the lawn.

The committee worked on May 30th from 8:00 – 10:00 cleaning up the grounds: cutting and pulling up weeds, repotting and planting flowers, sprayed Round-Up, picking up pine cones, spraying the ant hills, putting the first treatment on the poison ivy on the bank and fertilizer on the plants in the courtyard.

Please thank the volunteers when you see them: Jerry Thrift, Pam Maddox-Jefferson, Toni Scott- Berenson, Bob Rozzi, Mike Grasso, Elizabeth Scharlat, Brent Ingraham, Cathryn Clinton, Rick Allison, Webster Collett and Dan McDonald.

Thank you to Kathleen and the volunteers for their dedication and diligence in maintaining the St. James grounds.

- **Communications, Jan Comfort**
Administrative Assistant will be using her maiden name of Ann Yerick instead of Ann Sutton.

Jan and Marianne are working on the St. James website. Marianne was not present for the meeting and will report at the next meeting. Jan and Marianne are working on this.

Grant Application: Marianne forwarded to Toni and RoseMary to review the application and will discuss at the June Vestry meeting.

- **Finance, Ways & Means (Stewardship), Toni DeLuca**
Toni does not have anything to report at this time.
- **Outreach, Toni DeLuca**
ECW and DOK organized the reception for Bishop Skirving's visit. Food was donated by parishioners and supplemented by purchasing food platters and refreshments from Publix. Stephanie Lynott will submit the receipts to the treasurer for reimbursement.

The Fernandez family thanked ECW & DOK for providing the food for Ruth's reception.

- **Worship, Jesse McCrery**
There are no issues.
- **Graveyard, Chris Kensel**
Chris has nothing to report at this time.
- **Parish Life, RoseMary Stalter**
RoseMary was not present for the meeting.

11. Comments from the Audience
No attendance at the meeting.

12. Closing Prayer & Adjournment
Father Farrell provided the closing prayer and the meeting was adjourned at 3:45.

NEXT VESTRY MEETING July 12, 2025 at 1:00 Bliss Hall

Antonia (Toni) DeLuca
Clerk of the Vestry

Ellen Allison
Sr. Warden

Date

Date