



ST. JAMES the FISHERMAN EPISCOPAL CHURCH

MARCH 8, 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
Marianne DiSomma
Jesse Mc McCrery
Kathleen Mc Donald
RoseMary Stalter**

Deacon Mike Ligon, Co-Treasurer

ABSENT

**Tom Fernandez, Jr. Warden
Chris Kensel**

Deacon Jean Miller

- 1. Call to Order, Father Farrell**
Father Farrell called the meeting to order at 1:00 and seven Vestry members were in attendance.
- 2. Opening Prayer, Jan Comfort**
Jan provided the opening prayer and RoseMary will provide the opening prayer for the next Vestry meeting.
- 3. Reflection, Father Farrell**
Father Farrell read a passage from the Gospel of Luke: Chapter 4: 1 – 14 and discussed the passage with the Vestry. This is the Gospel for Saturday and Sunday services, March 9 & 10.

4. **Approval of the February 15, 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 February 15, 2025, Vestry minutes, which was unanimously approved by the Vestry Members.

5. **Rector's Report, Father Farrell**
A few parishioners have spoken to Father Farrell about the change of Sunday services to only one service at 9:00. The change in schedule had been announced at church, in the bulletin and St. James Newsletter. It will take time for parishioners to adapt to the new schedule.

Jan will write up an article for the newsletter about the new Sunday service time.

6. **Treasurer's Report, Deacon Mike Ligon, Co-Treasurer**
Deacon Mike reported that St. James is doing well; more money is coming in through pledges and plate collection. He encouraged the Vestry to read the "Executive Summary Report for period ending February 28, 2025. Deacon Mike reviewed the Statement of Activities Vestry thru February 28, 2025 and Statement of Financial Position as of February 28, 2025. Reports are attached to the Vestry Minutes.

Kathleen inquired about the \$30 itemized on the Ground's Budget #5805, Discretionary Funds Account. She said there has not been any money spent from that account. Deacon Mike will check into this and get back to her. Kathleen made a request for \$1,200 to be added to the Grounds' budget to purchase mulch. Father Farrell suggested that Kathleen speak to Chris about mulch.

Motion: Kathleen McDonald made a motion that \$1,200 be allocated for mulch to the 2025 Budget, Grounds Budget Account #5805, which was unanimously approved by the Vestry Members.

Deacon Mike asked if there were any more questions. There were no questions from the Vestry.

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

- **Book Discussion “Anatomy of a Revived Church, Thom S. Rainer**
Jan suggested the Vestry meet and discuss the book after Easter. The Vestry decided to meet on Saturday, April 27th from 10:30 – 11:30 to discuss the book. It was suggested that the Vestry meet with a church focus group following the April 27th meeting to discuss the book. The focus group discussion will need to be structured and organized. Toni suggested, if possible, to have Mr. James Green, Priest in Training, be invited to the Vestry and focus group discussions.
- **ECW, Toni DeLuca**
ECW is requesting funds for receptions. It has become challenging to ask for food donations due to the higher cost of food and the aging of parishioners. Deacon Mike said this would be possible, if the Vestry is in agreement. The Vestry was in agreement to the funds being made available for receptions.

Motion: Toni DeLuca made a motion that the Vestry allocate \$1,000 to the 2025 St. James Budget for the funding of ECW receptions, which was unanimously approved by the Vestry Members.

- **Safe Church, Father Farrell**
Father Farrell discussed with the Vestry the history of Safe Church in the Episcopal Church. It came about because of the need of insurance companies to protect churches. St. James would have to rekey all doors and will need to be discussed at a later date. Ellen provided the Vestry with a printout on Safe Church, Safe Communities and Course Requirements for their review.

Ann Sutton, Administrative Assistant, has been designated as the Safe Church Administrator. She is in the process of getting clearance. There is \$300 in the budget for background check.

- **Paul Bertelsen Bequest to St. James the Fisherman**
Paul's estate was finalized at \$77,000 and parishioners apprised of the amount at the weekend services by Father Farrell. It was decided by the Vestry to give Chris Walters, Acting Executor of Paul's estate, \$1,000.

Motion: Marianne Di Somma made a motion granting \$1,000 to Chris Walters, Acting Executor of Paul Bertelson's estate, which was unanimously approved by the Vestry Members.

Deacon Mike recommended that the estate money be placed in unrestricted funds in either CD account or savings accounts and not in Endowment. Endowment fund is not as stable vs. CD or savings account with interest rates.

Motion: Ellen Allison made a motion to place Paul Bertelsen's bequest estate to St. James the Fisherman in a CD or high interest savings account, which was unanimously approved by the Vestry Members.

8. Old Business

- **Status of Diocese Grants, Marianne DiSomma**
Marianne, Toni, Jan and RoseMary will research and meet to review what grants are available from the diocese.
- **Lighting Project, Jesse McCrery**
Rick Coltharp, parishioner, drew a lighting plan for the church exterior. Jesse shared the plan with an electrician and Prestige Lighting Company. The lighting company recommended low voltage lighting and estimated the cost to be between \$12,000 - \$15,000, church rates. Prestige would not charge for a lighting plan.

The electrician estimated that it would be more costly, \$20,000 or more.

Jesse will speak to Rick about the low voltage plan and ask him to act as a project consultant.

- **Treasurer Hire**
Ellen will have more information for us at our next meeting.
- **Nursery Hire**
Ellen hired a retired teacher for the position. She will need to have a background check before she can begin to work in the nursery.

9. Jr. & Sr, Wardens

- **Jr. Warden, Tom Fernandez**
Tom was not present for the meeting.

Ellen & Tom met with Brooks Custom Renovations Contractor on March 4, 2025 and signed a contract between Brooks Custom Renovations (Contractor) and St. James the Fisherman (Owner) to provide services for St. James the Fisherman. Signed copy of the contract is attached to the Vestry minutes.

Thank you to Tom for his hard work, diligence and patience in meeting with the many contractors. Thank you to Marianne for her hard work in writing a comprehensive contract that benefits not only St. James but also the contractor.

Motion: Marianne DiSomma made a motion that St. James the Fisherman accept the contract bid proposal as stated in the Construction Contract by and between St. James the Fisherman Episcopal Church (Owner) and Brooks Custom Renovations (Contractor), which was unanimously approved via email on March 3, 2025.

Main Street Banner: Chris & Jesse will meet to discuss securing the banner.

- **Sr. Warden, Ellen Allison**
In House 2025 Audit Report: An In House Audit report is required by the diocese and the person doing the auditing cannot be a Vestry members. Father Farrell will announce at a service asking for a volunteer and Ellen will place a notice in the bulletin.

10. Liaison Reports

- **Deacon Jean and Deacon Mike** were not available for the meeting.
- **Building, Tom Fernandez**
Tom was not available for the meeting
- **Grounds, Kathleen McDonald**
Kathleen reported that Jerry Thrift continues to weekly blowing the leaves off the Powell Street parking lot and removing the pine needles in the courtyard. Toni Scott – Berenson covered the plants in the courtyard during the freezing February cold temperatures and watered the plants in the courtyard. Thank you to Jerry Thrift, Carrie Sullivan, Webster Collette, Gary Freeman, Rick Allison and Dan McDonald for raking, cutting shrubs, blowing off the courtyard and pulling weeds. They work so very hard and should be thanked for all their dedication to maintaining the St. James' ground. Next clean up date is scheduled for March 28th at 9:00. Report is attached to the minutes.
- **Communications, Jan Comfort**
Jan provided the Vestry with a copy of the master list of St. James' programs and ministries. Please let her know of any updates to the list. List is attached to the Vestry minutes.
- **Finance, Toni DeLuca**
Toni does not have anything to report at this time.

- **Fresh Face Forward, Ellen Allison**
Ellen does not have anything to report at this time.
- **Outreach Ministries, Toni DeLuca**
ECW is scheduled for their annual Trinity Center Retreat on April 9 – 10. Sign up is on the table in the Narthex.
- **Parish Life, RoseMary Stalter**
House Advisory Design Committee: RoseMary would like to ask Ginnie Coltharp to chair the House Interior Design Committee. The committee would be looking at what is needed to enhance and update the interior of St. James, with the goal of developing a book of projects that people would consider funding as part of the Fresh Face Forward Campaign.

Pot Luck dinner was well attended and enjoyed by all.

- **Worship, Jesse McCrery**
Jesse does not have anything to report at this time.
- **Graveyard, Chris Kensel**
Chris was not available for the meeting.

11. **Comments from the Audience**
No attendance at the meeting.
12. **Closing Prayer and Adjournment, Father Farrell**
Father Farrell provided the closing prayer and the meeting was adjourned at 3:15.

NEXT VESTRY MEETING, SATURDAY, APRIL 12, 2025 AT 1:00 IN BLISS HALL

Antonia (Toni) DeLuca
Clerk of the Vestry
Date:

Ellen Allison
Sr. Warden
Date: