



ST. JAMES THE FISHERMAN EPISCOPAL CHURCH

JULY 12, 2025 @ 1:00 BLISS HALL

VESTRY MINUTES

PRESENT

**Father Farrell Graves
Ellen Allison, Sr. Warden
Tom Fernandez, Jr. Warden
Toni DeLuca, Clerk of the Vestry & Vestry Member
Chris Kensel
RoseMary Stalter**

**Deacon Mike Ligon
Deacon Jean Miller
Harry (Bud) McClard, Treasurer**

ABSENT

Jan Comfort Marianne DiSomma Jesse McCrery Kathleen McDonald

- 1. Call to Order, Father Ferrell
Father Farrell called the meeting to order at 1:00 and five 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 Luke, 10: 25 – 37 and discussed with the Vestry.**
- 4. Approval of the June 14, 2025 Vestry Minutes, Father Farrell
Father Farrell asked if there were any questions. There were no questions.**

Motion: RoseMary Stalter made a motion to approve the June 14, 2025 Vestry minutes, which was unanimously approved by the Vestry Members.

5. Rector's Report, Father Farrell

- **Parishioners Volunteering**

Nancy Rementer volunteered to make welcome baskets for newcomers. Father Farrell suggested that she contact Kris Crane. Nancy also volunteered to begin a prayer group for St. James, and would like to be part of the rededication planning.

Chris Walters volunteered to purchase T shirts for the rededication day, and to start a Sunday School. He suggested having cards made with weather and surf conditions, with St. James the Fisherman's name on the card.

St. James is so fortunate to have such dedicated parishioners who want to give back to the church.

- **Rededication Event:** RoseMary, Jan and Ellen are planning the event. Date is pending upon siding completion.
- **Sandpiper HVAC Company:** They had checked on the air conditioning in the spring and said there were no issues. A few weeks later there was an issue with the air conditioner in Bliss Hall. The company came back three times, and at the third visit, charged \$600+. Father Farrell suggested we need to consider another HVAC company, and will discuss with Jesse and Bob Rozzi for recommendations.
- **Father Farrell discussed Administrator Assistant's responsibilities.**

6. Treasurer's Report, Harry (Bud) McClard

The Vestry welcomed Bud as the St. James' treasurer. Kit Goff and Bud have met and discussed the treasurer's responsibilities and financial systems. They will be meeting to discuss payroll. Kimberly Ann (Kat) Thomas, co treasurer, and Bud will be meeting on Sunday to review programs.

Bud said our collections are doing well and expenses are below budget. He reviewed the Treasurer's Report, Executive Summary for the period ending June 30, 2025 (report attached to the minutes). Bud made one correction on the report, our current "Unrestricted General Funds" are \$92, 660 and not \$97, 560. Attached to the minutes are the Statement of Financial Position as of June 30, 2025 and Statement of Activities, January 1, 2025 – June 30, 2025. Additional attachment: Bank Reconciliation, May 31, 2025 – June 30, 2025.

Thank you, Bud, for volunteering to be the treasurer and your work.

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

7. New Business

- **Father Farrell's Vacation Days:**

As per his Letter of Agreement, Father Farrell receives 8 normal days off in tandem with all federal holidays and 23 vacation days including no more than 5 Sundays.

Proposed Dates

September 1 – 14	4 regular days 1 Federal holidays 9 vacations days 2 Sundays
September 29 – October 19	4 regular days 1 Federal holiday 14 vacation days 3 Sundays.

Father Farrell will attend the Bob Jones Charity Golf Tournament on the morning of September 10th.

- **New Nursery Employee Approval**

Ellen is recommending Erin Di Benedetto be employed by St. James the Fisherman for the position of child care provider for the nursery beginning Sunday, June 13th.

Motion: Ellen Allison made a motion for St. James the Fisherman to employ Erin Di Benedetto as the nursery child care provider during the Sunday service, at the cost of \$20 per hour, which was unanimously approved by the Vestry Members. (Letter of agreement is attached to the minutes).

- **Rededication Date**

The date is on hold until the building siding is completed. Tom will be meeting with the siding contractor on Monday.

- **Second Helping Room**

Ellen would like to clean the room. Father Farrell said she needs to speak to Brent Ingram about the items that are being stored in the room and used by Second Helping Committee before cleaning the room. Brent attends the 5:30 Saturday service, and Father Farrell will speak to him and get back to Ellen.

- **Yellow Pages Listing**
Ellen received a bill of \$400 for Yellow Pages listing. The Vestry said not to pay nor continue.
- **Bliss Hall AC Repair**
Tom will follow up with Sandpiper HVAC Company about the repairs and the part needed for the repair.
- **Stewardship**
Toni presented the 2026 Stewardship theme, “A Strong Foundation and Future”. She asked if there were any questions or suggestions, and the Vestry was fine with the theme. It was decided to have the Stewardship Kick Off Date on September 27th and 28th and Commitment Weekend on October 25th and 26th. Father Farrell and Toni will prepare Stewardship articles for the St. James September Newsletter. Toni will inform Chris Walters about the September articles. More information to follow at the August Vestry meeting about the dates and sending of pledge forms to parishioners. Last year REALM was used, and some parishioners said they never received them. Suggestions were made of using email, USPS mailing or continue using REALM. To be further discussed at the next Vestry meeting.
- **Audit Report**
Ellen reported that the audit was completed and we received one recommendation: the diocese requires bank deposits to be stamped. To be in compliance with the diocese, Ellen ordered a stamp. Audit Committee members were Bess Ledford, Callie McCrery, Richard Allison, Jerry Thrift. The Vestry wants to thank the committee members for their diligence doing the audit.

Motion: Tom Fernandez made a motion to approve the St. James the Fisherman July 7, 2025 Episcopal Diocese of East Carolina in House Audit Report, which was unanimously approved by the Vestry Members. (Audit Report attached to the Vestry Report).

8. Old Business

- **Door Locks, Ellen Allison**
Ellen has not been able to find a company that will do fobs. She will further explore and report back to the Vestry. It was the consensus of the Vestry to move forward on the rekeying.

Motion: Chris Kensel made a motion to approve North Carolina Locksmiths, Inc to rekey locks at a cost of about \$600, which was unanimously approved by the Vestry Members.

- **Book Discussion, Anatomy of a Revived Church**
See comments under Communications report by Jan.
- **Main Street Parking, Chris Kensel**
Chris presented a quote of \$124,206.08 from D. Watkins & Son Professional Lawncare d.b.a. The Pool Man Inc for permeable pavers. (Quote is attached to the minutes)

Chris discussed that the cost for concrete paving would be between \$46,000 to \$50,000. Extra costs of \$20,000 for material and \$13,000 for color stamping. The cost would be between \$70,000 to \$80,000. If the decision were to go with concrete, Chris would recommend Team Carolina Concrete, Kyle Russ.

Straight gravel would be \$30,000.

Chris is meeting with a contractor after Sunday service and will report back to the Vestry.

The permit for completion is one year of the granted date. Vestry discussed just doing gravel and then finishing with the pavers at a later date. Would this still be within the permit timeline?

The Vestry thanked Chris for his report.

9. **Wardens' Reports**

- **Jr. Warden, Tom Fernandez**
Tom met with the siding contractor and reported that the interior sheet rock will be done all together. The corner was fixed to code and the hallway termite damage was repaired in Bliss Hall. Allied is responsible, and Tom will follow up with them.

Tom will get a quote for gutters and will meet with the siding contractor to see what is needed. He will get a quote to power wash the opaque window in the sanctuary. The pergola will be taken down and even to the deck, no planter. The raised deck by the graveyard to be removed and replaced. He suggests concrete, easier to maintain. There are two nonfunctioning lights at the deck. Broken window was discussed with siding contractor and replaced. Siding contractor will give us a quote for termite damage repair, and Tom will present to Allied for payment. Tom, Jesse and Ellen have a meeting with the siding contractor on Monday, and will ask about completion date.

The raised walkway in the graveyard was discussed. Chris said that no one is interested in the job repair. He will further explore some possibilities and

might know of someone who would be interested in doing the job. Chris will bring back the information to our next meeting.

- **Sr. Warden, Ellen Allison**
Ellen does not have anything to report at this time.

10. Liaisons Reports

- **Deacons' Report**
Deacon Jean will be on vacation for two weeks in October. She is still receiving coats for the coat closet, and will be meeting with the Coat Closet Committee to plan for next year.
- **Grounds Report, Kathleen McDonald**
Kathleen was not present for the meeting and sent her report to Toni to be read at the meeting. The committee met on June 27th from 8:00 to 9:30. They continue to work diligently in maintaining the grounds: blowing leaves, mowing the lawn, watering plants, trimming and weeding the plants, raking leaves and gathering pine cones, raking magnolia leaves and weed whacking. Kathleen is getting a quote on removing the dead poison ivy and other dead growth on Main Street.

Please thank this awesome crew of dedicated volunteers: Jerry Thrift, Rick Allison, Pam Maddox-Jefferson, Toni Scott – Berenson, Mike Grasso, Bob Rozzi, Catheryn Clinton, Brent Ingraham, Jon Long and Dan McDonald when you see them.

The next clean up date will be July 25th at 8:00.

- **Communications, Jan Comfort**
Jan was not available for the meeting and her report was presented by RoseMary.

Jan followed up on suggestions made at the “Anatomy of a Thriving Church” book discussion to send postcard invitations to St. James Day to members we haven’t seen in a while. She met with Pamela Maddox-Jefferson and consulted with Vera Redin who suggested creating a postcard she can give to a friend. Jan created two post cards and will bring to the postcards to church on Sunday. She will need to meet with Father Farrell to determine who should receive the mailings.

- **Finance, Ways & Means & Stewardship, Toni DeLuca**
Stewardship was discussed under New Business, #7. Toni will need to meet with Bud McClard & Kat Thomas, treasurers, to discuss Stewardship and the budget.
- **Outreach, Toni DeLuca**
ECW will be meeting Wednesday, September 3rd. A planning committee met to organize ECW 25 – 26 meeting dates.
- **Parish Life, RoseMary Stalter**
St. James Day is July 27th following 9:00 service at 10:30. It will be Brunch Potluck; signup sheet will be in the Narthex and Bliss Hall during coffee hour. RoseMary asked if anyone has a boom box to be used on St. James Day?
- **Worship, Jesse McCrery**
Jesse was not available for the meeting.
- **Graveyard, Chris Kensel**
Chris does not have anything to report at this time. The raised sidewalk in the graveyard was discussed under Jr. Warden's report.

11. Comments from Public
No attendance at the meeting.

12. Closing Prayer & Adjournment
Father Farrell provided the closing prayer and the meeting was adjourned at 3:35.

Motion: Toni DeLuca made a motion to adjourn the meeting at 3:35, which was unanimously approved by the Vestry Members.

Next Vestry Meeting Saturday, August 9, 2025 in Bliss Hall at 1:00

Antonia (Toni) DeLuca
Clerk of the Vestry
Date:

Ellen Allison
Sr. Warden
Date;