

St. Peter's Episcopal Church
Vestry Regular Meeting – November 18, 2024
AGENDA

1. Adoption of Agenda

Formation

2. Order for Evening Prayer

Discussion

3. Approval of Minutes
4. Mosaic Installation & Campus Signage (Rachel Davis)
5. Foundation Annual Report (Includes approval of 2025 church distribution)
6. Father Doug Update
7. 2025 Draft Budget
8. Vestry Christmas Gathering

Action

9. Approve Use of Facility (Fernandina Pride Book Club)

Information

10. Senior Warden's Report
 - a. Parish Engagement/Listening Sessions | Parish Meeting
 - b. Search Committee
 - c. Other, Topical Discussion Items
11. Junior Warden's Report
12. Key Upcoming Dates:
 - a. Next Vestry Meeting: December 9th @ 5:30 pm
 - b. Parish Meeting: December 15th
 - i. Vestry Meeting with Mother Becky @ 1 pm in Room 201 (lunch will be provided)
 - ii. Full Parish Meeting @ 4 pm in Burns Hall

- c. January Vestry Meeting: January 13th @ 5:30 pm in Room 201 (plan for two hours)
 - i. Final Budget Approval
 - ii. Search Committee Selection

St. Peter's Episcopal Church

Vestry Minutes

November 18, 2024

Members Present: Fr. Doug Hodsdon, Ken Saitow (Senior Warden), Jim Carpenter (Junior Warden), Annette Bell (Substitute Clerk), Kevin Green, Rob Hicks, Diane LoCastro, Clint Smith, Tracy Smythe, Beth Thornton, Bob White

Others Present: Ben Stephens (St. Peter's Episcopal Foundation Outgoing Chair), Peter Black (St. Peter's Episcopal Foundation Incoming Chair), Rachel Davis (Director of Communications and Adult Formation)

Absentees: Leigh Coulter Beal, Rhonda Warren (Clerk), Connie McDaniel (Treasurer)

The meeting was called to order by Fr. Doug at 5:32 PM. Fr. Doug established a quorum.

Adoption of Agenda: Jim moved and Bob seconded a motion to adopt the agenda as presented. Motion carried.

FORMATION

Fr. Doug presented the Order for Evening Prayer.

DISCUSSION

Approval of Minutes: Diane moved and Ken seconded a motion to accept the minutes as presented. Motion carried

Mosaic Installation & Campus Signage: Rachel presented on a project led by Dr. Jill Baker to create and install a 3' x 3' mosaic in the grassy area just east of the church at the Stations of the Cross site. The mosaic, a replica of one in Israel, is being made using ancient methods by a team of approximately 40-50 people. The plan is to unveil it by Lent 2025. Diane moved and Tracy seconded a motion to install the mosaic in the location as suggested once Rachel ensures Chip and Margaret Ann Wood have no concerns about this location. Motion carried.

Rachel also reported that the staff did a campus walkabout. Due to the disrepair of some of the signs, to assist newcomers in navigating our campus and to improve consistency with branding, she would like permission to investigate the possibility of improving signage on the campus. This would involve more prominent signs on buildings and doors and other possible improvements, such as painting doors. Clint moved and Bob seconded a motion for Rachel to investigate these upgrades. Motion carried.

Foundation Annual Report (Includes approval of 2025 church distribution): At 5:56 PM, the vestry meeting was temporarily adjourned and the St. Peter's Episcopal Church Foundation Annual Meeting was held. The foundation meeting adjourned and the vestry meeting reconvened at 6:15 PM.

Father Doug Update: Fr. Doug will be away to attend and officiate his grandson's baptism on Jan. 12th. He has his final 1-on-1 vestry member meeting tomorrow, concluding his meetings with all vestry members. For several reasons, his intended preaching schedule of 2 Sundays on/1 off that he shared with us at our last vestry meeting has changed, so for now, there is no pattern. He asked for prayers for a parishioner with an ill loved one and for the families of those who have recently died. He will be off from the day after Christmas Day until New Year's Day. Mother Rachel will cover the Dec. 29th service.

Newcomer's Social - A newcomer's social was held at First Love Brewing yesterday, Sunday, Nov. 17th, with Fr. Doug, Rachel Davis, and 7 others in attendance.

Parish Engagement/Listening (PEL) Sessions – Mother Becky will present her report to the vestry at 1 PM and the congregation at 4 PM on Dec. 15th. Ken asked that vestry members attend both sessions.

2025 Draft Budget: We reviewed the assumptions Connie included in the vestry package circulated before the meeting. In Connie's absence, a treasurer's report was not provided. The latest financials were made available for review and Ken noted that there is nothing anomalous or material on the latest financials that Connie wanted to inform us of. We chose Dec. 2nd at 5:30 PM for a dedicated budget meeting with Connie. Final budget approval will occur at the January vestry meeting.

Vestry Christmas Gathering: This will occur at Ken's home on Dec. 9th at 5:30 PM. Significant others are invited. We will have our regularly scheduled monthly meeting upstairs while our significant others socialize downstairs, then all gather for dinner.

ACTION

Approve Use of Facility (Fernandina Pride Book Club): Annette moved and Tracy seconded a motion to approve this usage. Motion carried. Ken moved and Jim seconded a motion that unless a request is out of bounds or the norm for our church, it does not need to be presented before the vestry. The rector will make decisions on an individual basis and at his discretion. Motion carried. Ken reported that FB Pride decided not to have the Transgender Day of Remembrance Ceremony at St. Peter's as our facility is unavailable on Nov. 20th, the official day. They will host the event at the gazebo downtown.

INFORMATION

Senior Warden's Report:

- a. Parish Engagement/Listening (PEL) Sessions - nothing new to report
- b. Rector Search Committee - Ken, via Kim Page (Rector Search Committee Chair), will email vestry members tomorrow with the list of those currently being considered for the search committee. Ken asked us to review the list and notify him of any additions. Once this preliminary list is complete, each candidate will be asked to complete and submit a questionnaire that will be reviewed by Fr. Doug, Kim and Ken. At the January vestry

meeting, the names of nine committee member nominees will be put forth to the vestry for discussion and final approval on the committee membership will be made.

c. Other Topical Discussion Items

- i. Hope House – Ann Barrow is stepping down as IDN Coordinator so as of February 2025, the vestry will assume those responsibilities unless someone else is found to replace her. A few people have been identified as possible replacements and are being asked to fill the position.
- ii. Vestry Freeze – The concept of freezing the vestry was mentioned several months ago. Four current members are scheduled to roll off in February, including the junior warden. Fr. Doug advised that the vestry is historically frozen when a church is actively engaged in the search process. Since our process has not officially begun, we can choose whether or not to freeze the vestry. Ken advised that the diocese supports this assertion. If we choose not to freeze the vestry, a vestry nomination committee must be formed by Dec. 31st. A final decision will be made at the budget meeting on Dec. 2nd.
- iii. January Vestry Meeting - Due to Fr. Doug being out of town on Jan 12th, Ken proposed we move the January vestry meeting. The following Monday is Martin Luther King Jr. Day, so the meeting will be moved to Jan. 27th.

Junior Warden's Report: Jim referred us to his written report and highlighted that the HVAC company is on campus now replacing the system.

Key Upcoming Dates:

- a. Budget Meeting: December 2nd @ 5:30 PM in Room 201.
- b. December Vestry Meeting/Christmas Gathering: December 9th @ 5:30 PM at Ken's home.
- c. PEL Report Presentations with Mother Becky: December 15th
 - i. Vestry Meeting @ 1 pm in Room 201 (lunch provided)
 - ii. Full Parish Meeting @ 4 pm in Burns Hall
- d. January Vestry Meeting: January 27th @ 5:30 pm in Room 201 (plan for two hours)
 - i. Final Budget Approval
 - ii. Search Committee Selection

Bob moved and Beth seconded a motion to adjourn the meeting at 7:33 PM. Motion carried.

Respectfully submitted,

Annette Bell, Substitute Clerk of the Vestry