

St. Paul's by the Sea Vestry Meeting
April 22, 2025, 6:00 PM

Members Present: Father Victor Hailey, Vickie Bloodworth, Sandra Coston (by phone), Martha Milton, Steven Cuffe, Susan Gillespy, Ken Nimmich, Alan Ennis, Erica DeStephano, Kevin Gay, Clarissa Chandler.

Members Absent: Gretchen Henson

Special Guest: Anne Simpson, David Armitage

Opening Prayer led by Fr. Victor Hailey

Sandra Coston moved to accept the March minutes, changing the Memorial Garden Question and Answer page in old business to be “will be published” rather than “were published,” with Ken Nimmich seconding the motion.

Capital Campaign Report: Discussion regarding the estimates from the architect and separate construction firms. Rationale for recommendations to move forward with NEFCON.

To date, the total raised is \$2,969,50.

Recommendation: moving forward with a request for the Pre-Construction contract to include scope, timeline, deliverables, updated costs, and payment schedule. SPBTS will work to solidify our construction funding. The next steps include temporary housing of BFAS, Foundation, and youth, as well as storage and contents of the common room, parish hall, etc. The vestry needs to commission the various ministries to inventory items in storage that need to be moved or donated/purged, and commission a team to locate temporary meeting rooms for Youth, BFSA, etc.

Ken Nimmich will lead the team to evaluate the property needs.

Rector's Report:

1. Two new employees have been hired since our last meeting. Mathew Bickett, our new music director, joins us on May 14th. Tenaya George, our new nursery attendant, joins us on April 27th. Tenaya is a student at Florida State College, where she will receive her Certification in Child Development later this month. She will then begin her work on a Bachelor of Science in Early Childhood Development.

2. Nominations for the vacant vestry seat have come forth, and ongoing discussion with

those under consideration will continue to take place.

3. The Diocese has informed us that under Section 3 of the Canons of the Diocese of Florida SPBTS is entitled to a maximum of three delegates for the upcoming convention based on our average Sunday attendance. A special election must take place to elect another Diocesan representative. The process conversation will continue at the May vestry meeting.

4. Three potential landing page designs for the new website have been proposed. The conversation will continue at the next meeting. Fr. Victor asked that the vestry preview each design.

- Video to walk through this phase -

<https://vimeo.com/1073666475/03fa664319?share=copy>

Proposed designs:

1. <https://wt028132173.mywtdivi3.com/worship-services/>
2. <https://wt028132173.mywtdivi3.com/worship-services-2/>
3. <https://wt028132173.mywtdivi3.com/worship-services-3/>

5. The new office printer was delivered on Tuesday, April 22nd.

6. The Standing Committee has approved our celebration of New Ministry, which will take place on Thursday, May 15th at 6:30 pm.

7.. **90-Day Check Point** – Fr. Hailey has been with SPBTS for 90 days now. He is grateful for the warm welcome and support he has received. In the past 90 days, the following has been achieved.

- Work on creating a new website with additional revisions ongoing
- Several policy considerations
- Music Director position filled
- Nursery attendant position filled
- Community of Love vision for the church proposed
- Ongoing Capital Campaign work
- Orientation for Fr. Victor and the Administrative Assistant
- Worship modifications
- Administrative support
- 1st round of Communications
- Improvements to our facilities
- Outreach – Cold Night Shelter

Projects for the next 90 days

- The organ repair timeline should begin after May 15th, based on the company's availability
- Website update
- 2nd round of Communications
- Policy considerations
- Visioning ourselves as a "Community of Love"
- Celebration of New Ministry
- Capital Campaign work begins
- Ministries -set up sub-committees that will help us form ideas around youth ministry, pastoral care, and evangelism

Senior Warden Report:

1. A Nursery Attendant was hired with a start date of April 27, 2025, pending her background check. A second nursery attendant will be recruited to ensure nursery coverage.
2. Seeking volunteers in the nursery (Martha), live Stream coordinators (Alan), and "On Call" security team (Ken).
3. The PTO policy has been updated based on feedback from the March vestry meeting. The policy needs formal approval. Steve Cuffe made a motion to accept the PTO policy that was distributed via email. Ken Nimmich seconded it, and the vestry unanimously approved it.
4. The Finance Committee is currently reviewing the Gift Acceptance policy, and it will be proposed at the May meeting.
5. A slate of Vestry has been identified to fill the open position. Candidates are being contacted to determine interest.
6. The Plan for Celebration of New Ministry has been drafted and shared with the vestry. Reception planning is now underway.
7. The Easter Cafe was held on Easter Sunday and was well attended.

Junior Warden's Report

1. Memorial Garden renovation underway

2. Nursery door on order
3. Martha Milton motioned to purchase a new computer for the Finance Director. Steve Cuffe seconded that motion. Approved by the Vestry.

Treasurer's Report:

See the attached report

A Motion was made to accept the financial report. Ken Nimmich seconded, and the vestry approved. Steve Cuffe motioned to accept the March financials. The March financials were approved by a unanimous vote. The financial report is attached.

Stewardship Report:

Total pledges to date: \$621,000, representing 141 households.

Old Business:

The Memorial Garden is on schedule for mid-June completion. The Question and Answer questionnaire has been published.

Steve Cuffe made a motion to accept the PTO policy that was distributed via email. Ken Nimmich seconded it, and the vestry unanimously approved it.