

St. James' Episcopal Church Vestry Meeting (Hybrid)
July 22, 2025

Present: The Rev. Pilar Padron Parnell, Senior Warden Doug Smith, Junior Warden John Devins, Marie Hughes, Carol Murphy, Kris Perkins, David O'Neill, Kathy Ploufe, John Buterbaugh and Tara Covert.

On Zoom: Nicole Bova

Absent: Beckie Hidy and Judy Holmes.

6:00 PM: Call to Order

Opening Prayer: Mother Pilar offered the opening prayer.

An agenda was sent out to the Vestry, prior to the meeting, with supporting documents.

Quick Action Items:

1. **May Minutes:** The Vestry reviewed the minutes and no errors were found. Marie Hughes made a motion to approve the minutes as presented; David O'Neill; seconded; Vestry approved.
2. **Special June 9, 2025 Minutes:** The Vestry reviewed the minutes and found no errors. Marie Hughes made a motion to approve the minutes as presented; Kris Perkins seconded; Vestry approved.

Reports

1. Treasurer's Report:

A. May Financials: Nicole Bova presented the financial reports. The Vestry reviewed the balance sheet, YTD income report and giving report. Pledges and plate donations are steady and the budget is balanced at this time. The Tara Covert made a motion to approve the reports that were presented; Marie Hughes seconded; Vestry approved.

B. Audit: The Diocese Audit has been completed and the auditor was impressed with the reports.

C. Hazel Smith Withdrawal: The Financial Committee has suggested to withdraw an extra \$35,000.00 from the Hazel Smith Sleeve of the Foundation. (See discussion under Rectory Update)

2. Senior Warden's Repot:

A. Dock: All parts of the dock have been received. Vestry decided to delay installment of the dock until Spring 2026.

3. Junior Warden's Report: See Rectory Update.

Old Business:

1. Rectory Update:

A. Abatement: Abatement work was completed the first week of July.

B. Structural Issues: Several walls needed to be removed during abatement, revealing rot in 3 load bearing areas and rot above the sliding doors. The structural engineer from Ryan Biggs and Clark Davis Engineering & Surveying, will evaluate and create a plan for repairs that are the least invasive to the building. Aggressive repairs involving lifting beams, may cause issues elsewhere. He will also create a report to be sent to Church Insurance. He will meet with the wardens and Mother Pilar when plans and reports are ready.

C. Siding: The whole house will have to be resided. Warden Doug Smith will be getting estimates for the work. He will also meet with the Village Historical Committee and request a letter from them, to Church Insurance, explaining their specific requirements for the siding.

2. **Hazel Smith Withdrawal:** The Finance Committee has suggested that an additional \$35,000.00 be withdrawn from the Hazel Smith Sleeve of the Foundation at this time, as the stock market is strong. We want to avoid taking money out when the market is weakened due to tariffs, etc. Tara Covert make a motion to approve the extra withdrawal of \$35,000.00, in addition to the \$75,000.00, (total \$110,000.00) from the Hazel Smith sleeve of the Foundation, to continue Rectory repairs, pending agreement from the Foundation. David O'Neill seconded. Discussion followed. Vestry approved.

3. **Jumble Sale:** Beckie Hidy reported to Mother Pilar that all is moving forward.

New Business:

1. **New Lawn Mower:** The lawn mower had a major malfunction and is unusable. Warden Doug Smith, after discussion with Mother Pilar, authorized an emergency expense of \$2,400.00 for a new lawn mower for the lawn care group at St. James'. A retroactive consent was requested of Vestry members via email. All Vestry members responded, via email, approving the purchase.
2. **Habitat Consort/ St. James' Sponsor:** Marie Hughes requested that St. James' sponsor the upcoming Habitat fundraising concert, in October, using money that has been budgeted for Cayuga Habitat for Humanity activities. Tara Covert made a motion to approved \$1,000.00 to sponsor Cayuga Habitat for Humanity for concert expenses; Kris Perkins seconded; Vestry approved.
3. **Organist/Choir Director Candidates:** The Wardens and Mother Pilar are in the process of interviewing candidates and will arrange to have choir members involved in the decision of who to hire.

Rector's Report: See Rectory Update/Lawn Mower

The meeting ended with An Order for Compline.

The meeting ended at 7:30 PM.

Next Meeting: 8/26/25 at 6PM

Respectfully submitted,
Bethany Quattrociocchi, Clerk