

**St. Peter's Episcopal Church**  
**Vestry Minutes**  
**March 11, 2024**

**Members Present:** Father Joe Woodfin, Ken Saitow, Senior Warden, Rhonda Warren, Clerk, Clint Smith, Bob White, Rob Hicks, Beth Thornton, Leigh Coulter Beal, Annette Bell, Kevin Green, Diane LoCastro, Tracy Smythe, Connie McDaniel. Guests: Ginger Mock, Jennie Burnette.

Call to order by Father Joe at 5:30 PM. Father Joe established a quorum.

**Adoption of Agenda:** Leigh moved, and Diane seconded the motion to adopt the agenda as presented. Bob amended the agenda to include old business. Unanimous consent to amend the agenda.

**FORMATION:** Father Joe provided the Order for Evening Prayer.

**DISCUSSION:**

**Approval of minutes:** Leigh moved to approve the February minutes as written, Annette seconded the motion. Motion carried.

**Treasurer's Report:** Connie provided guidance on the document included in the Vestry packet for finances. This is a high-level view of monthly finances, reviewing budgeted revenue vs actual revenue and budgeted expenses vs. actual expenses. The treasurer stopped doing detailed descriptions of the finances in 2023. Connie is willing to go through the quarterly reports in more detail. Annette is interested in the restricted and unrestricted accounts. The Skyler account is used for capital improvements. Ken Saitow will investigate *a St. Peter's Finances 101* for Vestry members. Please see attached documents to Vestry packet for financials.

**Lighthouse Conversation:** This was a lengthy conversation lasting about 1.5 hours. There will be a new chapter of Lighthouse (A LBGQT youth fellowship) in Fernandina Beach, and it would like to use our facility to have meetings once a week. Ginger Mock and Jennie Burnette each spoke during this discussion concerning how they felt about the use of our buildings by Lighthouse. There were pros and cons about use of the building at St. Peter's. Mother Rachel and Jacob Davis will both be present during the meetings and a parishioner, who is a mental health professional, will be present. There will be an appropriate ratio of students and adults. Father Joe will consider further communication with parishioners.

**ACTION:**

**Committee Appointments:** Please see the attached document concerning proposed Committee Appointments of the finance committee, cemetery committee and agenda committee. Leigh moved to accept the full slate of appointments; Bob seconded the motion. The Motion carried.

**Senior Warden's Report:** Ken stated that the Vestry and Foundation are co-sponsoring a Lenten Soup Supper on Wednesday, March 13 at 5:00PM. Please come at 4:30PM to help set up or 6:45Pm for clean-up. The VPOS (Vestry Person of the Service) sheets will be forthcoming.

**Junior Warden Report:** Please see Junior Warden report. Jim Carpenter is not present.

**Rector's Report:** Father Joe stated that there are modules to be completed by new Vestry members for "Safeguarding God's Children." Deacon Annette needs to be added to the church pension fund for a small monthly fee. Leigh moved to include Deacon Annette into the church Pension Fund and Diane seconded. The motion carried. The Estate of Martha Skirven gave funds to the Church. Father John Tidy will be Chaplain to the staff. Holy week is upon us shortly. On May 5<sup>th</sup> there will only be 2 services due to the Shrimp Festival.

Bob moved to adjourn the meeting at 7:50 PM. Kevin seconded the motion. All were in favor and the meeting adjourned.

Respectfully Submitted,

Rhonda Warren, Clerk of the Vestry

**St. Peter's Episcopal Church**  
**Vestry Regular Meeting - March 11, 2024**  
**AGENDA**

1. Adoption of Agenda

***Formation***

2. Order for Evening Prayer

***Discussion***

3. Approval of Minutes
4. Treasurer's/Finance Report
5. Lighthouse Conversation

***Action***

6. Committee Appointments

***Information***

7. Senior Warden's Report
8. Junior Warden's Report
9. Rector's Report
  - a. Deacon CPG
  - b. John - Chaplain to the Staff
  - c. Skirven estate gift to Music Endowment
  - d. Hearing aid loops
  - e. Upcoming Dates
    - i. Holy Week - 3/24-30
    - ii. Easter - 3/30-31
    - iii. May 3-5 - Shrimp Fest - no 11AM 5/5
10. Next Meeting - April 8, 2024 - 5:30PM