

St. Peter's Episcopal Church
Vestry Regular Meeting – February 16, 2026
AGENDA

1. Adoption of Agenda

Formation

2. Order for Evening Prayer

Discussion

3. Approval of Minutes
4. Vestry Member Introductions
5. Treasurer/Finance Report
6. Rector Report
7. Belonging Beyond Differences (Brief Reflection)

Action

8. Approve Sanctuary Sound System Upgrade (See Junior Warden Report)

Information

9. Liaison Reports
10. Junior Warden Report
11. Senior Warden Report
12. Key Upcoming Dates:
 - a. Mtr. Sarah Welcome – February 17th @ 5:30 pm in Burns Hall
 - b. Coffee with the Vestry – February 23rd during Coffee Hour
 - c. Annual Meeting – March 4th @ 5:30 pm in Burns Hall (Vestry/Foundation to provide soup)
 - d. March Vestry Meeting – March 23rd @ 5:30 pm in Room 201

St. Peter's Episcopal Church

Vestry Regular Meeting Minutes

February 16, 2026

Members Present: Mtr. Sarah Minton, Ken Saitow (Senior Warden), Jim Carpenter (Junior Warden), Leigh Coulter Beal (via teleconference), Annette Bell (Clerk), Kevin Green, Rob Hicks, Diane LoCastro, Connie McDaniel (Treasurer), Laura Lee Skillman, Tracy Smythe, Beth Thornton, Diane Woodside

Absent: Jayne Jeney

Mtr. Sarah called the meeting to order at 5:30 pm. Quorum was met.

Adoption of Agenda: Diane W moved and Annette seconded a motion to adopt the agenda as presented. Motion carried.

FORMATION

Mtr. Sarah presented the Order for Evening Prayer.

DISCUSSION

Approval of Minutes: A correction to the Senior Warden's Report was requested to clarify that St. Peter's will hold the second lien, not the first, and will be subordinate to the primary mortgage on Mtr. Sarah's long-term housing loan. Beth moved and Kevin seconded a motion to approve the amended January Vestry Meeting minutes. Motion carried.

Vestry Member Introductions: As this was Mtr. Sarah's first St. Peter's vestry meeting, each vestry member and Connie introduced themselves and shared what they appreciate about St. Peter's. Mtr. Sarah then spoke about her journey to the Episcopal Church and her call to the priesthood.

Treasurer/Finance Report: Connie prepared and submitted a weekly giving graph for January 1 to February 7, 2026, ahead of the meeting. Giving is currently below last year's level, though it is still early in the year. Because the vestry meeting was held a week early, additional financial data will be available after the regular monthly financial meeting later this week and will be posted online. Connie is also preparing the parochial report, due at the end of February. This report will be reviewed at the financial meeting, shared with the vestry, and presented at the annual meeting. The recent tree pruning on our property cost \$7,500 and will be recorded as an unbudgeted expense for 2026.

Approve Sanctuary Sound System Upgrade (See Junior Warden Report): This agenda item was held at this time to ensure Connie's participation. Ken shared feedback about poor

sound quality at the back of the church. Florida Sound made temporary improvements last Sunday and recommended a full system upgrade for \$11,500–\$12,000, including new equipment and maintenance. A parishioner offered \$1,000 toward the project, with the rest to come from the Schuyler account. The group discussed preventing parishioners from adjusting mixing boards and suggested adding the sound equipment to the church’s capital replacement schedule. Jim noted that the church lights need to be replaced, and he and Ken will explore extending the lift rental required by Florida Sound to address both projects. Tracy moved and Laura Lee seconded a motion to proceed with the sound system upgrade as proposed by Florida Sound. Motion carried.

Rector Report: Mtr. Sarah thanked the vestry for the warm welcome and shared her leadership philosophy and priorities. She emphasized that Jesus taught the importance of relationships and expressed her commitment to getting to know both the vestry and the wider community.

Belonging Beyond Differences (Brief Reflection): The vestry commended Susan for her excellent work and clear understanding of our recent challenges. She provided valuable guidance on triangulation and the role of anxiety in conflict. The vestry emphasized the need to apply these concepts if conflict arises again. Education for Ministry (EfM) participants noted similarities between the programs and recommended Bishop Steven Charleston's The Four Vision Quests of Jesus as a resource. Mtr. Sarah will continue to explore themes of belonging in the upcoming Lenten series.

ACTION

Approve Sanctuary Sound System Upgrade (See Junior Warden Report): See above.

INFORMATION

Liaison Reports: Written reports from the Adult Formation and Newcomers, Children’s Ministry, and Parish Life liaisons were distributed and reviewed before the meeting. Kevin gave a verbal report on Outreach Ministry, highlighting the success of Hunger Fight on February 6, 2026, where 328 volunteers packed 49,322 meals. He also noted that Hunger Fight provides books to children and youth. An opportunity for questions and discussion was offered with none held.

Junior Warden Report: A detailed written report was distributed and reviewed prior to the meeting. An opportunity for questions and discussion was offered with none held.

Senior Warden Report:

1. Fernandina Beach Downtown Paid Parking Impact – Ken shared that questions about the impact paid parking will have on the St. Peter’s parking lot have been raised but is unknown at this time. The situation will be monitored. We have parking signs available to use when needed to protect parking for St. Peter’s events.
2. 2026 Annual Meeting – Ken reminded us that the annual meeting is scheduled for March 4th.

The vestry and foundation will provide supper, as well as handle setup and cleanup. Vestry and delegate selections will take place. Five current vestry members are completing their terms, and five new members will be seated, including one in a 2-year position. Ken and Jim will step down but remain active in an advisory, non-voting capacity until May to support the transition. Annette shared that she and her family will relocate to New Jersey sometime over the next few months. She will remain on the vestry until her departure. In accordance with our bylaws concerning filling of vacancies, "... vestry may fill any vacancy that occurs in their number to serve until the expiration of the term of the vacant position". The class of 2025 will be recognized at this year's annual meeting, and Ken expressed sincere gratitude for their service to St. Peter's.

Key Upcoming Dates:

- a. Mtr. Sarah Welcome – February 17th @ 5:30 pm in Burns Hall
- b. Coffee with the Vestry – February 22nd during Coffee Hour
- c. Annual Meeting – March 4th @ 5:30 pm in Burns Hall (Vestry/Foundation to provide soup)
- d. Youth Pilgrimage Fish Fry - March 6th @ 6 pm in Wyatt Courtyard
- e. March Vestry Meeting – March 23rd @ 5:30 pm in Room 201

Tracy moved and Diane L seconded a motion to adjourn the meeting. Motion carried.

The meeting adjourned at 6:51 pm.

Respectfully Submitted,

Annette Bell, Clerk of the Vestry