

St. Peter's Episcopal Church
Vestry Regular Meeting – September 22, 2025
AGENDA

1. Adoption of Agenda

Formation

2. Order for Evening Prayer

Discussion

3. Approval of Minutes
4. Creation Care Update (Sarah Flint)
5. Renewal Weekend Alternative (Susan Sczolgosz)
6. Interim Rector Report
7. Stewardship Update
8. Treasurer/Finance Report
9. 2026 Budget Timeline and First Steps

Action

10. Move November Vestry Meeting (from 11/24 to 11/17)

Information

11. Liaison Reports
12. Junior Warden Report
13. Senior Warden Report
14. Key Upcoming Dates:
 - a. Coffee with the Vestry – September 28th
 - b. October Vestry Meeting – October 27th @ 5:30 pm in Room 201

St. Peter's Episcopal Church

Vestry Regular Meeting Minutes

September 22, 2025

Members Present: Fr. Doug Hodsdon, Ken Saitow (Senior Warden), Jim Carpenter (Junior Warden), Leigh Coulter Beal, Annette Bell (Clerk), Rob Hicks, Jayne Jeney, Diane LoCastro, Connie McDaniel (Treasurer/via videoconference), Laura Lee Skillman, Beth Thornton

Absent: Kevin Green, Tracy Smythe

Others Present: Sarah Flint (Creation Care Coordinator), Susan Sczolgosz (Consultant/via teleconference)

Fr. Doug called the meeting to order at 5:30 pm. Quorum was met.

Adoption of Agenda: Beth moved and Diane L. seconded a motion to adopt the amended agenda. Motion carried.

FORMATION

Fr. Doug presented the Order for Evening Prayer.

DISCUSSION

Approval of Minutes: Three subtle wording changes were suggested to provide clarity. No objections were voiced. Jim moved and Laura Lee seconded a motion to accept the amended minutes. Motion carried.

Creation Care Update (Sarah Flint): Sarah shared a detailed report with the vestry before the meeting. Liberty Landscape Supply has finished the hardscaping, and after the invoice is paid, Creation Care will have around \$5,700 left in the budget for the year. She has set aside \$2,000 for programming and the rest for the Meditation Garden. The *15 for 15* Fundraiser raised about \$3,500, but there may be discrepancies with online donations, which she will clarify with Lee. The Blessing of the Animals will take place on October 5th. Al Todd has volunteered to continue some Creation Care initiatives following Sarah's departure.

Renewal Weekend Alternative (Susan Sczolgosz via teleconference): In response to the results of the CAT survey and at the vestry's request, Susan developed a program specifically tailored to meet our needs while also considering the time commitment for our parishioners. This approach aims to maximize content and participation. The program was shared with the vestry beforehand and discussed at the meeting. Taking place over a Sunday morning in late January and three subsequent Wednesday evenings, this scripture-based program includes workshops designed to help participants develop conflict management skills and mindsets for engaging across differences, thereby equipping us as a congregation to relate to one another in a healthy

way and serve as a positive example in our divided world. The program is designed to align with the Sunday morning scripture readings and supports the mission work we have undertaken this fall. All ages are welcome to participate. If possible, the program will be available both in person and through videoconference. The event will be published on the church calendar, and a broader communication plan around the program will be developed to encourage participation. The vestry expressed support for the program, and agreement to move forward.

Interim Rector Report: A detailed written report was distributed prior to the meeting. Fr. Doug noted two revisions to his report. The resolution to uncouple delegate selection from the convention date passed; therefore, we now have more time to select our convention delegates and alternates. A new nominating committee will be established by December 31st, and we will follow the process outlined in our bylaws to create a slate of at least eight nominees, as required by the Canons of the Diocese. The nominees from the current nominating committee will be included on the slate. One convention delegate and three alternates will be selected at our Annual Parish Meeting, which is tentatively scheduled for Wednesday, February 25th. Delegates serve for two years, while alternates serve for one year. There will be a parish meeting on October 15th to report on the recent Annual Diocesan Convention.

We have received several applications for the Youth Director position. Fr. Doug feels that, ideally, our new priest should hire the candidate of his/her choice for this position. Therefore, he will balance the timing of the Youth Director Search Committee's recommendation with that of the hiring of our new priest and determine the best path for our church.

Stewardship Update: Materials, including a letter to the congregation and pledge cards, are being written and printed. Stewardship was discussed at this past Wednesday's Rector's Forum, held on September 17th, the video from which will be posted on our website home page.

Treasurer/Finance Report: Connie prepared and submitted six financial statements, along with an analysis document, in advance of the meeting. She noted that our revenues are still below the three-year average, though they have improved since last month. Expenses remain favorable, and we are starting to incur costs for the interim youth coordinator. Connie will continue to monitor our finances. All expenses for Jacob and Rachel have been recorded, and funds have been transferred from Unrestricted Net Assets to the Thackara Reserve Fund, increasing its balance to over \$100,000.

2026 Budget Timeline and First Steps: Connie led a discussion on the budget process. We will kick off at the October vestry meeting with an overview of budget assumptions. A tentative budget will be reviewed in November, updated in December, and finalized in January 2026. She proposed we meet for a budget workshop on Saturday, November 8th, to explore different scenarios and models. The Finance Committee will meet prior to this date to prepare for the budget discussions. Additionally, a parish budget meeting is planned before final approval. A vestry member expressed a desire to raise more funds for outreach alongside those raised for our operating expenses.

ACTION

Move November Vestry Meeting (from 11/24 to 11/17): Diane Woodside moved and Diane LoCastro seconded a motion to move the November vestry meeting from 11/24/25, the week of Thanksgiving, to 11/17/25. Motion carried.

INFORMATION

Liaison Reports: Written reports from our Children's Ministry, Parish Life, Music Ministry, Pastoral Care, and Youth Ministry liaisons were distributed and reviewed prior to the meeting. A Committee on Fun has been established, met, and plans are underway for an inter-service event. 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. Jim added that written notification to terminate our contract with our elevator maintenance provider will be sent on October 1st, allowing for a three-month notice period. On November 1st, he will begin the process of obtaining bids from other service providers. There was an opportunity for questions and discussion with none held.

Senior Warden Report: Ken reported on the following:

1. The Youth Director job description is posted on our website.
2. Hunger Fight – For the past several years, this outreach ministry has been coordinated by a former member of St. Peter's. Pete Stephenson and Ken are working to determine the best path forward including if/how coordination will be handled by St. Peter's. Another church has volunteered in the event St. Peter's wishes to transition this responsibility. A discussion on 2026 funding will be held at a future vestry meeting.

Key Upcoming Dates:

- i. Coffee with the Vestry – September 28th
- ii. October Vestry Meeting – October 27th @ 5:30 pm in Room 201

Leigh moved and Laura Lee seconded a motion to adjourn the meeting. Motion carried.

The meeting adjourned at 6:53 pm.

Respectfully Submitted,

Annette Bell, Clerk of the Vestry