

**Galilee Church
Vestry Minutes
April 21, 2026**

1. Fellowship and Opening Prayer – Father Ben

Present

Michael Via, Wendy Pelton, Susan Freese, Bryant McGann, Tim Stiffler, Linda Whitehead, Tom McAfee, Crystal Cameron-Schaad, Dee Oliver, Tony Zontini, Mary Fletcher, Don Clark, Fr. Buchanan

Non-vestry members present

Robbie Berndt (Parish Executive), Fr. Randall

2. Discussion & Approval of Vestry Minutes

Motion to approve Don Clark -- second motion Susan Freese

3. Rector's Report, Fr. Buchanan

Vesty Retreat

We will gather for dinner on Friday, May 1st. The agenda is fellowship and time together. We will also gather in Tucker Hall on Saturday morning, May 2nd, for a maximum of three hours. I will send the agenda closer to the date. This will not be a vestry meeting, so we won't take minutes or vote on anything; however, we do have some important planning matters to discuss.

Hospice House

On May 31st, from 12-4, Galilee will enter Mah-Jong and Pickleball Teams into a fundraiser for the Hampton Roads Hospice House. I used the Rector's Discretionary Fund to purchase these tickets because the money goes directly to the Hospice House. I expect to get a few extra tickets and would love to have 2 or 3 vestry members come and cheer our teams on.

Parking

My thanks to those of you who parked offsite on Palm Sunday and Easter Sunday. It made a difference in the Galilee parking lot. Please note that more high attendance Sundays are coming: First Communion Sunday (May 3rd), Mother's Day (May 10th) and Graduation Sunday (May 17th).

4. Senior Warden's Report - Wendy Pelton

Galilee experienced a full Holy Week and joyous Easter, including extra services for Maundy Thursday and Good Friday, an egg hunt on Saturday morning, the Great Vigil on Saturday evening, and four services Easter Sunday.

Over 2000 people attended services during Holy Week and Easter. The nursery has also been full, with 40-45 babies and toddlers in attendance on Palm Sunday and Easter. Average adult Sunday attendance year-to-date is 661.

Ongoing opportunities for Christian fellowship and growth this month have included:

- Morning and evening prayer
- A women's Bible study of John focusing on legacy and "last words"
- Men's prayer breakfast
- A marriage course on "staying in love" hosted by Robbie and Jody Berndt
- Weekly youth group activities for middle school and high school
- Monthly fellowship for 20's - early 30'(without children) •
- Weekly fellowship for young parents
- Roxanne Jordan Circle

In addition to the many regular volunteer activities at Galilee, unique opportunities to support our community this month included or will include meal prep for the JCOC and a violin concert to benefit the Chapel Pantry. Planning is underway for summer mission trips, including a medical mission trip to Appalachia.

Vestry members participated in a Racial Healing Workshop this month and a retreat and planning session in early May.

5. Junior Warden's Report – Linda Whitehead

- Painting is being completed on the north side of the church, near the kitchen.
- Quotes are being considered to install three panic bar doors- one for every stairway to further ensure safety of Galilee's children during Sunday service and other events.
- JCI (Galilee's HVAC vendor) has been working hard to prevent AC failures as Galilee has its first switch from winter to summer with the new chiller.
- Tim Stiffler will report on the organ installation project until its completion, therefore, organ updates will no longer be an ongoing part of the Junior Warden report.

6. Organ Project Update – Tim Stiffler

- Remaining wind chests have been delivered by Quimby. Quimby is currently doing Phase II of the install and should be done with this phase by April 24th
- Reconditioned blower is further delayed due to a parts shortage and is now expected to be completed by May 18, 2026. This pushes back the final major organ equipment install (Phase III and cabinetry install until late June 2026.

- After cabinet/casework installation is done, Quimby will return to complete installation and final tuning. This date will be established after all case work and railing are installed. Completion could now be delayed until August 2026, but we will not be able to confirm a target date until after the blower repair is completed.
- Progress is slow, but steady. The goal is to continue keeping Quimby Organ fully engaged and focused. Approximately two thirds of the organ installation will be completed by late April. Now much of the framework for this 125-year-old organ is on site in our possession.
- The Church has retained the services of a third-party organ installation consultant, Kevin Kissinger. Kevin is familiar with the project, having worked with Quimby and Galilee before. He is planning his first consultant site visit the week of April 20th
- **Vestry Discussion:** Do we have insurance on organ? Organ has an estimated \$2 million value. Building insurance would cover replacement cost in event of natural disaster. If the organ breaks, insurance doesn't cover it. A dehumidifier was added for an added layer of protection. Questions on maintenance after installation. It's under warranty as long as Quimby is working on it.

7. Liaison Report (Pastoral Care) – Crystal Cameron-Schaad & Wendy Pelton

Pastoral Care – The Episcopal Church: Pastoral care ministries are the heartbeat of the church offering spiritual, emotional, and physical support to parishioners in their time of need. It is centered on Christ's love and involves clergy and trained lay people who provide visitations, prayers, sacraments, and other support systems to those who are homebound or in the hospital.

Pastoral Care at Galilee: The Pastoral Care ministries are managed by caring volunteers who work closely with our clergy to share God's love, grace and peace. Teams are well-coordinated and collaborate to provide care.

Overview: Each chair leads a team of volunteers within their ministry. Opportunities include better communication, shared meetings with overlapping ministries, additional resources, and training.

Pastoral Care – Galilee Clergy and Staff Activities: Clergy at Galilee provide pastoral care to parishioners through hospital visits, home visits, and oversight of lay pastoral care activities. Our clergy provide sick visits, last rites, birthday blessings, and many touch-points in the lives of our parishioners. Currently there is a need for an additional clergy member to provide visits and follow-up care for our growing parish.

Other staff members are integral to pastoral care activities, such as Lindsay McCaw, who maintains the prayer list, and Lillie Tillar, who helps organize ministry activities for families with young children.

Eucharistic Visitors:

Chairs: Gil & Gail Taylor

Lay Eucharistic Visitors take the consecrated sacraments to parishioners who cannot attend church. There are 16 volunteers for this ministry and they are currently serving 5 parishioners

Once they receive contact information from clergy, Gil & Gail will make the first contact and schedule a volunteer. Each person gets a minimum of one monthly Eucharist and many request weekly visitation. Gail & Gil have been chaliceing at Galilee for 25+ years and took over this ministry two years ago. Gail says, "It's a privilege to share the last supper and Christ's journey with others."

Tender Loving Carriers:

Chair: Christy Borges

Carriers provide meals and deliver flowers, cards, and other touchpoints for Galilee members who are sick or otherwise in need. This group is comprised of approximately 50 volunteers and serves approximately two families per week.

Christy Borges has been chair since 2025, when she took over the ministry from long-time veteran Ivy Carey (15 years of service!). She organizes volunteers and often coordinates with other pastoral care ministries to provide just the right touchpoint for each family. Christy expressed that she may have to take a two-month break from this ministry while caring for her mother in Florida, but she is working on training Jennifer Dye to assist while she is away.

Current need: Christy expressed a concern that there are more families at Galilee who could benefit from care. She was open to providing follow-up calls for people after clergy visits. She was also open to getting word out about the ministry through advertising during services or in the weekly newsletter.

Advocates for Mental Health:

This ministry is dormant at the moment.

Prayer Shawl Ministry (Now called the Prayer Blanket Ministry)

Chair: Annie Alberti

This ministry has been providing comfort through warmth for more than 20 years. Five to seven volunteers meet weekly and knit blankets, scarves and gloves. They deliver blankets to newborn babies and parishioners in the hospital. Each blanket is prayed over and anointed before it's delivered to the recipient.

Over the past few years, the ministry started making gloves and scarves to deliver to the Eastern Shore Food Pantry around the holidays. They distribute several hundred every year.

Annie is inspired by a song based on Psalm 139:13 "*Weave, weave, weave us together, Weave us together in unity and love.*"

Current need: Delivery drivers. There are 3 bins of blankets and 2 bins of baby blankets available for distribution.

Flower Power:

Chairs: Mary Folck & Pat Baker

Pat's job is to introduce new volunteers to Flower Power, providing them with an information packet and instruction on their first day on a team. Mary's job is to give the volunteers the names of people receiving flowers on Sunday. She receives the names from Father Andy's pastoral care prayer list, and word of mouth.

Flower Power has 16 active volunteers and 4 substitutes. They have 5 teams, one for every Sunday of the month. Team 5 has duty only on months that have 5 Sundays! The teams take the flowers from the Altar and rearrange them in smaller vases. They call the recipients and/or leave a message that they will be receiving flowers from Galilee's Sunday altar.

Mary says, "The joy and appreciation that the flowers bring to the recipient when they answer the door is the best part. This ministry could not be the success it is if it were not for the donors who donate the Altar flowers in honor of a loved one." The Flower room's bulletin board is full of thank you notes.

Current Need: A small budget would be helpful, about once a year they run out of 8 inch vases and usually spend between \$40-\$50 out of pocket.

New Mom's Ministry:

Chair: Liz and Laura Rixey

This ministry helps set up meal chains for post-partum mothers. An opportunity for collaboration with Tender Loving Carriers exists, particularly for complicated cases, such as moms on bed rest.

Card Ministry:

Chair: Carole Brown

Responsible for mailing clergy cards, prayer lists, and special requests. Carole sends cards each week after receiving Pastoral Care email from Father Andy or Father Ben. The average is six cards a month, and she keeps a monthly list of the parishioners who have received a card. It pleases Carole to know that someone is uplifted by the message they receive from the clergy.

8. Finance Report | Q1 Update – Michael Via

REVENUE:

MTD \$22K less than budget

MTD \$7K less than last year

YTD \$2931 more than budget

YTD \$368K more than last year

EXPENSES:

MTD \$5K more than budget
MTD \$7K more than last year

YTD \$3K less than budget
YTD \$751 more than last year

NET SURPLUS/DEFICIT:

2026 MTD Net Operating surplus \$12K
2026 YTD Net Operating surplus \$314K

2025 MTD Net Operating surplus \$27K
2025 YTD Net Operating surplus \$21K

Note: MTD revenue less due to Montessori closing, doing fine YTD.

9. Old Business

- Building Legacy Fund – waiting on meeting with consultant

10. New Business

- Designated Fund Discussion & Approval – Robbie Berndt
 - *Motion to Approve as is Wendy Pelton – Second - Susan Freese – Unanimous voice vote*
- Legacy Building Fund – Robbie Berndt
 - \$150K in Legacy Building Fund
 - Rules are different than the Capital Fund as these monies need to be invested
 - Galilee has a Diocesan Fund (DF) which essentially serves the same purpose. Instead of opening another account, Vestry discussed using the DF as our legacy fund. The initial \$150k was added to the DF for a total of \$509K for the new Diocesan fund.
 - *Michael Via motion to approve – Linda Whitehead second – unanimous voice vote*
- Open Floor – Ministry Pulse Check
 - Kitchen – workday scheduled for July to clean/organize
- Review Upcoming Galilee Events and Vestry Retreat Schedule
- 8:03pm meeting concluded

11. Testimony and Faith Sharing: Wendy Pelton

12. Closing Prayer and Adjournment: Don Clark

Next Meetings:

Vestry Retreat – Friday, May 1 (evening) – Saturday, May 2 (morning)
Monthly Meeting – Tuesday, May 19 - 7pm