

– MINUTES –

ST. ANNE'S VESTRY MEETING NOVEMBER 17, 2020

Meeting held by Zoom videoconference

Present: Fr. Lonnie Lacy, Mary Alice Applegate, Chris Beckham, Sarah Cook, Brenda Doss, Carl Duncan, Allen Lamb, Brandon Medley, Linda Moore, Kathy Moreno, Jessica Patrick, Shelly Schmeisser (Treasurer), and Pam Leonard (Clerk). Also in attendance was Stewardship Chair Jenna Claire Riddle.

Absent: Nancy Bryan

Leave of Absence: Donna Falcone

1. OPENING PRAYER – Fr. Lonnie opened the meeting with prayer.
2. FORMATION – Fr. Lonnie led the group in a discussion of Matthew 25:31-46 focusing on what this passage teaches us about our spiritual need to give, how it challenges us, and the good news it reveals.

Jesus said, "When the Son of Man comes in his glory, and all the angels with him, then he will sit on the throne of his glory. All the nations will be gathered before him, and he will separate people one from another as a shepherd separates the sheep from the goats, and he will put the sheep at his right hand and the goats at the left. Then the king will say to those at his right hand, 'Come, you that are blessed by my Father, inherit the kingdom prepared for you from the foundation of the world; for I was hungry and you gave me food, I was thirsty and you gave me something to drink, I was a stranger and you welcomed me, I was naked and you gave me clothing, I was sick and you took care of me, I was in prison and you visited me.' Then the righteous will answer him, 'Lord, when was it that we saw you hungry and gave you food, or thirsty and gave you something to drink? And when was it that we saw you a stranger and welcomed you, or naked and gave you clothing? And when was it that we saw you sick or in prison and visited you?' And the king will answer them, 'Truly I tell you, just as you did it to one of the least of these who are members of my family, you did it to me.' Then he will say to those at his left hand, 'You that are accursed, depart from me into the eternal fire prepared for the devil and his angels; for I was hungry and you gave me no food, I was thirsty and you gave me nothing to drink, I was a stranger and you did not welcome me, naked and you did not give me clothing, sick and in prison and you did not visit me.' Then they also will answer, 'Lord, when was it that we saw you hungry or thirsty or a stranger or naked or sick or in prison, and did not take care of you?' Then he will answer them, 'Truly I tell you, just as you did not do it to one of the least of these, you did not do it to me.' And these will go away into eternal punishment, but the righteous into eternal life."

3. DISCUSSION

- a. Consecration Sunday – Stewardship Chair Jenna Claire Riddle shared plans for the day.
 - i. Outside in-person services will be held at 9 a.m., 10 a.m., and 11 a.m. employing the same set up used for the All Saints Day service on November 1.
 - Each service will end with an invitation for parishioners to go inside the sanctuary and place pledge cards on the altar. Ushers will distance groups appropriately, directing each to enter the front doors and exit the north side door.
 - Box lunches (including brisket and chicken) will be offered outside as groups exit the church. Advent wreath supplies will also be available.
 - The Annual Meeting will be held via Zoom at 6 o'clock that evening.
 - ii. Vestry members will contact those households that have not RSVP'd. The list was divided among members. Calls should be made by this Wednesday evening and numbers reported to Jenna Claire and Parish Administrator Emily Guerry.
- b. Worship Guidelines Update – Fr. Lonnie shared the updated Diocesan worship guidelines (see attachment).
- c. Worship Plans for December, January, and February – After discussion and keeping in mind the current rise in COVID cases in Tift County, suggestions include:
 - i. Outside in-person services on the first Sunday of each month, December 6, January 3, and February 7. To allow temperatures to warm, services will begin at 10 a.m., 11 a.m., and noon.
 - ii. Online Morning Prayer will be held the remaining Sundays of each month.
 - iii. In-person Christmas Eve services will be held outside beginning at 5 p.m., 6 p.m., and 7 p.m.
 - iv. An in-person Epiphany Service will be held outdoors on Wednesday, January 6 beginning at 6 p.m.
- d. 2021 Budget – Treasurer Shelly Scheimesser opened the floor for questions or concerns regarding the 2021 budget. There were none.
- e. 2021 Vestry Retreat – The retreat is scheduled for January 9-21. Honey Creek is open and can provide appropriate social distancing. Fr. Lonnie asked that Vestry members contact him with any concerns.

4. INFORMATION

- a. Rector's Report – Fr. Lonnie reported the Diocese of Georgia has filed a claim with the Boy Scouts of America on behalf of all churches in the Diocese that sponsored Boy Scout troops. The Boy Scouts of America is in bankruptcy and is facing many child sexual abuse lawsuits. The Diocesan claim has not been filed for specific allegations, but in the event complaints are brought forward in the future.

The Cub Scouts troupe which St. Anne's sponsors has asked to resume activities on campus one Saturday per month. The Vestry agreed to this request pending further conversation between Fr. Lonnie and troupe leadership regarding their plans. The Bishop's Guidelines for in-person gathering should be followed and waivers should be signed.

- b. Senior Warden's Report – no report
- c. Junior Warden's Report – no report
- d. Liaison Reports
 - i. Adult Formation (*B. Doss & D. Falcone*) – no report
 - ii. Communications (*S. Cook*) – no report
 - iii. Mission (*open*) – no report
 - iv. Newcomers (*L. Moore*) – no report
 - v. Outreach (*M.A. Applegate*) – see attachment
 - vi. Parish Life (*J. Patrick*) – no report
 - vii. Pastoral Care (*B. Medley*) – see attachment
 - viii. Stewardship (*K. Moreno*) – no report
 - ix. Youth and Children (*N. Bryan*) – see attachment
 - x. Worship (*K. Moreno*) – no report
- e. Upcoming Dates

November 22	Consecration Sunday and Annual Meeting
November 29	First Sunday in Advent
December 15	Vestry Meeting (moved to 3 rd Tuesday)
December 24	Christmas Eve
January 6	Epiphany
January 29-31	VESTRY RETREAT

5. Decision

- a. The motion to schedule in-person outside worship services on the first Sunday of each month for December through January (December 6, January 3, and February 7) beginning at 10 a.m., 11 a.m., and noon and

on Christmas Eve starting at 5 p.m., 6 p.m., and 7 p.m. was made (C. Duncan/B. Medley) and passed unanimously.

- b. The Vestry agreed to keep the annual Vestry Retreat on the schedule at Honey Creek for January 29-31 at this time, though we will be flexible as the COVID situation is assessed nearer the end of January.

6. FINANCIAL REPORTS –Treasurer Shelly Schmeisser shared the following:

- a. Financial reports for the month ending October, 2020 (see attachment). Note that the \$44,000 PPE is not included in these reports.
- b. No update on the Moultrie property.

7. MINUTES – The minutes for the October 27, 2020 Vestry Meeting were approved as circulated by email.

8. CLOSING PRAYER – Brandon Medley closed the meeting with prayer.

Respectfully submitted,
Pam Leonard

— LIAISON REPORTS —

November, 2020

Adult Formation *(Brenda Doss and Donna Falcone)*

The group is planning a Miqra event, for December.

Communications *(Sarah Cook)*

No report.

Mission *(no liaison)*

No report.

Newcomers *(Linda Moore)*

No report.

Outreach *(Mary Alice Applegate)*

- **Suitcases for Kids:** This program provides two changes of clothing and “wish list” items (in a stylish duffel bag) to 400 children in Foster Care and also to children who have been identified through the Patticake House or Ruth’s Cottage. St. Anne’s is donating \$900.00 to supply items for 3 older children this year. Syd Blackmarr and Christine Tibbetts have traditionally done the shopping for these items. Other parishioners are welcome to donate particular items or money directly to Suitcases for Kids by contacting Melissa Wood at Patticake House at 229-339-1418.
- **Angel Tree:** St. Anne’s will provide gifts to 30-35 residents at the Rehabilitation Center of South Georgia. We will receive the gift requests from the rehab center the third week in November. In lieu of setting up a tree in the Parish Hall with crochet angels holding gift requests, we will likely use the “Sign up Genius” app.
- **Cancer Care:** Clayton Riehle and St. Anne’s Relay for Life have announced a “Virtual Yard Sale,” where the group will pick up serviceable household items to deliver to an area thrift store, in exchange for a donation to the American Cancer Society. For more info contact Clayton Riehle: clayton.riehle@gmail.com or 229-325-5117.
- **Second Harvest:** Jimmy Felton and Libby Robertson have picked up our first purchase of staples from Second Harvest non-profit.
- **Food Box Ministry:** Sheila O’Neal announced that recipients will now receive additional nutritious and hearty food items purchased through Second Harvest. New items include canned meats, meals in a pouch, juice, and fresh apples.

- **Emergency Bags:** Four emergency bags have been handed out in the last month. Jimmy Felton is working on lettering for the new drop off box under the Ministry Center portico.
 - **Knots of Love:** Sheila O'Neal reports the group has been very busy this month. They need additional participants to fulfill the many requests.
 - **Adopt a Mile:** Kathy Moreno reports that the next pickup is Saturday, December 5, at 8:30 a.m., starting at the Georgia Museum of Agriculture parking lot on Whiddon Mill Road. Additional volunteers are welcome.
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Parish Life *(Jessica Patrick)*

No report.

Pastoral Care *(Brandon Medley)*

Fr. Lonnie and Brandon meet via teleconference every other week to discuss pastoral care needs. Brandon communicates action items to the pastoral care team.

Stewardship *(Kathy Moreno)*

The Stewardship Committee continues to meet and discuss the Consecration Sunday Program which began November 1 and will culminate on November 22. At the end of each of the three Consecration Sunday in-person services, members will place their commitment cards on the altar and pick up a catered take-home meal on the way to their car. Those watching from home are also encouraged to drive by St. Anne's, place their commitment card on the altar and pick up a meal. Later in the day, at some point during the 5 pm Annual Meeting on Zoom, an overview of those commitments will be given by Treasurer Shelly Schmeisser.

Youth & Children *(Nancy Bryan)*

No report.

Worship *(Kathy Moreno)*

No report.

St. Annes Operating Budget Summary

Oct-20	Oct-20	Oct-19
Monthly Income All-Sources	\$ 38,195.63	\$ 27,900.00
Expenses	\$ 34,991.92	\$ 39,816.04
Net Operating Income	\$ 3,203.71	\$ (11,916.04)

YTD October 2020	Oct-20	Oct-19
Total Income	\$ 349,841.89	\$ 353,352.13
Total Expenses	\$ 350,031.71	\$ 358,868.31
Net Operating Income	\$ (189.82)	\$ (5,516.18)

Note: Pledge Income	October	Year To Date	Budget YTD
Oct-20	\$ 38,188.00	\$ 347,167.86	\$ 396,820.00
Oct-19	\$ 27,118.00	\$ 347,006.34	
Difference	\$ 11,070.00	\$ 161.52	

Note: Budget	Expense YTD	Budget YTD	Difference
Oct-20	\$ 350,031.71	\$ 396,820.00	\$ 46,788.29
Oct-19	\$ 358,868.31	\$ 369,940.00	\$ 11,071.69

AMERIS BANK-Dedicated Accounts

Current Month	Past Month	Accounts
\$ 6,542.40	\$ 6,542.40	Diocesan Bond Interest
\$ 156,740.84	\$ 154,925.64	Money Market Holding
\$ 2,570.69	\$ 1,650.66	Money Market Checking
\$ 165,853.93	\$ 163,118.70	TOTAL CASH In AMERIS - Dedicated Accounts

OTHER Accounts (SGBC) Cash

Current Month	Past Month	Accounts
\$ 3,678.72	\$ 3,703.48	Bookstore

OTHER Savings/Investments

Current Month	Past Month	Accounts
\$ 50,000.00	\$ 50,000.00	Diocesan Bonds
\$ 115,005.16	\$ 109,332.26	Episcopal Church Foundation-Endowment
\$ 242,279.69	\$ 242,279.69	Colquitt Property
\$ 11,117.66	\$ 11,117.66	Edward Jones Money market
\$ 418,402.51	\$ 412,729.61	TOTAL Other Savings/Investments

\$ 587,935.16	\$ 579,551.79	TOTAL Dedicated Cash/Savings/Investments
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SOUTH GEORGIA BANK - Operating Accounts

Account Balances	Current Month	Past Month
Checking: Church Operating	\$ 98,785.75	\$ 96,317.50
Operating Reserve	\$ 100,000.00	\$ 100,000.00
Real Estate Account	\$ 7,269.04	\$ 10,721.11
Total Cash in South Georgia Bank	\$ 206,054.79	\$ 207,038.61

Total Cash in SGBC & Ameris Banks	\$ 793,989.95	\$ 786,590.40
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Ministry Center Financing			
Building Fund			
	Income	Expenses	Balance
Oct-20	\$ 945.00	\$ 4,656.22	\$ 41,068.53

Mortgage Balance	\$ 640,041.55
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NOTABLE Dedicated Accounts

Account	Current Month	Past Month
Maintenance Reserve	\$ 28,394.82	\$ 28,394.82
Unrestricted Memorials	\$ 5,817.09	\$ 5,407.09
Restricted Memorials	\$ 7,100.75	\$ 7,100.75
Adult Formation	\$ 10,030.49	\$ 10,030.49
Mission Fund	\$ 750.00	\$ 100.00
Needlepoint	\$ 9,043.28	\$ 9,043.28
Outreach	\$ 10,067.02	\$ 10,248.23
Parish Life	\$ 8,777.61	\$ 8,777.61
Pastoral Care	\$ 1,000.32	\$ 1,000.32
Worship	\$ 3,791.45	\$ 3,791.45
Youth Formation	\$ 10,051.43	\$ 10,051.43

Rector's Discretionary Fund	\$ 5,826.00	\$ 7,064.94
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Building Fund

Ministry Center Financing				
Building Fund				
	Income	Expenses	Balance	
Jan-19	\$ 8,419.22	\$ 13,200.00	\$ 56,057.79	
Feb-19	\$ 3,072.00	\$ 4,656.22	\$ 54,473.57	
Mar-19	\$ 5,349.00	\$ 4,656.22	\$ 55,166.35	
Apr-19	\$ 1,047.00	\$ 4,656.22	\$ 51,557.13	
May-19	\$ 2,312.00	\$ 4,656.22	\$ 49,212.91	
Jun-19	\$ 2,321.00	\$ 4,656.22	\$ 46,877.69	
Jul-19	\$ 1,229.00	\$ 4,656.22	\$ 43,450.47	
Aug-19	\$ 376.70	\$ 4,656.22	\$ 39,170.95	
Sep-19	\$ 1,121.00	\$ 4,656.22	\$ 35,635.73	
Oct-19	\$ 1,409.00	\$ 4,656.22	\$ 32,388.51	
Nov-19	\$ 5,389.00	\$ 4,656.22	\$ 33,121.29	
Dec-19	\$ 2,787.00	\$ 4,656.22	\$ 31,252.07	



Episcopal Diocese of Georgia

COVID-19 Safer Standards Chart

Revised: November 4, 2020

	Indoors	Outdoors
Maximum Number of People	<p>Up to twenty-five (25) persons if square footage allows (i.e. 25 persons will not exceed the 10 person per 300 square feet condition)</p> <p>OR</p> <p>If the area of the gathering space exceeds 750 square feet, a number of persons up to ten (10) persons per 300 square feet of gathering space to a maximum of 50.</p> <p><i>All numbers include clergy and lay worship leaders</i></p>	<p>Up to seventy-five (75) persons</p> <p><i>All numbers include clergy and lay worship leaders</i></p>
Duration	<p>Forty (40) minutes or less total in the space</p>	<p>Up to one (1) hour total</p>

<p>Spacing</p>	<p>At least six (6) feet apart (including when at the altar)</p> <p>Every other pew/row of chairs cordoned off</p> <p>Do not seat persons directly in front of/behind one another</p>	<p>At least ten (10) feet on all sides (masks not required) between individual or pods¹</p> <p>At least six (6) feet on all sides (masks required) between individuals or pods</p>
<p>One Way and Traffic Flow Markings</p>	<p>Yes</p> <p>Idea is to keep people from crossing paths head-on; arrows in tape on the floor or signs may help direct traffic into and out of nave or worship space, into and out of seating, and similar.</p>	<p>Yes</p> <p>Idea is to keep people from crossing paths head-on; arrows on the ground or signs may help direct traffic into and out of seating and similar.</p>

¹ A “pod” is a small group that has contact with each other essentially exclusively and otherwise practices social distancing.

<p>Online Signups</p> <p>Including name and contact information; can also include signing up for seat/placement locations (for example, SignUp Genius)</p>	<p>Recommended</p> <p>If no online signups, names and contact information may be recorded by a designated usher such that only one person touches the pen and paper</p>	<p>Recommended</p> <p>If no online signups, names and contact information may be recorded by a designated usher such that only one person touches the pen and paper</p>
<p>Assigned or Recorded Seating/Placement</p> <p>This information is necessary for contact tracing so we may let people know if they may have been exposed to COVID-19.</p>	<p>Yes</p> <p>If assigned seating is not included in online signups, a designated usher may record along with names and contact information</p>	<p>Yes</p> <p>If assigned seating is not included in online signups, a designated usher may record along with names and contact information</p>
<p>Masks</p> <p>(The CDC does not currently recommend use of face shields as a substitute for masks. Church must have masks available for persons who do not bring their own; medical grade masks not required)</p>	<p>Yes</p>	<p>Yes, while singing, or if spacing less than ten (10) feet apart</p> <p>No, if spacing greater than ten (10) feet apart; however, persons should have masks to wear as they move around and in the event they move closer than ten (10) feet to each other</p>

Musical Instruments	No wind instruments (other than organ)	No wind instruments
Singing and/or Chanting (including choir practice)	Soloists/single pod of up to five (5) people only Masked, distanced twenty-five (25) feet or more, amplified if possible. Soloist/pods must be tested within four days before singing indoors if singing with more than ten (10) people present.	Yes Masks required, at least twelve (12) feet between individuals/pods.
Eucharist	Yes Received in one kind (hosts)	Yes Received in one kind (hosts).
Passing the Peace/Greetings	Touch free and maintaining at least six (6) feet of distance (waving, bowing, etc.)	Touch free and maintaining at least six (6) feet of distance (waving, bowing, etc.)
Offering Plates	No	No

Hand Sanitizer	<p>To be dispensed by a designated usher to each person upon entering the building and again when exiting (required) OR persons may be directed to a hands-free dispenser</p> <p>Also to be available for additional optional use; a designated usher will dispense upon request OR hands-free dispensers may be provided</p>	<p>Use not required, but to be made available (optional); a designated usher will dispense upon request OR persons may be directed to a hands-free dispenser if one is available outdoors</p>
Printed Materials	<p>Yes</p> <p>BCP, Hymnal, and other reusable printed worship materials may be used.</p>	<p>Yes</p> <p>BCP, Hymnal, and other reusable printed worship materials may be used.</p>
Processions	<p>No</p>	<p>Yes</p> <p>with no singing in procession</p>

Restrooms	<p>Emergency use only</p> <p>Post signs at each restroom detailing safer restroom use and safety precautions as necessary.</p> <p>Otherwise cordoned off</p>	<p>Emergency use only</p> <p>Post signs at each restroom detailing safer restroom use and safety precautions as necessary.</p> <p>Otherwise cordoned off</p>
Food and Beverages	No	<p>Yes</p> <p>Food/drinks must be individually portioned, preferably in closed containers, and set out ahead of time. Masked individuals/pods come up one at a time to get food/drinks, and must keep masks on until they are seated, ten (10) feet apart, and can only be unmasked while eating/drinking.</p>
COVID-19 Contact Tracing Plan	<p>Remind the gathering:</p> <p>Whom to contact at the church if you develop symptoms of COVID-19 and/or test positive within five (5) days after this gathering.</p> <p>When such information is reported, (i) others at the gathering may be notified of potential exposure (names will not be</p>	<p>Remind the gathering:</p> <p>Whom to contact at the church if you develop symptoms of COVID-19 and/or test positive within five (5) days after this gathering.</p> <p>When such information is reported, (i) others at the gathering may be notified of potential exposure (names will not be</p>

	shared), (ii) the public health department of the county in which the parish is located will be contacted, and (iii) Canon Loren Lasch will be notified in accordance with Diocesan policy.	shared) (ii) the public health department of the county in which the parish is located will be contacted, and (iii) Canon Loren Lasch will be notified in accordance with Diocesan policy.
Third Party Space Use (rentals, community meetings)	Yes must follow all guidelines, sign a liability waiver, be approved by Vestry, and Bishop's Office informed.	Yes must follow all guidelines, sign a liability waiver, be approved by Vestry, and Bishop's Office informed.