

– MINUTES –

ST. ANNE'S VESTRY MEETING JUNE 22, 2021

Present: Fr. Lonnie Lacy, Erin Campbell, Sarah Cook, Jill Coogle, Carl Duncan, Donna Falcone, Allen Lamb, Brandon Medley, Kathy Moreno, Jenna Claire Riddle, Lorie Felton (Treasurer), and Pam Leonard (Clerk)

Absent: Mary Alice Applegate, Linda Moore, and Pat Walker

1. OPENING PRAYER – Fr. Lonnie opened the meeting with prayer.
2. FORMATION – Fr. Lonnie led the group in a discussion of church dynamics in relation to congregation size.
3. DISCUSSION
 - a. Lifting of Remaining Covid Restrictions
 - i. Fr. Lonnie shared a letter from Bishop Frank Logue changing all COVID-19 guidance from requirements to encouraged practices (see attachment). This change allows all further decisions to be made at the congregational level guided by conditions in the local area.
 - ii. Discussion ensued on restarting full communion and healing prayer at St. Anne's. The group agreed to resume both this Sunday, June 22, allowing members of the congregation to participate where they are comfortable.
 - b. Worship Schedule after Rally Sunday – The Vestry considered the pros and cons of continuing with one Sunday service rather than two after Rally Sunday. The consensus was to hold one Sunday service for the time being to allow parishioners to reacquaint and reconnect after being apart during the pandemic (see *Decision*).
 - c. "Normal" Activities to Resume after Rally Sunday – Preparations are underway for all programs to restart after Rally Sunday, including Sunday School for all ages, Godly Play, Wednesday Night Programs, and Vacation Bible School.
 - d. Building Loan – Treasurer Lorie Felton shared the Finance Committee's meeting notes regarding refinancing of the Ministry Center building loan (see attachment). The committee recommends financing the loan for a

15-year term as opposed to a 10-year term. The monthly payment will be \$2,065, and there is no prepayment penalty. The Vestry would like more information on balloon payments, therefore the proposal will be revisited at the next meeting.

- e. Parish Hall HVAC – Jr. Warden Kathy Moreno reported that a permanent solution is needed to correct a flooding problem in the main room of the Parish Hall. Three independent units were originally installed: one 7.5-ton unit with traditional ductwork which serves the kitchen, choir room, and bathroom; one 15-ton unit with fiberglass ductwork embedded in the foundation which serves the main room; and one “motel-like” unit which only serves the old bookstore. When heavy rain occurs, it is not unusual for the floor vents in the main room to fill with water, sometimes overflowing onto the floor. Roy Rankin thinks that as the foundation settled, one or more ducts cracked, allowing water to seep into the vents. Ms. Moreno has discussed possible solutions and received quotes from two companies. She plans to continue working on these estimates and will present to the Vestry for a vote when completed. (Full details in Jr. Warden’s Report attachment.)

4. INFORMATION

- a. Rector’s Report – no report
- b. Senior Warden’s Report – no report
- c. Junior Warden’s Report – see attachment
- d. Liaison Reports – Written reports submitted prior to the meeting are attached.
 - i. Adult Formation (*E. Campbell*) – Dr. Campbell met with a group to solicit suggestions and discuss plans for the coming year. Teachers are needed.
 - ii. Communications (*D. Falcone*) – no report
 - iii. Finance (*C. Duncan*) – no report
 - iv. Mission (*Jill Coogle*) – no report
 - v. Newcomers (*L. Moore*) – see attachment
 - vi. Outreach (*M.A. Applegate*) – see attachment
 - vii. Parish Life (*J.C. Riddle*) – A kitchen manager is needed to oversee the volunteers for Sunday Social Hour and Wednesday night children’s supper, as well as other special meals. To make sure volunteers hosting Sunday Social Hour can get into the Parish Hall, Fr. Lonnie will have a keypad installed.
 - viii. Pastoral Care (*B. Medley*) – see attachment
 - ix. Stewardship (*J. Coogle*) – no report
 - x. Youth and Children (*A. Lamb*) – no report

xi. Worship (*P. Walker*) – no report

e. Upcoming Dates

July 19-23	Vacation Bible School
July 25-29	Fr. Lonnie on Vacation
July 30 – August 9	General Convention of the Episcopal Church
August 1	Rally Sunday
August 3	Vestry Meeting (rescheduled from July 27)
August 24	Vestry Meeting (regular August meeting)

5. Treasurer Lorie Felton shared financial reports for the month ending May 31, 2021 (see attachment). She also asks that liaison area budget requests be submitted by August 3.
6. DECISION – The motion was made to continue to offer one Sunday service at 10 a.m. following Rally Sunday. The motion passed unanimously.
7. MINUTES – The minutes for the May 25, 2021, Vestry Meeting were approved as circulated.
8. CLOSING PRAYER – Brandon Medley closed the meeting with prayer.

Respectfully submitted,
Pam Leonard



The Episcopal Church
The Diocese of Georgia

The Office of the Right Reverend Frank Logue, Bishop of Georgia

Dear Clergy and Lay Leaders of the Diocese of Georgia,

A year ago, I announced our first plans for returning to in-person worship in pandemic. I have so appreciated your patience with me and with one another during this difficult year and all the challenges it has meant for you and your congregation. I am writing to move all of our COVID-19 guidance from requirements to encouraged practices.

Subsidiarity

Within the Anglican Communion, the principle of subsidiarity, rather than a strict hierarchy, is an organizing principle. This emphasizes that many decisions should be handled at a diocesan or congregational level rather than as a church-wide matter. The Episcopal Church as a whole did not close all together as this is not the way our church functions. This announcement shifts the decision-making more fully on individual congregations, who through their canonical leadership will make the decisions appropriate for their context.

What changes will occur?

This depends entirely on the priests (whether rector or priest in charge) and the vestries. If everything is working for you, no changes are needed. If you would like to loosen restrictions, your decisions can be guided by your own knowledge of the conditions in your area. If changes are made, please keep within the broad recommendations of the Centers for Disease Control, especially as they pertain to masking and social distancing for those who are unvaccinated.

Please note that some communities in the diocese may still have mask mandates in effect and congregations in those areas must follow the law in those instances. As the context changes, any changes can be made as soon as is best for your congregation.

Pax et bonum,

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The Right Reverend Frank S. Logue, Bishop of Georgia

St. Anne's Finance Committee

Meeting Notes

Monday, June 7, 2021, at 6 pm

Ministry Center Room 102

Finance Committee met to discuss recommendations for refinancing the ministry center building loan. After reviewing the information presented to the committee from Ameris bankers concerning refinancing the building loan for approximately \$317,000, the committee decided to recommend to the vestry to finance the loan for 15-year term. Members were concerned that a 10-year term loan, as suggested by the bank, was too short considering all that has transpired over the last 15 months. Emily graciously contacted the banker to inquire as to the monthly payments amounts for each loan. A 10-yr. fixed / 20-year amort of 3.87% payment would be \$1,953 while a 15-yr. fixed / 20-year amort of 4.52% would be \$2,065. Also, the committee found out that there would be no prepayment penalty.

In other business, the committee reviewed proposal for outdoor lighting of campus. After discussion, the proposal was tabled for insufficient information.

JUNIOR WARDEN'S REPORT

Kathy Moreno

June, 2021

There are several projects currently underway or under consideration.

Underway: Projects up to \$600

1. Replacing light bulbs in all buildings -- Just under \$500 worth of lightbulbs and a crew of five or six fearless parishioners willing to climb tall ladders.
2. Replacing three "Welcome to St. Anne's" signs. Cost: \$600 (Willis Signs)
3. Installing two sturdy banner frames that can be easily disassembled and stored when not in use. Cost: \$400
4. Productive landscaping workday -- So far, we have had two workdays with a low turnout, so only a limited amount could be accomplished.
5. Decorating walls in the Ministry Center -- Mary Glynn Hendrix is helping with this project in the adult classrooms, but need colorful, fun pictures for children's rooms and enlarged photos of St. Anne's kids engaged in parish activities to hang in the halls. Cost: up to \$600
6. Paint rear wall in Little St. Anne's that shows sign of past water damage -- This could be done by anybody willing and able to climb a ladder and paint. Cost: \$20-30 if a volunteer could do it.
7. Repair right rear pew in Little St. Anne's -- I am contacting a member who works with wood to see if he can help. Cost: unknown, but hopefully less than \$600
8. Replace ceiling tile in Acolyte Room and Narthex -- Need a volunteer able to climb a ladder. Cost: \$1 per square foot

Please contact me if you or anyone you know would like information on how to help with any of these projects: 229.392.4224 or kmoreno@abac.edu

Under Consideration: Projects over \$600

1. Replace or install outdoor lights -- The outdoor lights in the quad and on the playground are inadequate for Trunk or Treat or other outdoor events in fall and winter. Several outdoor lights are not functioning correctly and need to be replaced. Cost: \$3,200 according to one estimate. Working on a second estimate.
2. Remove two trees -- Lorie Felton has identified two trees as eyesores that will just become bigger eyesores if not removed. No estimate of cost yet. Moe Clements says one could be removed by three young adults, but would still need the stump ground. The other one is so large only a professional should attempt to remove it. Cost: unknown
3. Permanent solution to a flooding problem in the main room of the Parish Hall --
Background: When the Parish Hall was built, three independent air conditioning units were installed. One 7.5 ton HVAC with traditional ductwork that serves the kitchen, choir room, and bathroom; one 15 ton HVAC with fiberglass ductwork embedded in the foundation that serves the main room; and one "motel-like" unit that serves only the old bookstore. When we have a heavy rain, it is not unusual for the floor vents in

the main room to fill with water, sometimes overflowing onto the floor. Roy Rankin thinks that as the foundation settled, one or more ducts cracked, allowing water to seep into the vents. We have had two companies discuss possible solutions.

- One company (5 Star) suggests a split system: six units independently deliver air into the main room of the Parish Hall. Image: window units with the units placed on the ground (three on north side of building and three on south side of building) with ductwork along the exterior wall blowing air into vents above the windows. Sounds ugly, and the price is even uglier: \$32,000.
- Another company (D&M) suggests using the existing unit installed in 2011 and installing ductwork inside the main room of the Parish Hall that could be housed in some architecturally aesthetic manner. Roy says that is a possibility. They could not give an estimate without knowing what shape the current unit is in. I have asked Emily for all the invoices on the units, including invoices for maintenance and repairs. She thinks she can get that for me by June 24.
- The third company (Cottongim) said it is beyond anything they have ever done and suggested a company in Albany (Albany Air) that has several corporate clients. I contacted them on June 16 and explained the problem. I was told they would have the manager call me back. No news yet; I will contact them again the week of June 21.

— LIAISON REPORTS —

June, 2021

Adult Formation *(Erin Campbell)*

No report.

Communications *(Donna Falcone)*

No report.

Finance *(Carl Duncan)*

No report.

Mission *(Jill Coogle)*

No report.

Newcomers *(Linda Moore)*

The Newcomers Meet and Greet was this past Sunday. We had a total of seven new people join a majority of the Vestry members. It was an enjoyable and relaxed gathering. A big thanks to the Riddle's for hosting the event at their house. Many thanks also to the Coogle's for furnishing the main food items and to those who brought additional items. The help setting up and cleaning up was greatly appreciated.

There are plans to create "shepherds," St Anne's members to guide the newcomers as they discern their place in our parish.

We still need ushers to round out the group.

Outreach *(Mary Alice Applegate)*

- **Response to Covid:** The Outreach Support group discussed the idea that transportation is a barrier to some who want to receive a Covid vaccination. The group agreed to make calls to the local health department, Southwell Medical Center, and Tift Lift to assess the situation. The idea is that Outreach could pay the fee charged by Tift Lift public transportation.
- **Food Box:** Sheila O'Neal reports another household with two adults will start receiving a monthly food delivery. Three additional volunteers are willing to deliver food boxes.
- **Knots of Love:** Five hand-crocheted pieces have gone out in the past month.

- **Loaves of Love:** Art Lawton continues to bake 21 loaves per week for delivery to Brother Charlie's Rescue Mission and Ruth's Cottage. A bake sale at St. Anne's is being considered for late September or early October.
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Parish Life *(Jenna Claire Riddle)*

No report.

Pastoral Care *(Brandon Medley)*

Fr. Lonnie and Brandon frequently discuss current pastoral care needs together. Brandon communicates needs to the pastoral care team. Fr. Lonnie and Brandon maintain a shared spreadsheet to keep track of needs and care action items.

Stewardship *(Jill Coogle)*

No report.

Youth & Children *(Allen Lamb)*

No report

Worship *(Pat Walker)*

No report.

St. Annes Operating Budget Summary

May-21	May-21	May-20
Monthly Income All-Sources	\$ 35,508.23	\$ 33,181.00
Expenses	\$ 30,582.22	\$ 31,218.55
Net Operating Income	\$ 4,926.01	\$ 1,962.45

YTD May 2021	May-21	May-20
Total Income	\$ 197,542.95	\$ 198,930.86
Total Expenses	\$ 167,002.32	\$ 173,219.84
Net Operating Income	\$ 30,540.63	\$ 25,711.02

Note: Pledge Income	May	Year To Date	Budget YTD
May-21	\$ 34,958.13	\$ 196,322.67	\$ 193,095.00
May-20	\$ 33,181.00	\$ 196,367.46	
Difference	\$ 1,777.13	\$ (44.79)	

Note: Budget	Expense YTD	Budget YTD	Difference
May-21	\$ 167,002.32	\$ 193,095.00	\$ 26,092.68
May-20	\$ 173,219.84	\$ 198,410.00	\$ 25,190.16

AMERIS BANK-Dedicated Accounts			
Current Month	Past Month	Accounts	
\$6,555.29	\$ 6,555.29	Diocesan Bond Interest	
\$166,060.81	\$472,078.42	Money Market Holding	
\$1,959.05	\$1,355.28	Money Market Checking	
\$ 174,575.15	\$ 479,988.99	TOTAL CASH In AMERIS - Dedicated Accounts	

OTHER Accounts (SGBC) Cash			
Current Month	Past Month	Accounts	
\$0.00	\$ 3,678.72	Bookstore	

OTHER Savings/Investments			
Current Month	Past Month	Accounts	
\$ 50,000.00	\$ 50,000.00	Diocesan Bonds	
\$ 129,043.26	\$ 129,043.26	Episcopal Church Foundation-Endowment	
\$0.00	\$ 253,397.35	Edward Jones Money market	
\$ 179,043.26	\$ 432,440.61	TOTAL Other Savings/Investments	

\$ 353,618.41	\$ 916,108.32	TOTAL Dedicated Cash/Savings/Investments	
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SOUTH GEORGIA BANK - Operating Accounts

Account Balances	Current Month	Past Month
Checking: Church Operating	\$126,987.01	\$122,079.92
Operating Reserve	\$100,000.00	\$ 100,010.06
Real Estate Account	\$5,815.15	\$5,815.15
Total Cash in South Georgia Bank	\$ 232,802.16	\$ 211,155.42

Total Cash in SGBC & Ameris Banks	\$ 586,420.57	\$ 1,127,263.74
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Ministry Center Financing			
Building Fund			
	Income	Expenses	Balance
May-21	\$0.00	\$ 4,656.22	\$67,549.82

Mortgage Balance	\$ 318,653.05
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NOTABLE Dedicated Accounts			
Account	Current Month		Past Month
Maintenance Reserve	\$	22,780.65	\$21,780.65
Unrestricted Memorials	\$	3,572.09	\$ 3,572.09
Restricted Memorials	\$	7,100.75	\$ 7,100.75
Adult Formation	\$	10,030.49	\$ 10,030.49
Mission Fund	\$	750.00	\$ 750.00
Needlepoint	\$	9,043.28	\$ 9,043.28
Outreach	\$	10,197.02	\$ 10,197.02
Parish Life	\$	9,777.61	\$ 9,777.61
Pastoral Care	\$	1,000.32	\$ 1,000.32
Worship	\$	5,653.34	\$ 1,974.62
Youth Formation		\$5,426.43	\$5,426.43

Rector's Discretionary Fund	\$ 6,833.05	\$8,624.05
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May '21 Building Fund			
Ministry Center Financing			
Building Fund			
	Income	Expenses	Balance
Dec-20	\$ 5,194.00	\$ 4,656.22	\$ 38,236.09
Jan-21	\$ 942.00	\$ 4,656.22	\$ 34,521.87
Feb-21	\$ 49,209.00	\$ 4,656.22	\$ 79,074.65
Mar-21	\$ 1,501.00	\$ 4,656.22	\$ 75,919.43
Apr-21	\$ 304,973.83	\$ 4,656.22	\$ 376,237.04
May-21	\$0.00	\$ 4,656.22	\$ 371,580.82
Jun-21		\$ 4,656.22	\$ 366,924.60
Jul-21		\$ 4,656.22	\$ 362,268.38
Aug-21		\$ 4,656.22	\$ 357,612.16
Oct-21		\$ 4,656.22	\$ 352,955.94
Nov-21		\$ 4,656.22	\$ 348,299.72
Dec-21		\$ 4,656.22	\$ 343,643.50