

– MINUTES –

ST. ANNE'S VESTRY MEETING

AUGUST 3, 2021

(Rescheduled from July 27)

Present: Fr. Lonnie Lacy, Mary Alice Applegate (by Zoom), Erin Campbell, Sarah Cook, Jill Coogle (by Zoom), Carl Duncan, Allen Lamb, Brandon Medley, Linda Moore, Kathy Moreno, Pat Walker, Lorie Felton (Treasurer), and Pam Leonard (Clerk)

Absent: Donna Falcone and Jenna Claire Riddle

1. OPENING PRAYER – Fr. Lonnie opened the meeting with prayer.
2. FORMATION – Mutual Invitation: A Means for Holy Conversation
 - a. Fr. Lonnie led the group in a discussion of Mutual Invitation, a method of conversation which encourages intentional listening, sharing ideas, and full participation of group members.
3. DISCUSSION
 - a. Covid Delta Variant Guideline Adjustments
 - i. In view of the emergence of the Covid Delta variant and the increasing number of Covid cases in the Tifton community, Fr. Lonnie has spoken with the physicians in our parish regarding worship. All agree that masks should be required. After discussion, Vestry members decided upon reinstatement of several precautions for in person worship beginning this Sunday, August 8:
 - Masks required
 - Contactless Peace
 - Bread only Communion
 - Distancing in pews
 - No healing prayer
 - ii. Revised Formation Schedules – due to the current COVID situation:
 - Beginning dates for Adult Sunday School and Wednesday evening Bible Study are to be determined. As all members of the Tuesday

morning Bible Study are vaccinated, the group will continue to meet with masks required.

- The Children and Youth Committee met last week. Members would like parent input on when children's programs should resume. Consideration should also be given to any problems arising after schools open.
- iii. Volunteer Vaccinations – The Children and Youth Committee is exploring the possibility of adding Covid vaccination to the list of requirements to serve as a volunteer with children's programs. Liaison Allen Lamb will keep the Vestry apprised of recommendations.
- b. New Youth Volunteer Screening Process – Work is well underway to bring the parish to total compliance with Diocesan guidelines for volunteers, which includes interviews, reference checks, criminal background checks, and completion of Safeguarding God's Children.
 - i. All Vestry members are required to complete Safeguarding God's Children.
- c. Building Loan – Discussion tabled at last month's meeting regarding the refinancing of the Ministry Center Building loan was revisited.

4. INFORMATION

- a. Rector's 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*) – no report
 - ii. Communications (*D. Falcone*) – no report
 - iii. Finance (*C. Duncan*) – no report
 - iv. Mission (*Jill Coogle*) – no report
 - v. Newcomers (*L. Moore*) – no report
 - vi. Outreach (*M.A. Applegate*) – see attachment
 - vii. Parish Life (*J.C. Riddle*) – no report
 - viii. Pastoral Care (*B. Medley*) – see attachment
 - ix. Stewardship (*J. Coogle*) – no report
 - x. Youth and Children (*A. Lamb*) – see attachment
 - xi. Worship (*P. Walker*) – no report
- e. Upcoming Dates
 - August 24 Vestry Meeting (regular August meeting)
 - September 16-24 Emily on Vacation

5. Treasurer Lorie Felton shared financial reports for the month ending June 30, 2021 (see attachment). She also said the deadline to submit liaison area budget requests has been extended to August 15.
6. DECISION – The motion was made to refinance the Ministry Center Building Loan for a 10-year term. The motion passed unanimously.
7. MINUTES – The minutes for the June 22, 2021, Vestry Meeting were approved as circulated.
8. CLOSING PRAYER – Kathy Moreno closed the meeting with prayer.

Respectfully submitted,
Pam Leonard

JUNIOR WARDEN'S REPORT

Kathy Moreno

July, 2021

Several improvements/repairs/replacements were either completed this past month or are currently underway.

- Most of these were possible due to our dedicated volunteers
- On the suggestion of Lorie Felton, we have formed a St. Joseph's Guild
 - Co-directors: Jeff Gibbs and Don Webb
 - First meeting held 7/15 with 4 people in attendance, but several more have expressed an interest
 - Will tackle small repair jobs, as they are able
- Landscape Committee resurrected
 - Chair: Jimmy Felton
 - First meeting was scheduled for 7/27, but was postponed due to COVID
 - Bench has been donated to place in Memorial Garden
 - Committee will determine style and best location

Recently Completed

1. Two banner frames installed. Cost: \$400 They have been buried in the ground, but will require cement to stabilize them. The St. Joseph Guild has undertaken this.
2. ½ of the ceiling tiles in acolyte room replaced. Need volunteer(s) to install remainder. Cost: \$153.34 for materials; labor free! (so far...)
3. Member George Guill repaired the right rear pew in Little St. Anne's AND the kneeler in the main Sanctuary nearest the 5th Station of the Cross. Cost: free!
4. Digital file created and saved to flash drive
 - a. all facility and landscaping blueprints
 - b. layouts of irrigation system, electrical lines, etc
 - c. Cost: \$100

Underway: Projects up to \$600

1. Several small projects were undertaken by handyman John Powers (\$2,800 to replace roof on gazebo, paint duct work on east and west walls of main Sanctuary, wash Parish Hall, clean, scrape and paint gutters & downspouts on Parish Hall) in March, but he still needs to paint the door frames (metal ones) on the side entrances to the parish hall. Should not cost anything
2. Replace light bulbs in main sanctuary and Little St. Anne's – \$477.78 worth of lightbulbs, mats and ¾" plywood. Have 2 vaccinated brave souls lined up, but put on hold due to COVID
3. Replace three "Welcome to St. Anne's" signs. Cost: \$600 (Willis Signs). Should be in place by August 1, according to Ricky Willis.
4. Landscape Committee Chair Jimmy Felton will get with Jill Coogle to coordinate a landscaping workday this Fall involving the youth, followed by a cookout and pool party at the Coogle home.

5. We are still in need of colorful, fun pictures for children's rooms and enlarged photos of St. Anne's kids engaged in parish activities to hang in the halls. The pictures will be enlarged on canvas and framed. Cost: up to \$600
6. Still need to paint the rear wall in Little St. Anne's that shows sign of past water damage. Will get with St. Joseph Guild and see if they can tackle this.

Please contact St. Joseph Guild co-directors Jeff Gibbs or Don Webb if you or anyone you know would like information on how to help with any of these projects.

Under Consideration: Projects over \$600

1. Replace or install outdoor lights
 - Several outdoor lights are not functioning correctly and need to be replaced. Clayton Electric Estimate: \$3,200
 - Still working on a second estimate from Weldon
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. Replace HVAC in Parish Hall
 - 5 Star Air repaired air handler on 6/7 (\$232.50) and add freon on 7/19 (\$692).
 - Talked to D&M Service Company (Heating & Air Conditioning in Tifton) on 7/15
 - Estimate: Keith Dees and Fate Miller \$34,084
 - Replace existing system with new American Standard system
 - Relocate air handler to closet on north side of Parish Hall
 - Install 60' duct sock on ceiling
 - Talked to Ray and Sons Heating & Air Conditioning (Nashville) on 7/26
 - Awaiting estimate: Danny Broyles
 - All A/C companies suggest converting the large "closet" in the former bookstore for use as a mechanical room and housing the air handler there
 - Close to electrical panel in kitchen pantry
 - Close to condenser outside the former bookstore
 - Easy to access for maintenance & repairs
 - Current air handler located in attic behind the screen
 - Won't have to remove and replace the drywall to put a new air handler in
 - Could abandon the old air handler in the attic behind the screen

— LIAISON REPORTS —

July, 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)*

No report.

Outreach *(Mary Alice Applegate)*

- **Possible new vaccination ministry:** Discussion continues on how to help people who do not have transportation for a Covid vaccination. We will contact Tift County Commissioner Melissa Hughes, who has raised funds to provide restaurant gift cards for those who get a vaccination. We will share with Ms. Hughes our plan to help pay for public transport and see if we can create a plan. Ms. Hughes could help publicize our offer to cover cost of public transport for a vaccination.
- **Food Box/Second Harvest:** Sheila O'Neal reported we have added a new recipient to receive a monthly food box. Jimmy Felton reported that Karen Hendrix is concerned that certain residents of Harbor Pointe Apartments might need food assistance. Karen will seek further information on residents' needs and get back to Jimmy.
- **Emergency Bags:** Jimmy Felton reported five emergency food bags had been given in the last month, including to students identified by the Ag teacher at the school. We have purchased additional "salvage" foods from Second Harvest, including peanut butter and other items for emergency bags.
- **Knots of Love:** Sheila O'Neal reported she has mailed three shawls since the last meeting.

- **Cancer Care:** Clayton Reihle has contacted Donna Falcone to request an interview for the St. Anne's newsletter.
 - **Adopt a Mile:** Daryl Walker reported (via Messenger) that the next litter pickup was scheduled for Saturday, July 24, 2021.
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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)*

- **Nursery** – Still need regular volunteers. The YC would like to make it mandatory for parents that have Nursery aged children to volunteer for nursery work at least once per quarter. Other volunteers can fill in the gaps.
- **Sunday School**
 - **Pre-K - 2nd**
 - Sarah/Jay Johnson - Lead Teachers
 - Lorie Felton – Assistant
 - NEED: 1-2 more assistants to trade off
 - **3rd – 5th**
 - Emily Guerry - Lead Teacher
 - Marion Curry – Assistant
 - NEED: 1-2 more assistants to trade off
 - **Mid High**
 - Amy Green - Lead Teacher
 - Tyler Riddle - Lead Teacher
 - **Sr High**
 - Josh Rogers - Lead Teacher
 - NEED: 2 assistants to trade off
- **Events**
 - **VBS** - Vacation Bible School 2021 was a huge success! We served 66 kids over the week. We had over 40 wonderful, hardworking volunteers that helped pull it all together. Jay and Tyler did an outstanding job with the opening and closing ceremonies. Lori Felton was superb at feeding all the children through the week (She made it look easy!). We will have a better idea of how much money was spent once all receipts have been turned in. All of the kids that visited St. Anne's North

Castle this week left with smiles on their faces, and some even inquired about coming back to St. Anne's on a regular basis. Nicky Lamb will be sending emails to all the participants to thank them for their participation in our VBS this year and a schedule of our youth programs at St. Anne's.

- Next Major Event – All Hallows Eve (Sunday October 31st)
 - **Mission** – Nothing at this time
 - **Ministry** – Nothing at this time
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Worship (Pat Walker)

No report.

St. Annes Operating Budget Summary

Jun-21		Jun-21		Jun-20	
Monthly Income All-Sources		\$	38,979.18	\$	25,883.00
Expenses		\$	43,588.62	\$	33,331.99
Net Operating Income		\$	(4,609.44)	\$	(7,448.99)
YTD June 2021					
		Jun-21		Jun-20	
Total Income		\$	236,807.93	\$	224,813.86
Total Expenses		\$	210,928.58	\$	206,551.83
Net Operating Income		\$	25,879.35	\$	18,262.03
Note: Pledge Income					
		June		Year To Date	
Jun-21		\$	38,181.76	\$	234,790.23
Jun-20		\$	25,883.00	\$	222,250.46
Difference		\$	12,298.76	\$	12,539.77
Note: Budget					
		Expense YTD		Budget YTD	
Jun-21		\$	210,928.58	\$	231,714.00
Jun-20		\$	206,551.83	\$	238,092.00
				\$	20,785.42
					31,540.70
AMERIS BANK-Dedicated Accounts					
Current Month		Past Month		Accounts	
\$6,555.29		\$	6,555.29	Diocesan Bond Interest	
\$173,829.30			\$167,274.01	Money Market Holding	
\$1,942.08			\$1,942.08	Money Market Checking	
\$	182,326.67	\$	175,771.38	TOTAL CASH IN AMERIS - Dedicated Accounts	
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	
\$	-	\$	-	Edward Jones Money market	
\$	179,043.26	\$	179,043.26	TOTAL Other Savings/Investments	
\$	361,369.93	\$	354,814.64	TOTAL Dedicated Cash/Savings/Investments	

SOUTH GEORGIA BANK - Operating Accounts

Account Balances		Current Month		Past Month	
Checking:	Church Operating	\$122,583.64	\$126,987.01		
	Operating Reserve	\$100,000.00	\$	100,000.00	
	Real Estate Account	\$0.00	\$5,815.15		
Total Cash in South Georgia Bank		\$	222,583.64	\$	211,155.42
Total Cash in SGB&C & Ameris Banks		\$	583,953.57	\$	565,970.06
Ministry Center Financing					
Building Fund					
	Income	Expenses		Balance	
Jun-21	\$6,579.15	\$	4,656.22	\$69,472.75	
Mortgage Balance		\$		619,319.09	
NOTABLE Dedicated Accounts					
	Account	Current Month		Past Month	
	Maintenance Reserve	\$	22,780.65	\$	22,780.65
	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	\$	5,653.34
	Youth Formation	\$	5,426.43	\$	5,426.43
	Rector's Discretionary Fund	\$	5,737.11	\$	6,833.05

June '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	\$ 308,687.22	\$ 67,549.82	
Jun-21	\$6,579.15	\$ 4,656.22	\$ 69,472.75	
Jul-21		\$ 4,656.22	\$ 64,816.53	
Aug-21		\$ 4,656.22	\$ 60,160.31	
Oct-21		\$ 4,656.22	\$ 55,504.09	
Nov-21		\$ 4,656.22	\$ 50,847.87	
Dec-21		\$ 4,656.22	\$ 46,191.65	