

– MINUTES –

ST. ANNE'S VESTRY MEETING MAY 21, 2024

Present: David Fant, Rich McDonald (Sr. Warden), Heather Newberry, Shelly Schmeisser (Jr. Warden), Alan Smith, Karen Smith, Kathy Moreno (Treasurer), and Pam Leonard (Clerk)

Zoom Attendance: Mtr. Leeann Culbreath and Kimberly Jacobs

Absent: Kristifer Bell, Justin Cook, Jeff Gibbs, Sherrie McCullough, and Brian Yost

1. OPENING PRAYER – Karen Smith opened the meeting with prayer.
2. FORMATION – Mtr. Leeann shared the article, “Your Church Does Not Need Volunteers,” by Erin Wathen. She then led the group in a discussion on service, discipleship, and ministry as opposed to “volunteering.”
3. MINUTES – The minutes for the April 23, 2024, meeting were approved as circulated (motion by Kathy Moreno/second by Heather Newberry).
4. FINANCIAL REPORTS – Treasurer Kathy Moreno shared the financial reports for the month ending April 30, 2024 (attached). She also said the Finance Committee is in favor of a capital campaign to pay off the Ministry Center loan.
5. DISCUSSION
 - a. Youth Mission Budgeted Funds – Due to the lack of a voting quorum, discussion was tabled until the June Vestry meeting.
6. INFORMATION
 - a. Priest in Charge’s Report – Three funerals and a wedding have been held at St. Anne’s in a six-week period. Mtr. Leeann has a plan in place should last rites be needed when she is out of town.
 - b. Senior Warden’s Report
 - i. Interim Priest in Charge Letter of Agreement – Mtr. Leeann’s letter of agreement has been finalized. Suggestions from the Vestry were incorporated in the document. Vestry members will receive a copy of the agreement once signed and approved by the Diocese.
 - ii. Junior Warden’s Report
 - iii. Campus Safety – The Campus Safety Committee is assessing all

areas of campus emergency preparedness and will make recommendations to the Vestry later this summer.

- iv. All 11 campus security cameras are in working order.
 - v. An estimate from Glynn Hendricks Interiors is expected in the next few days for work in the Parish Hall.
- c. Liaison Reports – Reports submitted in advance of the meeting are attached. Additional information presented during the meeting is below:
- i. Adult Formation (*B. Yost*) – no report
 - ii. Communications/Technology (*D. Fant*) – Efforts to contact Shine Rankin regarding campus IT have been unsuccessful. Attempts to connect with Mr. Rankin will continue.
 - iii. Finance (*J. Gibbs*) – no report
 - iv. Mission (*J. Cook*) – see attached
 - v. Outreach (*H. Newberry*)
 - Knots of Love: Fourteen crocheted pieces were delivered in March and April.
 - Emergency Food Bags: Thirty bags were given out during March and April.
 - Loaves of Love: A bake sale is planned for August 18.
 - Adopt-a-Mile: The next clean-up will be held in June.
 - TerraCycle: A full container of socks has been collected and will be delivered. Collections to continue.
 - vi. Parish Life (*S. McCullough/A. Smith*) – see attached
 - vii. Pastoral Care (*A. Smith/K. Smith*) – see attached
 - Additionally, 50 cards have been mailed during the month, and visits are continuing to parishioners at Maple Court and the Rehabilitation Center.
 - viii. Stewardship (*K. Bell*) – no report
 - ix. Transition/Rector Search (*J. Gibbs*) – no report
 - x. Worship – (*H. Newberry*) – no report
 - xi. Youth & Children (*K. Jacobs*) – Staff is needed for Vacation Bible School, which will be held June 3-7.

d. Upcoming Dates

June 3-7	Vacation Bible School
June 16-22	Youth Mission Trip
June 25	Vestry Meeting
July 23	Vestry Meeting
July 28	St. Anne's Feast Day
August 4	Rally Sunday
August 27	Vestry Meeting

7. DECISION – None, due to lack of a voting quorum.

8. CLOSING PRAYER – Heather Newberry closed the meeting with prayer.

Respectfully submitted,

Pam Leonard

St. Anne's Episcopal Church
 Selected Account Balance Summary
 January 1, 2024 vs Current Month vs Same Month in 2023

SELECTED ACCOUNTS	1/1/24	4/30/24	1 Yr Ago 4/30/23
CASH/CASH EQUIVALENTS			
Operating (South GA Bank)	\$288,012.87	\$267,643.53	\$345,609.59
Dedicated Accounts (Ameris Bank)			
Building Fund	35,405.88	21,308.84	39,137.96
Adult Formation	10,030.49	9,376.59	10,030.49
Kitchen Fund	4,775.18	5,345.18	4,675.18
Maintenance Reserve	28,954.23	32,059.30	16,738.10
Mission Fund	500.00	500.00	500.00
Needlepoint	9,043.28	9,043.28	9,043.28
Outreach	5,521.84	5,411.84	6,646.03
Parish Life	4,171.18	4,171.18	4,171.18
Pastoral Care	346.25	346.25	346.25
Rector's Discretionary Fund	2,143.05	1,864.05	1,480.83
Rector's Sabbatical Fund	2,840.03	4,260.03	1,065.00
Rector's Search Fund	20,348.96	19,441.46	20,558.96
Restricted Memorials	1,884.29	1,884.29	1,884.29
Unrestricted Memorials	3,440.09	3,515.09	2,670.09
Worship	9,418.02	9,065.82	7,245.41
Youth Formation	10,484.91	19,550.44	12,298.22
Other Dedicated Funds	390.36	2,833.13	1,328.13
Total Dedicated Accounts	149,698.04	149,976.77	139,819.40
Investment: CD (Edward Jones)	0.00	100,000.00	0.00
TOTAL CASH/CASH EQUIVALENTS	149,698.04	249,976.77	139,819.40
Endowment-St. Anne's Foundation	128,546.79	135,438.90	117,803.90
LOAN			
Mortgage on Ministry Center	\$216,118.72	\$197,406.42	\$228,364.06

St. Anne's Episcopal Church

Profit/Loss: April 2024 vs April 2023 & YTD 2024 vs Incr/(Decr) YTD 2023 & Budget

	Month of April 2024	Month of April 2023	Actual YTD 2024	Incr/(Decr) vs YTD 2023	Budget YTD 2024
INCOME					
Operating Income	\$21,292.22	\$26,599.87	\$112,694.67	(\$30,720.91)	\$161,072.00
Interest Income	12.42	26.25	58.67	(20.09)	0.00
TOTAL INCOME	21,304.64	26,626.12	112,753.34	(30,741.00)	161,072.00
EXPENSE					
Administration Expenses	11,566.33	13,104.89	34,792.82	7,993.83	34,568.00
Ministry Areas					
Adult Formation	0.00	550.11	309.96	(240.15)	196.00
Missions	0.00	0.00	100.00	100.00	0.00
Outreach	374.71	517.46	2,256.53	296.36	2,080.00
Parish Life	198.87	520.74	1,218.97	(60.75)	1,112.00
Pastoral Care	0.00	0.00	0.00	(126.00)	496.00
Stewardship	0.00	0.00	0.00	0.00	400.00
Worship	505.85	1,952.12	3,635.82	(2,986.41)	4,592.00
Youth Formation	871.31	161.14	2,405.88	(1,088.45)	5,160.00
Total Ministry Areas	1,950.74	3,701.57	9,927.16	(4,105.40)	14,036.00
Payroll & Related Exp					
Rector					
Salary & Payroll Tax	4,854.37	4,712.00	19,417.48	569.48	19,416.00
Benefits	2,055.00	2,702.70	6,033.01	1,029.28	31,272.00
Total Rector	6,909.37	7,414.70	25,450.49	1,598.76	50,688.00
Church Administrator					
Salary & Payroll Tax	4,194.76	4,072.40	16,779.02		16,776.00
Benefits	862.00	2,357.55	4,654.89		5,496.00
Total Church Admin	5,056.76	6,429.95	21,433.91	1,940.31	22,272.00
Music Dir & Musicians	3,549.44	3,916.31	15,363.60		14,184.00
Nursery & Kitchen	0.00	0.00	0.00		2,780.00
Total Payroll Exp	15,515.57	17,760.96	62,248.00	5,173.12	89,924.00
Buildings & Grounds					
Building Maint	1,795.00	2,184.15	2,741.12	(1,353.03)	3,096.00
Cleaning	1,345.56	1,409.74	6,909.25	1,952.24	5,164.00
Grounds Maint	600.00	600.00	2,410.18	10.18	2,616.00
IT Expense	0.00	0.00	170.00	170.00	116.00
Repairs	1,201.95	0.00	2,880.93	2,617.00	1,232.00
Utilities	2,295.82	1,702.67	8,695.33	2,380.89	9,512.00
Total B & G	7,238.33	5,896.56	23,806.81	5,776.88	21,736.00
TOTAL EXPENSES	36,270.97	40,463.98	130,774.79	14,838.43	160,264.00
PROFIT/LOSS	(14,966.33)	(13,837.86)	(18,021.45)	(45,579.43)	808.00

LIAISON REPORTS

MAY, 2024

Adult Formation (*B. Yost*)

-

Communications/Technology (*D. Fant*)

-

Finance (*J. Gibbs*)

- No report.

Mission (*J. Cook*)

- Youth Mission Team members are gearing up for their trip to Kingsland, Tennessee, to assist in the Appalachian Service Project. They will leave St. Anne's at 6 a.m. on June 16 and return on June 22. They are also working on construction of a picnic table sold at St. Anne's Got Talent.

Outreach (*H. Newberry*)

- Committee meets on May 21.

Parish Life (*S. McCullough & A. Smith*)

- Plans are underway for the Holy Ghost Weenie Roast to be held on Pentecost. We had a great turnout for the newcomer social. Thanks to all Vestry members who helped make it happen.

Pastoral Care (*K. Smith & A. Smith*)

- The PC Committee met and discussed the need to get clear procedures on how the meal train operates. Additionally, we discussed concerns about parishioners driving members to and from appointments as representatives of the church (who is responsible if an accident occurs). The Committee will further research this concern. Additionally, Mother Leanne provided plans and ideas on how to address care concerns if she is out of town and unavailable.

Stewardship (*K. Bell*)

-

Transition (*J. Gibbs*)

-

Worship (*H. Newberry*)

-

Youth Formation (*K. Jacobs*)

-