

– MINUTES –

ST. ANNE'S VESTRY MEETING

JUNE 25, 2024

Present: Justin Cook, David Fant, Jeff Gibbs, Rich McDonald (Sr. Warden), Kathy Moreno (Treasurer), Alan Smith, Karen Smith, and Shelly Schmeisser (Jr. Warden)

Absent: Kristifer Bell, Mtr. Leeann Culbreath, Kim Jacobs, Pam Leonard (Clerk), Sherrie McCullough, Heather Newberry, and Brian Yost

1. OPENING PRAYER – Karen Smith opened the meeting with prayer.
2. FORMATION – Shelly Schmeisser led a Lectio Process on Moses in the Tabernacle and how that relates to our parish transition process,
3. MINUTES – Minutes for the May 21, 2024, meeting and June 2, 2024, called meeting were approved as circulated (motion by Jeff Gibbs/second by Shelly Schmeisser).
4. FINANCIAL REPORTS – Treasurer Kathy Moreno shared the financial reports for the month ending May 31, 2024 (attached). In addition:
 - a. The Finance Committee asks that a mailer about the financial status be sent out to the parish.
 - b. Two Proposals:
 - i. Finance recommends removing the \$4,000 line item from Mission budgeted funds with the understanding that the Youth Committee may approach Vestry for additional support with regards to future mission needs in 2024.
 - ii. Finance recommends moving money from the dedicated accounts at Ameris to our Edward Jones account to earn interest on that money.
5. DISCUSSION
 - a. Youth Mission Budgeted Funds (see *Decision*).
 - b. St. Anne's Foundation Request – To host an informational session on St. Anne's Feast Day (see *Decision*)
 - c. Administrative Staff Responsibilities (regarding Ministry areas) – Tabled for July meeting as the Vestry would like some verbiage regarding this issue before making a decision.

6. INFORMATION

- a. Priest in Charge's Report – No report.
- b. Senior Warden's Report – Fr. Nathan Wilson's start date at St. Anne's is August 1.
- c. Junior Warden's Report – Cleanout and organization of the Parish is scheduled for the week of June 15th.
- d. 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*) – Working on getting access to IT so emails etc. can be setup.
 - iii. Finance (*J. Gibbs*) – No report.
 - iv. Mission (*J. Cook*) – See attached. Also, discussed the success of the Youth mission trip.
 - v. Outreach (*H. Newberry*) – See attached.
 - vi. Parish Life (*S. McCullough/A. Smith*) – No report.
 - vii. Pastoral Care (*A. Smith/K. Smith*) – In the process of getting the dual liaison situation up to speed.
 - 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*) – No report.
- e. Upcoming Dates

June 15-18	Parish-wide clean up and organization
July 23	Vestry Meeting
July 28	St. Anne's Feast Day and Mtr. Leeann's last Sunday, reception to follow service
August 4	Fr. Nathan's first Sunday, light reception to follow service
August 11	Rally Sunday/Blessing of the Backpacks
August 14	Wednesday night programs begin
August 18	Sunday School begins
August 27	Vestry Meeting

7. DECISION

- a. Motion by the Finance Committee to remove the \$4,000 line item from the Youth Mission Budget with the understanding that Youth/Mission may approach the Vestry for any future mission needs in 2024 (second by Jeff Gibbs). The motion passed.
- b. Motion for the St. Anne's Foundation to host an informational session on a different Sunday from St. Anne's Feast Day (July 28) since there are scheduling conflicts for that Sunday (motion by Shelly Schmeisser/second by Karen Smith). The motion passed.
- c. Motion by the Finance Committee to move up to \$75,000 from the dedicated accounts at Ameris Bank to the existing Edward Jones money

market account with the purpose of taking advantage of a better interest rate (second by Alan Smith). The motion passed.

8. CLOSING PRAYER – Rich McDonald closed the meeting with prayer.

Respectfully submitted,

Pam Leonard/Shelly Schmeisser*

**Took meeting notes in Pam's absence*

St. Anne's Episcopal Church

Profit/Loss: May 2024 vs May 2023 & YTD Actual '24 vs YTD '23 & Budget

	Month of May 2024	Month of May 2023	Actual YTD 2024	Last Year YTD 2023	Budget YTD 2024
INCOME					
Operating Income	\$22,865.83	\$31,318.42	\$135,560.50	\$174,044.00	\$201,340.00
Interest Income	11.03	0.00	69.70	78.76	0.00
TOTAL INCOME	22,876.86	31,318.42	135,630.20	174,122.76	201,340.00
EXPENSE					
Administration Expenses	6,937.39	11,005.24	41,730.21	37,805.23	43,210.00
Ministry Areas					
Adult Formation	0.00	20.00	309.96	961.72	245.00
Missions	0.00	0.00	100.00	0.00	0.00
Outreach	561.08	1,280.19	2,817.61	3,240.36	2,600.00
Parish Life	526.97	246.22	1,745.94	1,525.94	1,390.00
Pastoral Care	0.00	0.00	0.00	126.00	620.00
Stewardship	0.00	0.00	0.00	0.00	500.00
Worship	2,684.40	389.21	6,320.22	7,011.44	5,740.00
Youth Formation	1,377.11	1,863.90	3,782.99	5,358.23	6,450.00
Total Ministry Areas	5,149.56	3,799.52	15,076.72	18,223.69	17,545.00
Payroll & Related Exp					
Rector					
Salary & Payroll Tax	4,583.34	4,712.00	24,000.82	23,560.00	24,270.00
Benefits	50.00	1,122.01	6,083.01	6,125.74	39,090.00
Total Rector	4,633.34	5,834.01	30,083.83	29,685.74	63,360.00
Church Administrator					
Salary & Payroll Tax	4,194.75	4,072.40	20,973.77	20,362.00	20,970.00
Benefits	1,522.00	1,602.00	6,176.89	6,362.55	6,870.00
Total Church Admin	5,716.75	5,674.40	27,150.66	26,724.55	27,840.00
Music Dir & Musicians	3,549.43	5,396.50	18,913.03	21,061.74	17,730.00
Nursery & Kitchen	0.00	0.00	0.00	0.00	3,475.00
Total Payroll Exp	13,899.52	16,904.91	76,147.52	77,472.03	112,405.00
Buildings & Grounds					
Building Maint	1,205.00	190.00	3,946.12	4,284.15	3,870.00
Cleaning	1,355.72	1,170.00	8,264.97	6,127.41	6,455.00
Grounds Maint	1,848.48	600.00	4,258.66	3,000.00	3,270.00
IT Expense	0.00	0.00	170.00	0.00	145.00
Repairs	0.00	1,527.05	2,880.93	1,790.98	1,540.00
Utilities	5,150.10	2,257.26	13,410.01	8,571.70	11,890.00
Total B & G	9,559.30	5,744.31	32,930.69	23,774.24	27,170.00
TOTAL EXPENSES	35,545.77	37,453.98	165,885.14	157,275.19	200,330.00
PROFIT/LOSS	(12,668.91)	(6,135.56)	(30,254.94)	16,847.57	1,010.00

St. Anne's Episcopal Church
 Selected Account Balance Summary
 Beginning of 2024 vs Current Month vs Same Month in 2023

SELECTED ACCOUNTS	1/1/24	5/31/24	1 Yr Ago 5/31/23
CASH/CASH EQUIVALENTS			
Operating (South GA Bank)	\$288,012.87	\$256,981.04	\$339,504.00
Dedicated Accounts (Ameris Bank)			
Building Fund	35,405.88	19,993.33	37,720.45
Adult Formation	10,030.49	9,376.59	10,030.49
Kitchen Fund	4,775.18	5,345.18	4,775.18
Maintenance Reserve	28,954.23	30,878.07	(149.46)
Mission Fund	500.00	500.00	500.00
Needlepoint	9,043.28	9,043.28	9,043.28
Outreach	5,521.84	5,311.84	6,701.03
Parish Life	4,171.18	3,825.66	4,171.18
Pastoral Care	346.25	346.25	346.25
Rector's Discretionary Fund	2,143.05	1,087.16	776.83
Rector's Sabbatical Fund	2,840.03	4,615.03	1,420.00
Rector's Search Fund	20,348.96	19,291.46	20,558.96
Restricted Memorials	1,884.29	1,884.29	1,884.29
Unrestricted Memorials	3,440.09	4,665.09	2,895.09
Worship	9,418.02	9,065.82	6,948.41
Youth Formation	10,484.91	19,575.44	11,948.22
Other Dedicated Funds	390.36	3,073.84	1,397.27
Total Dedicated Accounts	149,698.04	147,878.33	120,967.47
Investment: CD (Edward Jones)	0.00	103,098.97	3,177.09
TOTAL CASH/CASH EQUIVALENTS	149,698.04	250,977.30	124,144.56
Endowment-St. Anne's Foundation	128,546.79	135,438.90	117,803.90
LOAN			
Mortgage on Ministry Center	\$216,118.72	\$196,184.77	\$224,046.83

LIAISON REPORTS

JUNE, 2024

Adult Formation (*B. Yost*)

-

Communications/Technology (*D. Fant*)

-

Finance (*J. Gibbs*)

- No report.

Mission (*J. Cook*)

- Youth Mission Team members left on June 16 for Kingsland, Tennessee, where they are assisting in the Appalachian Service Project. They will return on June 22.

Outreach (*H. Newberry*)

- Food Boxes - Added a new person to regular deliveries.
- Loaves of Love - August 18th is the next bake sale. Art Lawton has arranged with Karen Smith to deliver cookies to some ladies who gather for lunch each Wednesday.
- Love Notes - Finally got updated information for the new nursing home contact, especially important for Angel Tree planning.
- General - still waiting on outreach@email address.

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

-

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

-

Stewardship (*K. Bell*)

-

Transition (*J. Gibbs*)

- No report.

Worship (*H. Newberry*)

- No report.

Youth Formation (*K. Jacobs*)

-