

## – MINUTES –

### ST. ANNE'S VESTRY MEETING

AUGUST 27, 2024

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Present: Kristifer Bell, David Fant, Jeff Gibbs, Kimberly Jacobs, Sherry McCullough, Rich McDonald (Sr. Warden), Kathy Moreno (Treasurer), Alan Smith, Karen Smith, Fr. Nathan Wilson, and Brian Yost

Absent: Justin Cook, Pam Leonard (Clerk), Heather Newberry, and Shelly Schmeisser (Jr. Warden)

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1. OPENING PRAYER – Kimberly Jacobs opened the meeting with prayer.
2. FORMATION – Fr. Nathan referenced the “Mission of the Church” from the *Book of Common Prayer* (p. 855). He then spoke on the function of the Vestry, which is to support the mission of the church. We should not lose sight of this purpose.
3. Minutes for the July 23, 2024, meeting were approved as circulated (motion by Jeff Gibbs/second by David Fant.)
4. FINANCIAL REPORTS – Treasurer Kathy Moreno shared the financial reports for the month ending July 31, 2024 (attached). She also reported the following.
  - a. The Rector Search Fund will remain in the Operating Fund.
  - b. Budget requests are due September 30. The Finance Committee will meet on October 6.
  - c. Rector’s Salary/Housing Allowance – As a housing allowance is not taxed, a designation of this allowance amount requires a vote. (see *Decision*).
5. DISCUSSION
  - a. St. Anne’s Foundation By-Laws – Fr. Nathan discovered misspelled words and inconsistencies in the updated by-laws document which had been circulated prior to the meeting. Brian Yost will compare the two documents and share a comparison report by email. Suggestions and changes will be discussed at the next Vestry meeting before approval.
  - b. Vestry Nominating Committee – Shelly Schmeisser and Kim Jacobs will serve on the committee representing the Vestry. They will fill other seats on the committee with non-Vestry parishioners.
  - c. Diocesan Convention

- i. St. Anne's Delegates – Linda Moore, Lisa Gibbs, Lorie Felton, and Karen Smith have volunteered to serve as delegates. Shelly Schmeisser has approached one of our youth, Riley Johnson, about serving as well. A vote via email will be taken to choose three delegates and an alternate.
  - ii. As the convention will be held in Tifton, St. Anne's volunteers will be needed to assist with the event. The church office will be the St. Anne's contact point for the convention.
- d. Stewardship – Kristifer Bell met with Mtr. Leeann Culbreath prior to her departure regarding plans for the Stewardship campaign. Consecration Sunday is scheduled for October 27, 2024. Kristifer has spoken to a guest speaker for Consecration Sunday, as well as parishioners to speak on giving at Sunday services during stewardship season. Plans include reaching out to Tom and Jill Coogle regarding lunch for Consecration Sunday. Parish Administrator Emily Guerry will be the contact for paperwork for the event.
- e. E-Newsletter Publication Plan – Stacey Greene is currently being paid \$40 an hour to edit the newsletter. Mtr. Leeann Culbreath scheduled the initial meeting to secure Ms. Greene's services earlier this year. Fr. Nathan and Shelly Schmeisser will meet with Mrs. Greene to discuss future needs and expectations.

## 6. INFORMATION

- a. Rector's Report
  - i. Parish Administrator Duties – Fr. Nathan reported that duties of the Parish Administrator have been discussed with the Executive Committee. The Parish Administrator should be asked to perform only relevant limited tasks.
- b. Senior Warden's Report – Rich McDonald attended the Diocesan Strategic Planning Listening Session in Albany. He said it was constructive and productive. Communication was a key topic. A survey is forthcoming from the Diocese, and everyone is encouraged to complete it. The next session will be held at Christ Church Valdosta on September 7.
- c. Junior Warden's Report – No report.
- 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*) – See attached.
  - ii. Communications/Technology (*D. Fant*) – No report.
  - iii. Finance (*J. Gibbs*) – No report.
  - iv. Mission (*J. Cook*) – No report.
  - v. Outreach (*H. Newberry*) – See attached.
  - vi. Parish Life (*S. McCullough/A. Smith*) – See attached.

- vii. Pastoral Care (*A. Smith/K. Smith*) –
  - Fr. Nathan decided that, as a church, we do not officially offer rides to members. It is an individual or personal decision.
  - Libby Robertson is reorganizing the Meal Train.
  - The Pastoral Care Committee has discussed a budget request of \$2,000 to fund the Card Ministry. A total of 60 cards were sent during August to parishioners for various reasons.
- viii. Stewardship (*K. Bell*) – No report.
- ix. Transition/Rector Search (*J. Gibbs*) – n/a
- x. Worship – (*H. Newberry*) – See attached.
- xi. Youth & Children (*K. Jacobs*) – See attached.

e. Upcoming Dates

September 7	Diocese of Georgia Strategic Planning Listening Session Christ Church Valdosta, 9-11 a.m. (**September 10 online session, 6-8 p.m., signup info in newsletter)
September 14-15	New Beginnings Staff Retreat at St. Anne's
September 22	Loaves of Love Bake Sale
September 24	Vestry Meeting
October 3	Blessing of the Animals
October 27	Consecration Sunday
October 31	All Hallows' Eve
November 3	Annual Meeting
November 8-9	Diocesan Convention

7. DECISION

- a. Motion to approve designating \$27,000 per year of the Rector's salary as Housing Allowance (motion by Jeff Gibbs/second by Karen Smith). The motion was approved.
- b. Decision on Diocesan Convention delegates will be voted on via email.

8. CLOSING PRAYER – Brian Yost closed the meeting with prayer.

Respectfully submitted,

Pam Leonard/Kimberly Jacobs\*

*\*Took meeting notes in Pam's absence*

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

<b>SELECTED ACCOUNTS</b>	<b>1/1/24</b>	<b>7/31/24</b>	<b>1 Yr Ago 7/31/23</b>
<b>CASH/CASH EQUIVALENTS</b>			
Operating (South GA Bank)	\$388,012.87	\$260,490.98	\$359,494.79
Dedicated Accounts (Ameris Bank & EJ)			
Building Fund	35,405.88	16,828.31	34,669.43
Adult Formation	10,030.49	9,376.59	10,030.49
Kitchen Fund	4,775.18	5,345.18	4,775.18
Maintenance Reserve	27,559.30	30,878.07	111,532.84
Mission Fund	1,334.46	6,637.70	1,491.20
Needlepoint	9,043.28	9,043.28	9,043.28
Outreach	5,521.84	5,136.84	6,721.03
Parish Life	4,171.18	3,825.66	4,171.18
Parish's Clerical Reserve Fund	3,362.23	5,680.03	2,130.00
Pastoral Care	346.25	346.25	346.25
Rector's Discretionary Fund	2,143.05	1,612.89	1,198.93
Rector's Search Fund	20,348.96	19,106.53	20,558.96
Restricted Memorials	1,884.29	1,884.29	1,884.29
Unrestricted Memorials	3,440.09	5,290.09	3,165.09
Worship	9,418.02	7,251.27	7,195.41
Youth Formation	9,650.45	13,568.85	9,158.01
Other Dedicated Funds	1,263.09	3,951.06	1,554.13
<b>Total Dedicated Accounts</b>	149,698.04	145,762.89	229,625.70
Investment: CD (Edward Jones 2/12/24)	0.00	100,000.00	0.00
<b>TOTAL CASH/CASH EQUIVALENTS</b>	<u>537,710.91</u>	<u>506,253.87</u>	<u>589,120.49</u>
Endowment-St. Anne's Foundation	128,546.79	140,950.63	118,941.24
<b>LOAN</b>			
Mortgage on Ministry Center	216,118.72	193,751.95	221,795.96

# LIAISON REPORTS

AUGUST, 2024

## **Adult Formation (B. Yost)**

- Adult Sunday School classes started back for the fall on August 18th. We'll be using topics from the Wired Word each week. They're easy, interesting topics drawn from current events and if anyone would like to be added to the email list or would like to facilitate discussion on a Sunday, they can email me at byost@abac.edu. We also resumed our Wednesday night Bible Stories for Grown Ups series on the 21st. BFGS meets in Ministry Center 102 at 6:30. This fall we're working our way through II Samuel.

## **Communications/Technology (D. Fant)**

- No report.

## **Finance (J. Gibbs)**

- No report.

## **Mission (J. Cook)**

- No report.

## **Outreach (H. Newberry)**

- Emergency Food Bags - 24 went out in July. As of August 20, 17 have gone out in August.
- Loaves of Love - Bake sale planned for September 22. Art is staying very busy baking approximately 75 loaves of bread, 6 dozen cookies, 5-7 coffee cakes, and 4-5 dozen muffins each month.
- Adopt-A-Mile - Planning a cleanup in September.

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

- Everything is going great as we begin our new church year. We have had some exciting Sundays, and all has gone well! We continue to have Newcomers. Foyer groups are set to start back in October, with sign up now through September 15. Looking ahead, Annual Meeting and Advent Wreath Sunday will be held in November.

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

- No report.

## **Stewardship (K. Bell)**

- No report.

## **Transition (J. Gibbs)**

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## **Worship (H. Newberry)**

- No report.

## **Youth Formation (K. Jacobs)**

- Wednesday programming and Sunday School are off to a great start. We need nursery and Wednesday supper volunteers. Please see Kim or Shelly for more info!