

## – MINUTES –

### ST. ANNE’S VESTRY MEETING DECEMBER 17, 2024

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Present: Justin Cook, David Fant, Jeff Gibbs, Kimberly Jacobs, Pam Leonard (Clerk), Sherry McCullough, Rich McDonald (Sr. Warden), Heather Newberry, Alan Smith, Fr. Nathan Wilson, and Brian Yost. Also in attendance were incoming 2025 Vestry members Clayton Riehle and Libby Robertson.

Zoom Attendance: Shelly Schmeisser (Jr. Warden)

Absent: Kristifer Bell, Kathy Moreno (Treasurer), and Karen Smith

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1. OPENING PRAYER – Kimberly Jacobs opened the meeting with prayer.
2. FORMATION – Fr. Nathan presented an Advent-themed formation on *The Four Last Things* (death, judgement, heaven, hell).
3. MINUTES – Minutes for the November 19, 2024, meeting were approved as circulated with one correction to Section 4b (inserted “and adult formation account”).
4. FINANCIAL REPORTS
  - a. In Treasurer Kathy Moreno’s absence, Jeff Gibbs shared the financial reports for the month ending November 30, 2024 (attached), as well as a summary of 2025 Budget proposals. The reports were received as presented. The 2025 Budget will be voted on at the Vestry Retreat in January.
5. DISCUSSION
  - a. Reallocation of Rector’s Search and Adult Formation Funds – Options for reallocation of funds in these two accounts were presented by the Vestry Task Force appointed to provide recommendations (attached). Discussion followed (see *Decision*).
  - b. The St. Anne’s Foundation has offered to disburse \$3,000 for 2024 and an additional \$500 each year following. The Task Force proposed uses for these funds. The Foundation has also expressed interest in presenting a gift with very visible results to provide an opportunity for promotion of the group and its mission. After discussion, the suggestion was made to request \$15,000 from the Foundation for the Parish Hall repair and renovation project (see *Decision*).

## 6. INFORMATION

- a. Rector's Report – Fr. Nathan recognized Wardens Rich McDonald and Shelly Schmeisser, as well as Vestry members whose terms are ending: Kimberly Jacobs, Sherry McCullough, Shelly Schmeisser, and Brian Yost. He expressed much gratitude for their dedicated service.
- b. Senior Warden's Report – Rich thanked the Vestry for its commitment and service during the Rector's Search and beyond.
- c. Junior Warden's Report – Shelly said Parish Hall repairs will begin after Epiphany.
- 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*) – No report.
  - iii. Finance (*J. Gibbs*) – No report.
  - iv. Mission (*J. Cook*) – St. Anne's Got Talent will be held on February 15 to raise funds for the Youth mission trip.
  - v. Outreach (*H. Newberry*) – No report
  - vi. Parish Life (*S. McCullough/A. Smith*) – The making of Advent wreaths was well attended.
  - vii. Pastoral Care (*A. Smith/K. Smith*) – No report.
  - viii. Stewardship (*K. Bell*) – No report.
  - ix. Transition/Rector Search (*J. Gibbs*) – n/a
  - x. Worship – (*H. Newberry*) – No report.
  - xi. Youth & Children (*K. Jacobs*) – No report.

### e. Upcoming Dates

December 24	Christmas Eve Mass, Doors open at 10 p.m.; 10:30 p.m. Concert/11 p.m. Mass
December 25	Christmas Day Mass, 10 a.m.
January 6	Epiphany Mass and Children's Pageant
January 24-26	Vestry Retreat, Honey Creek
February 15	St. Anne's Got Talent
February 25	Vestry Meeting
March 4	Shrove Tuesday Pancake Supper
March 5	Ash Wednesday Service
March 25	Vestry Meeting
April 13	Palm Sunday
April 14-16	Holy Monday, Tuesday, Wednesday Services
April 17	Maundy Thursday Service
April 18	Good Friday Service
April 20	Easter
April 22	Vestry Meeting

## 7. DECISION

- a. Motion to approve the transfer of funds from the Rector's Search and Adult Formation accounts as follows:

Adult Formation to:

Parish Retreat	\$5,000
Youth Van	\$1,000
Maintenance Reserve	\$2,377

Rector's Search to:

Building Fund	\$18,925
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(motion by Brian Yost/second by Alan Smith). The motion passed.

- b. Motion to request \$15,000 from the St. Anne's Foundation to be used for the Parish Hall renovation project (motion by Shelly Schmeisser/second by Heather Newberry). The motion passed. Note: Heather Newberry will draft a request letter for Wardens' approval.

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

Respectfully submitted,

Pam Leonard

St. Anne's Episcopal Church

Profit/Loss: November 2024 vs November 2023; YTD Actual 2024; 2024 Budget

	Month of Nov-24	Month of Nov-23	Actual YTD 2024	Budget 2024
<b>INCOME</b>				
Operating Income	\$45,302	\$40,169	\$408,331	\$483,228
Interest Income	10	14	134	0
<b>TOTAL INCOME</b>	<b>45,312</b>	<b>40,183</b>	<b>408,465</b>	<b>483,228</b>
<b>EXPENSE</b>				
Administration Expenses	7,993	6,048	97,473	103,760
<b>Ministry Areas</b>				
Adult Formation	80	433	440	600
Missions	0	0	100	0
Outreach	1,371	99	6,157	6,250
Parish Life	18	501	3,338	3,600
Pastoral Care	0	0	0	1,500
Stewardship	73	66	151	1,200
Worship	787	446	8,407	13,800
Youth Formation	698	794	8,906	15,550
<b>Total Ministry Areas</b>	<b>3,028</b>	<b>2,340</b>	<b>27,498</b>	<b>42,500</b>
<b>Payroll &amp; Related Exp</b>				
<b>Rector</b>				
Salary & Payroll Tax	4,000	4,583	55,110	58,252
Benefits	4,264	1,230	28,791	93,848
<b>Total Rector</b>	<b>8,264</b>	<b>5,813</b>	<b>83,900</b>	<b>152,100</b>
<b>Church Administrator</b>				
Salary & Payroll Tax	4,195	4,072	46,152	50,337
Benefits	862	1,791	14,446	16,492
<b>Total Church Admin</b>	<b>5,057</b>	<b>5,863</b>	<b>60,598</b>	<b>66,829</b>
Music Dir & Musicians	3,549	3,621	40,210	42,593
Nursery & Kitchen	721	0	721	8,367
<b>Total Payroll Exp</b>	<b>17,591</b>	<b>15,298</b>	<b>185,429</b>	<b>269,889</b>
<b>Buildings &amp; Grounds</b>				
Building Maint	559	285	6,551	9,300
Cleaning	1,214	1,229	15,846	15,500
Grounds Maint	600	600	8,459	7,850
IT Expense	0	0	255	350
Repairs	0	0	4,511	3,700
Utilities	2,914	2,472	35,314	28,550
<b>Total B &amp; G</b>	<b>5,287</b>	<b>4,587</b>	<b>70,935</b>	<b>65,250</b>
<b>TOTAL EXPENSES</b>	<b>33,898</b>	<b>28,272</b>	<b>381,336</b>	<b>481,399</b>
<b>PROFIT/LOSS</b>	<b>\$11,414</b>	<b>\$11,911</b>	<b>\$27,129</b>	<b>\$1,829</b>

**St. Anne's Episcopal Church**

Select Account Balances

Beginning of 2024 vs Current Month vs Same Month in 2023

<b>SELECTED ACCOUNTS</b>	<b>1/1/24</b>	<b>11/30/24</b>	<b>1 Yr Ago 11/30/23</b>
<b>CASH/CASH EQUIVALENTS</b>			
Operating	\$388,013	\$312,519	\$352,575
Dedicated Accounts			
Building Fund	35,406	29,036	28,681
Adult Formation	10,030	9,377	10,030
Kitchen Fund	4,775	5,000	4,775
Maintenance Reserve	27,559	85,528	28,494
Mission Fund	1,334	3,744	1,279
Needlepoint	9,043	9,043	9,043
Outreach	5,522	5,744	5,751
Parish Life	4,171	4,171	4,171
Parish's Clerical Reserve Fund	3,362	5,680	3,550
Pastoral Care	346	346	346
Rector's Discretionary Fund	2,143	1,456	2,165
Rector's Search Fund	20,349	18,925	20,349
Restricted Memorials	1,884	1,884	1,884
Unrestricted Memorials	3,440	5,290	3,440
Worship	9,418	7,131	7,424
Youth Formation	9,650	12,302	9,988
Other Dedicated Funds	1,263	3,601	2,471
<b>Total Dedicated Accounts</b>	<b>149,698</b>	<b>208,258</b>	<b>143,844</b>
Investment: CD	0	100,015	3,248
<b>TOTAL CASH/CASH EQUIVALENTS</b>	<b>\$537,711</b>	<b>\$620,793</b>	<b>\$499,668</b>
Endowment-St. Anne's Foundation	128,547	140,951	120,903
<b>LOAN ***</b>	<b>1/1/24</b>	<b>11/30/24</b>	<b>11/30/23</b>
Mortgage on Ministry Center	\$216,119	\$188,860	\$217,276