

## – MINUTES –

### ST. ANNE'S VESTRY MEETING

JANUARY 26, 2025

\*\* held during annual Vestry Retreat \*\*

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Present: Kristifer Bell, David Fant, Jeff Gibbs, Pam Leonard (Clerk), Kathy Moreno (Treasurer), Heather Newberry, Clayton Riehle (Jr. Warden), Josh Rogers, Libby Robertson (Sr. Warden), Hans Schmeisser, Alan Smith, Karen Smith, Patrick Warren, and Fr. Nathan Wilson.

Absent: Rich McDonald

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1. OPENING PRAYER – Fr. Nathan opened the meeting with prayer.
2. FORMATION – There was no Formation as this meeting was held during the annual Vestry Retreat.
3. MINUTES – Minutes for the December 17, 2024, meeting were approved as submitted.
4. FINANCIAL REPORTS
  - a. Treasurer Kathy Moreno shared that the financial reports for the month ending December 31, 2024, were not yet available. (Note: The reports have now been received and are attached.)
5. DISCUSSION
  - a. Budget
    - i. Treasurer Kathy Moreno presented 2025 budget options and the Finance Committee's recommendation in the Saturday afternoon session of the Retreat. Discussion continued during this meeting (see *Decision*).
    - ii. Kathy also reported that the St. Anne's Foundation approved the Vestry's request of \$15,000 for the Parish Hall renovation. This amount was based on the average balance in the Foundation account over the past three years.
    - iii. Currently Vestry members pay individually for the annual Vestry Retreat. It was suggested that retreat costs should be paid by St. Anne's. This conversation will continue.

- b. Meeting Date Changes – The Vestry’s regularly scheduled monthly meetings are generally held on the fourth Tuesday of each month. Due to Holy Week, Thanksgiving, and Christmas holidays, the following changes were suggested for April, November, and December:

April 29, 2025  
 November 18, 2025  
 December 16, 2025

- c. St. Anne’s support for Postulant Brandon Medley’s candidacy for Holy Orders was discussed (see *Decision*).

6. INFORMATION

- a. Rector’s Report

- i. Fr. Nathan nominated Clayton Riehle to serve as the 2025 Junior Warden (see *Decision*).
- ii. Fr. Nathan appointed Libby Robertson to serve as the 2025 Senior Warden.
- iii. Justin Cook resigned from the Vestry after serving one year of his three-year term. Hans Schmeisser was nominated by Fr. Nathan to serve the remaining two years (2025-2026). A Vestry vote was conducted by email to fill the vacancy prior to the annual Retreat on January 16 (see *Decision*).

- b. Senior Warden’s Report – No report.

- c. Junior Warden’s Report – No report

- d. Liaison Reports – No reports were submitted as this is the first meeting of the year. Liaisons for 2025 are as follows:

Adult Formation . . . . .	Hans Schmeisser
Communications/Technology . . . . .	David Fant
Finance . . . . .	Jeff Gibbs
Parish Life . . . . .	Heather Newberry & Alan Smith
Pastoral Care . . . . .	Karen Smith
Outreach/Mission . . . . .	Patrick Warren
Stewardship/Capital Campaign . . . . .	Kristifer Bell
Worship . . . . .	Rich McDonald
Youth & Children . . . . .	Josh Rogers

- e. Upcoming Dates

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 Finance Committee's recommended 2025 budget, amended to include funding for Fr. Nathan's salary increase to begin January 1, 2025 (attached) (motion by Karen Smith/second by Jeff Gibbs). The motion passed.
- b. Motion to approve Fr. Nathan's nomination of Clayton Riehle to serve as the 2025 Junior Warden (motion by Jeff Gibbs/second by Kristifer Bell). The motion passed.
- c. Motion to change April, November, and December Vestry meeting dates to April 29, 2025, November 18, 2025, and December 16, 2025 (motion by Heather Newberry/second by David Fant). The motion passed.
- d. Motion to endorse Postulant Brandon Medley's candidacy for Holy Orders (motion by Kristifer Bell/second by Heather Newberry). The motion passed.
- e. Fr. Nathan conducted a vote by email on January 16, 2025, for Vestry approval of nominee Hans Schmeisser to fill the vacant seat due to Justin Cook's resignation. With 10 affirmative votes, Hans Schmeisser will serve the remainder of Justin Cook's term, 2025-2026.

8. The meeting adjourned, and the Retreat ended with Eucharist.

Respectfully submitted,  
Pam Leonard

**St. Anne's Episcopal Church**

Profit/Loss: December 2024; Year Ended 12/31/24; 2024 Budget;  
& 2024 Actual minus Budgeted Income & Expenses

	<b>Month of Dec-24</b>	<b>For the Year Ended 12/31/24</b>	<b>Budget 2024</b>
<b>INCOME</b>			
Contributions	\$73,490	\$481,821	\$483,228
Interest Income	11	145	0
<b>TOTAL INCOME</b>	<b>73,501</b>	<b>481,966</b>	<b>483,228</b>
<b>EXPENSES</b>			
<i>Administration Expenses</i>	5,487	102,961	103,760
<i>Ministry Areas</i>			
Adult Formation	25	465	600
Missions	0	100	0
Outreach	361	6,518	6,250
Parish Life	521	3,859	3,350
Pastoral Care	0	0	1,500
Stewardship	0	151	1,200
Worship	3,834	12,241	13,800
Youth Formation	542	9,448	11,550
<b>Total Ministry Areas</b>	<b>5,283</b>	<b>32,781</b>	<b>38,250</b>
<i>Payroll &amp; Related Exp</i>			
<i>Rector</i>			
Salary & Payroll Tax	4,000	59,110	58,252
Benefits	4,797	33,588	93,848
<b>Total Rector</b>	<b>8,797</b>	<b>92,698</b>	<b>152,100</b>
<i>Church Administrator</i>			
Salary & Payroll Tax	4,195	50,337	50,337
Benefits	2,833	17,289	16,492
<b>Total Church Admin</b>	<b>7,028</b>	<b>67,626</b>	<b>66,829</b>
Music Dir & Musicians	3,549	43,759	42,593
Nursery & Kitchen	98	819	8,367
<b>Total Payroll Exp</b>	<b>19,472</b>	<b>204,901</b>	<b>269,889</b>
<i>Buildings &amp; Grounds</i>			
Building Maint	1,404	7,955	9,300
Cleaning	2,340	18,186	15,500
IT Expense	0	255	350
Repairs	120	4,631	3,700
Utilities	2,568	37,882	28,550
<b>Total B &amp; G</b>	<b>6,432</b>	<b>68,909</b>	<b>57,400</b>
<b>TOTAL EXPENSES</b>	<b>36,674</b>	<b>409,552</b>	<b>469,299</b>
<b>PROFIT/LOSS</b>	<b><u>\$36,827</u></b>	<b><u>\$72,415</u></b>	<b><u>\$13,929</u></b>

**St. Anne's Episcopal Church**  
 Select Account Balances on December 31, 2024

SELECTED ACCOUNTS	1/1/24	12/31/24
<b>CASH/CASH EQUIVALENTS</b>		
Operating (South GA Bank)	\$387,824	\$337,260
Dedicated Accounts (Ameris Bank & EJ)		
Adult Formation	10,030	1,000
Kitchen Fund	4,775	5,200
Maintenance Reserve	27,559	86,970
Mission Fund	1,334	3,744
Needlepoint	9,043	9,043
Outreach	5,522	6,262
Parish Life	4,171	9,171
Parish's Clerical Reserve Fund **	3,362	5,680
Pastoral Care	346	346
Rector's Discretionary Fund	2,143	2,252
Rector's Search Fund	20,349	0
Restricted Memorials	1,884	1,884
Unrestricted Memorials	3,440	5,290
Worship	9,418	7,995
Youth Formation	9,650	13,402
Other Dedicated Funds	2,550	4,296
<b>Total</b> Dedicated Accounts	115,579	162,535
Investment: CD (Edward Jones 2/12/24)	0	100,049
<b>TOTAL CASH/CASH EQUIVALENTS</b>	\$503,404	\$599,844
Endowment-St. Anne's Foundation	133,117	140,951
<b>LOAN ***</b>		
Mortgage on Ministry Center	\$216,119	\$187,611

**St. Anne's Episcopal Church**

2025 Budget

	<b>Budget 2024</b>	<b>Actual for Year 2024</b>	<b>Budget 2025</b>
<b>INCOME</b>			
Contributions	\$483,228	\$481,821	\$458,152
Interest Income	0	145	5,000
<b>TOTAL INCOME</b>	<b>483,228</b>	<b>481,966</b>	<b>463,152</b>
<b>EXPENSES</b>			
<i>Administration Expenses</i>	103,760	102,961	110,608
<i>Buildings &amp; Grounds</i>			
Building Maint	9,300	7,955	9,625
Cleaning	15,500	18,186	15,700
Grounds Keeping	7,850	9,058	7,900
IT Expense	350	255	350
Repairs	3,700	4,631	5,300
Utilities	28,550	37,882	36,700
<b>Total B &amp; G</b>	<b>65,250</b>	<b>77,967</b>	<b>75,575</b>
<i>Ministry Areas</i>			
Adult Formation	600	465	500
Missions	0	100	1,000
Outreach	6,250	6,518	6,250
Parish Life	3,350	3,859	4,800
Pastoral Care	1,500	0	3,250
Stewardship	1,200	151	1,200
Worship	13,800	12,241	14,037
Youth Formation	11,550	9,448	13,650
<b>Total Ministry Areas</b>	<b>38,250</b>	<b>32,781</b>	<b>44,687</b>
<i>Payroll &amp; Related Exp</i>			
Rector			
Salary & Payroll Tax	58,253	59,110	49,440
Benefits	93,848	33,588	59,574
<b>Total Rector</b>	<b>152,101</b>	<b>92,698</b>	<b>109,014</b>
Church Administrator			
Salary & Payroll Tax	50,337	50,337	51,847
Benefits	16,492	17,289	17,377
<b>Total Church Admin</b>	<b>66,829</b>	<b>67,626</b>	<b>69,224</b>
Music Dir & Musicians	42,594	43,759	43,425
Nursery & Kitchen	8,365	819	8,619
<b>Total Payroll Exp</b>	<b>269,889</b>	<b>204,901</b>	<b>230,282</b>
<b>TOTAL EXPENSES</b>	<b>477,149</b>	<b>418,610</b>	<b>461,152</b>
<b>PROFIT/LOSS</b>	<b>\$6,079</b>	<b>\$63,357</b>	<b>\$2,000</b>