

– MINUTES –

ST. ANNE'S VESTRY MEETING MARCH 25, 2025

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

Absent: Josh Rogers

1. OPENING PRAYER – David Fant opened the meeting with prayer.
2. FORMATION – Fr. Nathan spoke about The Annunciation and saying “yes” to God’s plan as Mary did.
3. MINUTES – Minutes for the February 25, 2025, meeting were approved as circulated.
4. FINANCIAL REPORTS – Treasurer Kathy Moreno shared financial reports for the month ending February 28, 2025. The report was received as submitted (*attached*).
5. DISCUSSION
 - a. Parish Hall Project – The Finance Committee recommends funding a total of \$55,000 to complete Phases 2 and 3 of the Parish Hall renovation.
 - i. Itemized as follows:
 - Painting: \$15,000
 - Floor replacement: \$36,000
 - Financial cushion: \$4,000
 - ii. Work on the floor (by The Floor Shoppe) will begin after Vacation Bible School.
 - iii. Discussion ensued (*see Decision*).
 - b. Vestry Retreat – Treasurer Kathy Moreno asked the Finance Committee to explore the cost and possibility of funding the Vestry Retreat if held at Honey Creek.
 - i. The Finance Committee offered the following options to pay for a total of 14 people:
 - Option 1: Single occupancy room \$4,750

- Option 2: Double occupancy room plus mileage \$5,600
 - Option 3: Double occupancy room \$3,000
- ii. The Finance Committee recommends Option 3.
 - iii. Tabled for a future meeting.
- c. Policy on Interest Earning Accounts – The Finance Committee asks that the Vestry set a policy on interest earning accounts, recommending the transfer of interest earned on restricted funds to the Unrestricted Memorials Fund. Interest earned on Operating Funds will continue to remain in an Operating Cash account. Discussion followed (see *Decision*).

6. INFORMATION

- a. Rector’s Report
 - i. Fr. Nathan shared that parishioner Wendy Hughes passed away last Wednesday.
 - ii. Fr. Nathan asked Vestry members to encourage parishioners to come to him with questions or concerns.
- b. Senior Warden’s Report – No report.
- c. Junior Warden’s Report – Painting should be completed in the Parish Hall this week. Activities will resume in the building on Sunday.
- d. Liaison Reports (*attached*)
- e. Upcoming Dates

April 13	Palm Sunday Service, 10 a.m.
April 14-16	Holy Monday, Tuesday, Wednesday Services, 6 p.m.
April 17	Maundy Thursday Service, 6 p.m. Vigil till Midnight, Little St Anne’s Benediction of the Blessed Sacrament, Midnight
April 18	Good Friday Service, Noon
April 19	Holy Saturday Service, 9 a.m.
April 20	Easter Vigil, 6 a.m. Breakfast, 8:15 a.m. Easter Egg Hunt, 9:30 a.m. Eucharist, 10 a.m.
April 29	Vestry Meeting
May 4	Youth Sunday
May 27	Vestry Meeting

7. DECISION

- a. Motion to fund the completion of the Parish Hall project up to \$55,000 (motion by Jeff Gibbs/second by Heather Newberry). The motion passed. (Note: The \$15,000 for painting had been previously approved by email vote to meet the bid expiration deadline.)

- b. Motion to accept the Finance Committee's recommendation to set a policy on interest earning accounts, stating interest earned on restricted funds will be transferred to the Unrestricted Memorials Fund. Interest earned on Operating funds will continue to remain in an Operating Cash account (motion by Jeff Gibbs/second by Alan Smith). The motion passed.

8. CLOSING PRAYER – David Fant closed the meeting with prayer.

Respectfully submitted,

Pam Leonard

St. Anne's Episcopal Church
 Profit/Loss: Feb 2025; 2025 Budget; & Year to Date

	Budget	Month Ended		Year to Date	
	2025	2/28/25	2/29/24	2/28/25	2/29/24
INCOME					
Contributions	\$458,152	\$26,384	\$23,935	\$37,955	\$61,642
Interest Income-Operating	5,000	4,900	27	4,900	28
TOTAL INCOME	463,152	31,284	23,962	42,855	61,671
EXPENSES					
<i>Administration Expenses</i>	110,608	6,471	7,509	21,011	15,000
<i>Ministry Areas</i>					
Adult Formation	500	0	285	0	285
Missions	1,000	0	0	0	100
Outreach	6,250	321	882	1,563	1,882
Parish Life	4,800	394	176	460	405
Pastoral Care	3,250	0	0	0	0
Stewardship	1,200	0	0	0	0
Worship	14,037	335	438	775	1,828
Youth Formation	13,650	1,012	1,369	1,157	1,419
Total Ministry Areas	44,687	2,062	3,150	3,956	5,919
<i>Buildings & Grounds</i>					
Building Maint	9,625	287	195	882	390
Cleaning	15,700	1,170	1,739	1,178	4,079
Grounds Keeping	7,900	600	600	1,200	1,210
IT Expense	350	0	170	0	170
Repairs	5,300	4,233	1,527	4,267	1,527
Utilities	36,700	2,824	2,910	5,948	5,687
Total B & G	75,575	9,114	7,141	13,475	13,062
<i>Payroll & Related Exp</i>					
Rector					
Salary, Housing & Payroll Tax	77,250.00	6,611	4,854	12,861	9,709
Benefits	31,764.00	3,115	1,644	6,564	2,748
Total Rector	109,014	9,726	6,498	19,425	12,457
Church Administrator					
Salary & Payroll Tax	51,847	4,446	4,195	8,641	8,390
Benefits	17,377	911	1,522	1,822	2,659
Total Church Admin	69,224	5,357	5,717	10,463	11,049
Music Dir & Musicians	43,871	3,724	3,549	7,273	8,265
Nursery & Kitchen	8,619.00	382	0	690	0
Total Payroll Exp	230,728	19,189	15,765	37,851	31,770
TOTAL EXPENSES	461,598	36,836	33,565	76,293	65,752
PROFIT/LOSS	\$1,554	(\$5,551)	(\$9,602)	(\$33,438)	(\$4,081)

St. Anne's Episcopal Church
 Selected Account Balances Summary
 Beginning of 2025 vs Month Ended 2/28/25

SELECTED ACCOUNTS	1/1/25	2/28/25
CASH/CASH EQUIVALENTS		
Operating (South GA Bank) & Petty Cash	\$337,460	\$298,715
Investment: Edward Jones	100,049	105,000
Total Operating Funds	\$437,509	\$403,715
Dedicated Accounts (Ameris Bank & EJ)		
Building Fund *	51,633	33,918
Adult Formation	1,000	1,000
Kitchen Fund	5,200	5,200
Maintenance Reserve	86,970	86,970
Mission Fund	3,744	13,277
Needlepoint	9,043	9,043
Outreach	6,262	16,182
Parish Life	9,171	9,171
Parish's Clerical Reserve Fund **	5,680	5,680
Pastoral Care	346	346
Rector's Discretionary Fund	2,252	736
Restricted Memorials	1,884	1,884
Unrestricted Memorials	5,290	5,290
Worship	7,995	7,995
Youth Formation	13,402	13,102
Other Dedicated Funds	4,296	4,373
Total Dedicated Accounts	214,168	214,167
TOTAL CASH/CASH EQUIVALENTS	\$651,677	\$617,883
Endowment-St. Anne's Foundation	140,951	140,951
LOAN	1/1/25	2/28/25
Mortgage on Ministry Center	\$187,611	\$171,142

LIAISON REPORTS

MARCH, 2025

Adult Formation (*H. Schmeisser*)

- I met with Father Nathan on March 20th to discuss the development of a regular Sunday school program for adults. We plan to have Father Nathan facilitate the classes based on the lectionary readings for each week – the broad theme being “What did we Miss” or “Let’s Go Deeper” into the readings from the Sunday service.
- Additionally, I have reached out to about a dozen members to form an ad hoc Adult Formation committee. We are scheduled to meet on Sunday March 23rd to finalize the Sunday school schedule for the remainder of the semester. This meeting will also include discussions on forming a more permanent Adult Formation committee, and the development of a more robust program for the fall.
- Looking ahead, we hope to not only maintain a steady Sunday school program led by Father Nathan (as well as the continued growth of the Thursday Morning Bible Study Group), but also reintroduce a Wednesday night Bible study and expand our offerings with the Education for Ministry (EfM) program.
- Sunday School is back! The them is “What Did We Miss?”

Communications/Technology (*D. Fant*)

- No report.

Finance (*J. Gibbs*)

- The three issues discussed at the March 9 Finance Committee meeting were:
 - Pay for Vestry Retreat for 14 people.
 - Decision: present the Vestry with 3 options:
 - Single occupancy room \$4,750
 - Double occupancy room + mileage \$5,600
 - Double occupancy room \$3,000
 - The Finance Committee recommends Option C
 - Transfer interest earned on restricted funds to the Unrestricted Memorials Fund. Interest earned on Operating funds will continue to remain in an Operating Cash account.
 - Clayton Riehle presented bids on the Parish Hall Renovations Project.
 - The Finance Committee recommends funding up to \$55,000 in Parish Hall renovations.

Parish Life (*H. Newberry & A. Smith*)

- The Kitchen Committee met for the first time on March 16th. The committee members are Naomi Fudge, Jay Johnson, Lisa Meadows, Glenda Johnson, Racquel Whitcomb, Kathy Kerst, Heather Johnson, and Amy Warren.
 - Those who are able will gather at 9 a.m. on Saturday, March 29, to get the kitchen and party resituated following the completion of the painting project in the Parish Hall.
 - We will begin having coffee hour in the Parish Hall again on Sunday, March 30th, and volunteers are still needed for April 6, April 13, and April 27.
 - Easter Breakfast preparations are underway including sending out - via the newsletter - the sign-up genius for food and volunteers.
 - Anyone who can come is invited to join us as we gather at 9 a.m. on Saturday, April 19th, to handle set-up in the Parish Hall and prep work in the kitchen. Then on Sunday we will need all hands on deck in a variety of ways. We will need many hands to make light the work of preparing food, executing, and then cleaning up from this special time in the life of our parish that provides such a fun opportunity for fellowship. Please look for a way to serve in preparation for or on this day!
- The formation of a Parish Retreat Committee is underway.
 - Sherry McCullough has agreed to chair the committee, and Joy Yost has, thus far, agreed to serve on the committee.

- We are working on gathering a few more members so they can begin by first gauging the interest of the parish in having a retreat and then, if they determine there's adequate interest, beginning to make plans to execute a retreat.
- All's quiet on the newcomer's front for now simply because there is no bandwidth left to try to organize, plan, or execute anything along that line at the moment. We will likely aim for a less busy (church calendar-wise) month for hosting some type of newcomer's welcome gathering. We will let y'all know when that will be so you can plan to attend!

Pastoral Care (K. Smith)

- Thanks to the EYCers who worked in Sheila O'Neal's yard.

Outreach/Mission (P. Warren)

- The Outreach/Mission reports for February/March are as follows:
 - **Knots of Love – Sheila O'Neal:** Sheila sent three prayer shawls out and one was auctioned off at St. Anne's Got Talent.
 - **Food Box/Second Harvest – Jimmy Felton & Libby Robertson:** Libby reported that the work is good and unchanged.
 - **Emergency Bags – Jimmy Felton:** Jimmy reported via text message that 21 emergency food bags had been distributed for the month.
 - **Treasurer's Report – Libby Robertson:** Financial reports were unavailable at the meeting, but Libby sent them to Clayton on 25 February. These reports included the final report for 2024 and current activity through 19 February 2025.
 - **Loaves of Love – Art Lawton:** An information update and discussion if needed.
 - **Adopt-A-Mile – Darrell Walker:** Darrell reported that a cleanup walk is planned for Earth Day, 22 April 2025.
 - **Angel Tree – (Lead To Be Determined):** An information update and discussion if needed.
 - **Love Notes – Donna Falcone:** An information update and discussion if needed.
 - **TerraCycle – Libby Robertson:** Libby reported that the work is good and unchanged.
 - **Rapid Response Outreach Request Planning:** Clayton Riehle recommended tabling this until the Outreach@stannestifton.com email address is handled.

Stewardship (K. Bell)

- No report.

Worship (R. McDonald)

- A training was held on March 16 for MC/EMs. Acolyte training will be held after Easter.

Youth and Children Formation (J. Rogers)

- Shrove Tuesday was a success.
- Middle school mission work at O'Neal's house.
- Safe Guard as many people in Parrish as possible.
- VBS theme being decided.