

## – MINUTES –

### ST. ANNE'S VESTRY MEETING AUGUST 26, 2025

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

Absent:

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1. OPENING PRAYER – Libby Robertson opened the meeting with prayer.

2. FORMATION – Fr. Nathan read Phillipians 4:4-7:

*Do not be anxious about anything, but in every situation, by prayer and petition, with thanksgiving, present your requests to God. And the peace of God, which transcends all understanding, will guard your hearts and your minds in Christ Jesus.*

He then discussed the verses, emphasizing prayer. As Christians and as a Vestry, no matter what our need, prayer should come first.

3. MINUTES – Minutes for the July 22, 2025, meeting were approved as circulated.

4. FINANCIALS

a. Kathy Moreno shared financial reports for the month ending July 31, 2025, noting expenses are as expected, but income is not. The reports were received as submitted (*attached*). Kathy also reported plans to speak to the family representative for the Special Ministry Funds donation to request an extension on the Easter, 2026 deadline for use.

b. Junior Warden Report—Part I – Clayton Riehle shared that a lightning strike during last Thursday's storm caused damages to the St. Anne's Ministry Center:

- i. Phone system totally disabled (repair cost unknown at this point)
- ii. Elevator controls inoperative (repair cost \$29,000)
- iii. Sprinkler system out of order (repair cost unknown at this point)
- iv. Church Office air conditioning unit not working (repair cost \$2,000)

Clayton has made initial contact with the church insurance company.

5. DISCUSSION

a. Little St. Anne's Access Ramp – As Roy Rankin was unable to attend the meeting due to a family illness, Jr. Warden Clayton Riehle shared basic plans. The estimated cost of the project is \$30,000. Contact Roy with questions. In light of the upcoming costs of repair for the Ministry Center, the Vestry will revisit this proposal at a later date.

- b. Parish Retreat – Heather Newberry said the Parish Life Committee recommends October 9-11, 2026, for a Parish Retreat (see *Decision*).
- c. Vestry Retreat – Fr. Nathan proposed January 23-25, 2026, for the annual Vestry Retreat. There being no discussion, the date is confirmed.
- d. Diocesan Convention Delegates – The Diocesan Convention will be held on November 7-8 in Statesboro. Rich McDonald volunteered to serve as a delegate to the Convention, with Bettie Sue McDonald as alternate. According to availability, Darrell and Pat Walker or Jimmy and Lorie Felton will fill the two remaining delegate seats (see *Decision*).

## 6. INFORMATION

- a. Rector’s Report
  - i. Rites this month:
    - 1. Baptism of Justin Thompson on Sunday, August 24
  - ii. Vacant Vestry Seat
    - 1. Nominee Lana Hendrix has agreed to serve the balance of Kristifer Bell’s term which runs through December, 2026 (see *Decision*).
  - iii. Vestry Nominating Committee – Fr. Nathan has appointed members to serve on the Vestry Nominating Committee. They include David Fant, Jeff Gibbs, Jenna Riddle, and Joy Yost.
  - iv. For information purposes, Bishop Frank Logue shared that a priest in our Diocese has been deposed.
  - v. Fr. Nathan has written to Bishop Logue regarding St. Anne’s member Ricky Day’s discernment to the Diaconate.
- b. Senior Warden’s Report – Encouraged all Vestry members to say “thank you,” participate, and pray (see *Liaison Reports*).
  - i. An organized campaign of handwritten thank you notes was suggested. All Liaisons should send a list of active members to Heather Newberry by September 21.
- c. Junior Warden’s Report – The Emergency Plan has been finalized was presented for a vote (see *Decision*).
- d. Liaison Reports (*attached*)
- e. Upcoming Dates
 

October 8	Blessing of Animals
October 12	40 <sup>th</sup> Anniversary of St. Anne’s Sanctuary Dedication/Catered Lunch; no Sunday School
October 26	Consecration Sunday: Catered Lunch; no Sunday School
October 28	Vestry Meeting
October 31	All Hallows’ Eve Trunk or Treat/Community Hot Dog Dinner
November 2	All Saints’ Sunday (Daylight Savings ends)
November 7-8	Diocesan Convention, Statesboro
November 9	Annual Meeting/Soup Lunch; no Sunday School
November 18	Vestry Meeting
November 27	Thanksgiving Day
November 30	First Sunday of Advent: Wreath making and Angel Tree; no Sunday School
December 16	Vestry Meeting

December 24  
December 25

Christmas Eve Midnight Mass  
Christmas Day

## 7. DECISION

- a. Motion to approve the nomination of Lana Hendrix to fill the remainder of the term vacated by Kristifer Bell which runs through December, 2026 (motion by Heather Newberry/second by Alan Smith). The motion passed.
- b. Motion to approve Parish Retreat date of October 9-11, 2026 (motion by Jeff Gibbs/second by Libby Robertson). The motion passed.
- c. Motion to approve the Emergency Plan as presented (motion by Karen Smith/second by Josh Rogers). The motion passed.
- d. Motion to approve delegates to the 2026 Diocesan Convention as follows: Rich McDonald, Bettie Sue McDonald (alternate), and according to availability Pat and Darrell Walker or Jimmy and Lorie Felton (motion by Jeff Gibbs/second by Heather Newberry). The motion passed.

## 8. CLOSING PRAYER – Libby Robertson

Respectfully submitted,

Pam Leonard

## St. Anne's Episcopal Church

Profit/Loss: 2025 Budget; Month of July & Year to Date (YTD)

	Budget	Month Ended		Year to Date (YTD)	
	2025	7/31/25	7/31/24	7/31/25	7/31/24
<b>INCOME</b>					
Contributions	\$458,152	\$28,580	\$37,614	\$171,997	\$204,243
Interest Income	5,000	11	11	4,989	92
<b>TOTAL INCOME</b>	<b>463,152</b>	<b>28,591</b>	<b>37,625</b>	<b>176,987</b>	<b>204,335</b>
<b>EXPENSES</b>					
<i>Administration Expenses</i>	110,608	5,776	7,239	67,700	59,918
<i>Ministry Areas</i>					
Adult Formation	500	46	0	96	335
Missions	1,000	1,000	0	1,148	100
Outreach	6,250	0	0	3,584	3,398
Parish Life	4,800	476	367	2,072	2,112
Pastoral Care	3,250	(100)	0	(35)	0
Stewardship	1,200	0	78	0	78
Worship	14,037	700	1,072	7,310	5,967
Youth Formation	13,650	523	1,729	8,688	7,491
<b>Total Ministry Areas</b>	<b>44,687</b>	<b>2,645</b>	<b>3,245</b>	<b>22,864</b>	<b>19,481</b>
<i>Buildings &amp; Grounds</i>					
Building Maint	9,625	1,005	415	5,744	4,556
Cleaning	15,700	139	1,230	7,240	10,665
Grounds Keeping	7,900	600	600	4,200	4,810
IT Expense	350	0	0	0	170
Repairs	5,300	0	402	5,549	4,531
Utilities	36,700	3,594	3,774	18,143	17,431
<b>Total B &amp; G</b>	<b>75,575</b>	<b>5,337</b>	<b>6,421</b>	<b>40,877</b>	<b>42,163</b>
<i>Payroll &amp; Related Exp</i>					
Rector					
Salary, House & PR Tax	77,250.00	6,438	5,636	45,048	34,221
Benefits	31,764.00	3,040	1,622	15,794	8,935
<b>Total Rector</b>	<b>109,014</b>	<b>9,478</b>	<b>7,259</b>	<b>60,843</b>	<b>43,156</b>
Church Administrator					
Salary & Payroll Tax	51,847	4,321	4,195	30,283	29,363
Benefits	17,377	911	1,192	8,027	9,141
<b>Total Church Admin</b>	<b>69,224</b>	<b>5,232</b>	<b>5,387</b>	<b>38,310</b>	<b>38,504</b>
Music Dir & Musicians	43,871	3,656	3,549	24,591	26,012
Nursery & Kitchen	8,619.00	425	0	3,479	0
<b>Total Payroll Exp</b>	<b>230,728</b>	<b>18,790</b>	<b>16,195</b>	<b>127,223</b>	<b>107,672</b>
<b>TOTAL EXPENSES</b>	<b>461,598</b>	<b>32,549</b>	<b>33,100</b>	<b>258,664</b>	<b>229,234</b>
<b>PROFIT/LOSS</b>	<b>\$1,554</b>	<b>(\$3,957)</b>	<b>\$4,525</b>	<b>(\$81,677)</b>	<b>(\$24,899)</b>

**St. Anne's Episcopal Church**  
 Selected Account Balances Summary  
 January 1, 2025 vs Month Ended 7/31/25

<b>SELECTED ACCOUNTS</b>	<b>1/1/25</b>	<b>7/31/25</b>
<b>CASH/CASH EQUIVALENTS</b>		
Operating	\$337,460	\$249,984
Investment: CD	100,049	104,902
<b>Total Operating Funds</b>	<b>\$437,509</b>	<b>\$354,887</b>
<b>Restricted Accounts</b>		
Building Fund	51,633	31,295
B & G Maintenance Reserve*	86,970	(98)
<b>Ministries-Restricted Funds</b>		
Adult Formation	1,000	4,933
Discretionary Fund: Rector	2,252	494
Memorials:Restricted	1,884	1,884
Memorials: Unrestricted	5,290	8,637
Mission Fund	3,744	11,570
Needlepoint	9,043	9,043
Outreach	6,262	22,414
Parish Life-Kitchen Fund	5,200	5,265
Parish Life-Other	9,171	14,652
Pastoral Care	346	5,480
Worship	7,995	19,079
Youth Formation	13,402	26,605
<b>Total Ministries-Restricted Funds</b>	<b>65,589</b>	<b>130,057</b>
Parish's Clerical Reserve Fund	5,680	6,430
Other Restricted Funds	4,296	4,020
<b>Total Restricted Accounts</b>	<b>214,168</b>	<b>171,703</b>
<b>TOTAL CASH/CASH EQUIVALENTS</b>	<b>\$651,677</b>	<b>\$526,589</b>
Endowment-St. Anne's Foundation	140,951	139,929
<b>LOAN</b>		
Mortgage on Ministry Center	\$187,611	\$164,572

\* \$55,000 was moved to the Ministry Funds at donor's request

# LIAISON REPORTS

AUGUST, 2025

## From the Senior Warden ( *L. Robertson* )

- As Senior Warden, I challenge each of you to please express your appreciation by sending cards to all of our wonderful volunteers and staff. Without everyone working together, St. Anne's would not exist as it is. We have a beautiful campus; many people contribute to make it what it is. We have a very active, viable Youth Program. How many people do you think are involved? The same with our Parish Life, etc....on and on. We have many programs and ministries. If you don't know, ask??? It really does take an army, and the people who make things happen deserve a big "pat on the back."
- Also, the next four months are jam packed, check the calendar. If you are not involved, you need to be. As a Vestry member, you are called to offer your expertise, to make yourself available for whatever project needs you, to just be involved and let our Parishioners know who you are. Make yourself known to the Congregation. Thank you in advance for your participation.
- Last, but not least, we all should pray for our Bishop, our Clergy and our Church daily. Times are critical, and we need lots of prayer.

## Adult Formation ( )

- No report.

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

- No report.

## Finance ( *J. Gibbs* )

- Monthly meeting discussion: Brainstorming to remedy the deficit
  - Promote the St. Anne's website link to give regularly online
  - Reach out to parishioners no longer attending
  - Contact parishioners no longer pledging
  - Communicate the deficit to the Parish
- Monthly meeting recommended decisions:
  - Open lines of communication between Fr. Nathan and members who have not attended since COVID with a telephone call (follow-up in person over coffee or lunch, ect.)
  - Provide names to Outreach Card Ministry
  - Contact members no longer pledging and gently discuss (Kathy?)
  - Work with Stewardship Committee to include a soft-sell of the state of the budget
  - Annual Meeting, November 9
    - Share financial information
      - Emphasis on transparency
        - Efforts to inform about finances
          - Bulletin
          - Bulletin boards
          - Website online link
        - State of finances as of October 31
        - State of pledges as of October 31
      - Emphasize strong connection between donations and ministries
        - In addition to the state of the church, have someone talk about the state of the ministries
          - 2025 activities
          - Plans for future

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

- The Parish Retreat Committee gathered on August 17 to discuss potential dates for a Fall 2026 conference we received from Honey Creek, as well as the cost breakdown they provided. After

considering the available dates, the committee decided to pursue October 9-11, 2026 for our Parish Retreat. We are confirming that those dates work with Father Nathan as well as seeking Vestry approval for those dates. We will then go back to Honey Creek with some follow-up questions and hope to get a Save The Date with estimated pricing out to the Parish no later than early October 2025. The Retreat Committee will meet again on September 14 at 11:30 a.m.

- The Kitchen Committee successfully executed our Rally Sunday luncheon on August 3, which was spearheaded by Lisa Meadows. The Committee meets August 24 to discuss plans for upcoming events including the Bishop's Visit in September, the Homecoming Picnic in October, the Annual Meeting in November, the Christmas Eve Reception in December, and the Epiphany Spaghetti Dinner in January.

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

- No report.

### Outreach/Mission (*P. Warren*)

- The Outreach/Mission reports are as follows:
  - Knots of Love- Sheila O'Neal: Sheila reported that seven prayer pieces were sent.
  - Food Box/Second Harvest- Jimmy Felton & Libby Robertson: Jimmy and Libby reported that things are well with the Food Box ministry and the sourcing from Second Harvest.
  - Emergency Bags- Jimmy Felton: Jimmy reported that 21 emergency food bags were distributed since the last report.
  - Treasurer's Report- Libby Robertson: Libby presented the treasurer's reports.
  - Lenten Gift Planning- see [Lenten Gift Planning for Outreach](#) for our discussion and future planning.
  - Loaves of Love- Art Lawton: Art reported that he is back in his routine after a summer break and that the freezer is well stocked. Art suggested we could include two loaves of bread in the emergency food bags.
  - Adopt-A-Mile- Darrell Walker: Darrell reported they may plan a pickup in September when it cools down a little.
  - Angel Tree - (Lead to be determined): Clayton has submitted an information form request to the rehab center website and sent an email to Deborah Pipkin. As of August 4, he has not heard anything.
  - TerraCycle - Libby Robertson: Libby is gathering another container of socks.

### Stewardship (*H. Schmeisser*)

- Consecration Sunday 2025 Planning Calendar

Date	Event	Responsible Person(s)
Monday, 9/29 (4 weeks before CS)	Prepare "Consecration Sunday is Coming" template for posting on campus	Hans & Emily
Monday, 9/29 (4 weeks before CS)	Prepare newsletter article announcing Consecration Sunday (October issue)	Hans & Emily
Sunday, 10/5 (3 weeks before CS)	<b>Announcer #1</b> gives brief announcement during worship and Sunday School about Consecration Sunday and catered luncheon (includes personal witness, guided by Hans)	TBD (Consecration Sunday Team)
Monday, 10/6 (3 weeks before CS)	Mail <b>Letter #1</b> to all members and regular attendees (from manual)	Hans & Emily
Sunday, 10/12 (2 weeks before CS)	<b>Announcer #2</b> presents "Grow One Step" sheet in worship (larger announcement with pulpit explanation, reservation card, pew pencils, etc.)	Hans (likely)
Sunday, 10/12 (2 weeks before CS)	40 <sup>th</sup> Anniversary Sanctuary Dedication/Catered Lunch; no Sunday School (overlaps with Announcer #2)	
Monday, 10/13 (2 weeks before CS)	Mail <b>Letter #2</b> with luncheon reservation card (from manual)	Hans & Emily

Tuesday-Wednesday, 10/14-15	Congregational Governing Board Dinner and telephone group (Vestry telephones members who have not RSVPd for Consecration Sunday)	Vestry
Friday, 10/17 (9 days before CS)	Mail/email Letter #3 to congregation (from manual)	Hans & Emily
Sunday, 10/19 (1 week before CS)	<b>Announcer #3</b> gives brief announcement reminding about Consecration Sunday luncheon and clarifying catered meal/reservation cards (not potluck)	TBD (Consecration Sunday Team)
Sunday, 10/19 (1 week before CS)	Sermon on spiritual growth, value of Christian stewardship, tithing, and proportional giving	Rector (Fr. Nathan) or designee
Sunday, 10/26 (Consecration Sunday)	Guest Leader preaches; leads seven-minute commitment session and handles commitment cards	Guest Leader (TBD)
Sunday, 10/26 (Consecration Sunday)	Catered Celebration Luncheon following service	Shelly Schmeisser & Jill Coogle (Co-chairs)
Monday, 10/27 (day after CS)	Mail <b>Letter #4</b> to households that did not attend Consecration Sunday (includes SASE and Estimate of Giving card)	Hans & Emily

**Worship (R. McDonald)**

- No report.

**Youth and Children Formation (J. Rogers)**

- No report.