

– MINUTES –

ST. ANNE'S VESTRY MEETING SEPTEMBER 23, 2025

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

Zoom Attendance: Lana Hendrix and Pattrick Warren

Absent: Josh Rogers, Karen Smith, and Fr. Nathan Wilson

Guest: Roy Rankin

1. OPENING PRAYER – Libby Robertson opened the meeting with prayer.
2. GUEST PRESENTATION – Roy Rankin
 - a. Roy presented information on a proposed handicapped access ramp for Little St. Anne's. The 32-foot long and six-foot wide ramp with an ornamental handrail has an estimated construction cost of \$30,000. He requested Vestry approval to begin fundraising for the project. The Vestry will revisit this request at a later date.
 - b. Roy also shared the need for sealing and painting the brick foundation of Little St. Anne's, as well as repainting the cross on top of the building. The estimated cost is \$3,500, which Roy offered to fund. The Junior Warden approved sealing the brick and painting the cross but further discussion is needed before a decision is made on painting the brick.
3. FORMATION – Libby Robertson spoke on faith and sharing the good news of Jesus.
4. MINUTES – Minutes for the August 26, 2025, meeting were approved as circulated.
5. FINANCIALS
 - a. Kathy Moreno shared financial reports for the month ending August 31, 2025, The reports were received as submitted (*attached*).
 - b. Kathy has spoken with the family representative for the Special Ministry Funds donation and there will be no deadline for use of the funds where appropriate.
 - c. 2026 Budget Requests are due October 7.
6. DISCUSSION
 - a. Vestry Nominations – The Vestry Nominating Committee needs recommendations for nominees. Suggestions would be most welcome.
7. INFORMATION
 - a. Rector's Report – No report.
 - b. Senior Warden's Report

- i. Fr. Nathan is currently attending the Diocesan Clergy Conference.
 - ii. Thank you notes – Vestry members have been given member lists, addresses, and notes cards if needed. Thank yous should be written in a timely manner.
 - iii. Diocesan Convention Delegates – Darrell Walker, Pat Walker, Rich McDonald, and Bettie Sue McDonald (alternate) have agreed to serve as this year’s delegates.
 - iv. St. Anne’s Diocesan Pledge for 2026 is \$47, 292.
 - v. Rites: Justin Thompson, Anita Leverett, and Mary Guill were confirmed on September 21.
- c. Junior Warden’s Report – Repair costs for the August lightening strike damage are as follows. The Church Insurance deductible is \$2,500. The balance should be covered.

Elevator	\$29, 877
Phone/Internet	241
Fire Alarm/Sprinkler Controls	815
Air Conditioner	2,644
Security Cameras – work not completed	

- d. Liaison Reports (*attached*)
- i. In addition, Stewardship Liaison Hans Schmeisser reported that Tom and Jill Coogle will again cater the Consecration Sunday Luncheon. He is also looking for announcers to speak during Sunday services in October.

e. Upcoming Dates

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	Christmas Eve Midnight Mass
December 25	Christmas Day

8. DECISION – None.

9. CLOSING PRAYER – Libby Robertson

Respectfully submitted,

Pam Leonard

St. Anne's Episcopal Church

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

	Budget	Month Ended		Year to Date (YTD)	
	2025	8/31/25	8/31/24	8/31/25	8/31/24
INCOME					
Contributions	\$458,152	\$29,967	\$29,025	\$201,964	\$232,248
Interest Income	5,000	10	10	4,999	102
TOTAL INCOME	463,152	29,977	29,035	206,963	232,350
EXPENSE					
<i>Administration Expenses</i>	110,608	6,136	8,058	73,836	68,877
<i>Ministry Areas</i>					
Adult Formation	500	148	0	244	335
Missions	1,000	0	0	1,148	100
Outreach	6,250	2,666	177	6,250	3,575
Parish Life	4,800	394	684	2,467	2,797
Pastoral Care	3,250	440	0	405	
Stewardship	1,200	0	0	0	78
Worship	14,037	(92)	134	7,218	6,101
Youth Formation	13,650	(77)	6	8,610	7,512
Total Ministry Areas	44,687	3,478	1,001	26,343	20,498
<i>Buildings & Grounds</i>					
Building Maint	9,625	1,746	391	7,491	4,947
Cleaning	15,700	1,279	1,170	8,519	11,900
Grounds Keeping	7,900	600	600	4,800	6,659
IT Expense	350	0	85	0	255
Repairs	5,300	0	752	5,549	4,035
Utilities	36,700	4,645	8,360	22,788	25,790
Total B & G	75,575	8,271	11,358	49,147	53,586
<i>Payroll & Related Exp</i>					
Rector					
Salary, House & PR Tax	77,250	6,438	11,139	51,486	43,110
Benefits	31,764	2,195	875	17,989	12,060
Total Rector	109,014	8,633	12,014	69,475	55,170
Church Administrator					
Salary & Payroll Tax	51,847	4,321	4,195	34,604	33,558
Benefits	17,377	911	1,192	8,938	10,003
Total Church Admin	69,224	5,232	5,387	43,542	43,561
Music Dir & Musicians	43,871	3,656	3,549	28,247	29,561
Nursery & Kitchen	8,619	368	0	3,847	0
Total Payroll Exp	230,728	17,888	20,950	145,111	128,292
TOTAL EXPENSES	461,598	35,772	41,368	294,436	271,254
PROFIT/LOSS	<u>\$1,554</u>	<u>(\$5,796)</u>	<u>(\$12,333)</u>	<u>(\$87,473)</u>	<u>(\$38,904)</u>

St. Anne's Episcopal Church

Selected Account Balances Summary

January 1, 2025 vs Month Ended 8/31/25

SELECTED ACCOUNTS	1/1/25	8/31/25
CASH/CASH EQUIVALENTS		
Operating (South GA Bank)	\$337,460	\$239,464
Investment: Edward Jones	100,049	104,902
Total Operating Funds	\$437,509	\$344,366
Restricted Accounts		
Building Fund	51,633	29,554
B & G Maintenance Reserve*	86,970	1,152
Ministries-Restricted Funds		
Adult Formation	1,000	4,933
Discretionary Fund: Rector	2,252	799.27
Memorials:Restricted	1,884	1,884
Memorials: Unrestricted	5,290	9,637
Mission Fund	3,744	10,092
Needlepoint	9,043	9,043
Outreach	6,262	21,681
Parish Life-Kitchen Fund	5,200	5,265
Parish Life-Other	9,171	14,512
Pastoral Care	346	5,480
Worship	7,995	19,459
Youth Formation	13,402	26,885
Total Ministries-Restricted Funds	65,589	129,671
Parish's Clerical Reserve Fund **	5,680	6,555
Other Restricted Funds	4,296	4,883
Total Restricted Accounts	214,168	171,815
TOTAL CASH/CASH EQUIVALENTS	\$651,677	\$511,299
Endowment-St. Anne's Foundation	140,951	143,908
LOAN	1/1/25	8/31/2025
Mortgage on Ministry Center	\$187,611	\$164,362

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

LIAISON REPORTS

SEPTEMBER, 2025

Adult Formation ()

- No report.

Communications/Technology (*D. Fant*)

- No report.

Finance (*J. Gibbs*)

- No report.

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

- Save the date information for the Parish Retreat will go out in the next couple of weeks.

Pastoral Care (*K. Smith*)

- Needs of the Parish discussed at the monthly meeting included:
 - New and ongoing prayer concerns
 - Eucharistic Ministers and senior youth involvement
 - Ongoing Card Ministry
 - Medical equipment
 - Meal Train
 - Funerals and receptions
 - Youth involvement with the elderly
 - Emergency training and needs of the Parish

Outreach/Mission (*P. Warren*)

- No report.

Stewardship (*H. Schmeisser*)

- Updated Consecration Sunday 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, & Fr. Nathan
Sunday, 10/5 (3 weeks before CS)	Announcer #1 gives brief announcement during worship and Sunday School about Consecration Sunday and catered luncheon (includes personal witness, guided by Hans/Fr. Nathan)	TBD
Monday, 10/6 (3 weeks before CS)	Mail Letter Format #1 to all members and regular attendees (from manual)	Hans, Emily, & Libby (signature)
Sunday, 10/12 (2 weeks before CS)	Announcer #2 presents "Grow One Step" sheet in worship (larger announcement with pulpit explanation, reservation card, pew pencils, etc.); presented during The Peace/Announcements; RSVP cards for catered lunch distributed and collected 40 th Anniversary Sanctuary Dedication/Catered Lunch; no Sunday School (overlaps with Announcer #2)	TBD Hans (likely)
Friday, 10/17 (9 days before CS)	Mail/email Letter Format #3 to congregation (from manual)	Hans, Emily, & Fr. Nathan (signature)
Sunday, 10/19 (1 week before CS)	Announcer #3 gives brief announcement reminding about Consecration Sunday luncheon and clarifying	TBD

	catered meal/reservation cards (not potluck); any remaining lunch RSVP cards to be completed Sermon on spiritual growth, value of Christian stewardship, tithing, and proportional giving	Fr. Nathan or designee
Monday, 10/20 (6 days before CS)	Telephone Group – Vestry calls church members who have not RSVPd for Consecration Sunday	Vestry
Sunday, 10/26 (Consecration Sunday)	Guest Leader preaches; leads seven-minute commitment session and handles commitment cards Catered Celebration Luncheon following service “Attendance takers” needed; card counting to take place in reparation for the Annual Meeting	Guest Leader (TBD) Shelly Schmeisser & Jill Coogle (Co-Chairs) TBD
Monday, 10/27 (day after CS)	Mail Letter Format #4 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*)

- Volunteer Bulletin Board for patrons to sign up – Erica Day is working on this, hopes to have completed by mid-October.
- Mission – Set date for interest meeting as soon as possible. Youth commitments needed by January 1.
- Fall Fundraiser – Boston Butt Sale - \$40 each; goal is to sell 150 butts; pickup on Monday before Thanksgiving (2-6 p.m.); selling to start 10/31 at Trunk-or-Treat; all proceeds go toward purchasing a van.
- Youth Special Funds - Donor is excited about Youth retreat; date set for MLK weekend 2027 (01/15-17/2027). Shelly Schmeisser will contact Honey Creek to reserve the weekend.
- All Hallow's Eve – Event team includes Sarah Cook, Promotions; Naomi Fudge, Kitchen; Suzanne Smith, Candy Distribution; Heather Newberry, Trunks; EYC, Carnival Games.
- Mission Special Funds - Donor wants ministry to occur with this; idea of lawn service for homebound parishioners using money to fund fuel costs, tool cost etc. Jay Johnson will contact Libby Robertson and Pastoral Care about a list of parishioners this service would benefit; possibly once per month workday on a Saturday or Sunday afternoon. Open to Parish in addition to Youth involvement.