

St. Timothy's Episcopal Church
Greenville, N.C.
Vestry Minutes
February 19, 2024

The Vestry of St. Timothy's Episcopal Church held a meeting on Monday, February 19, 2024, at 5:30 pm in the multi-purpose building.

Members Present: Bill Biddlecome, Steve Callender, Ashton Johnson, Angela Mallette, Marty Michaels, Barbara Shreve, Debbie Strickland, Sharyn Lennox, Leslie Veach, Mary Vincent, Chuck Widney, Chip Williams

Member(s) Absent:

Others Present: John Porter-Acee, Tommy Tucker

The rector opened the meeting at 5:30 pm. A quorum was present.

Prayer: Mr. Callender

Approval of Minutes: The minutes of the January 15, 2024, vestry meeting *were presented and approved by acclamation.*

- **2024 Vestry Goals:** There was a discussion about the vestry goals. The vestry discussed the intentions of the goals coming from the vestry retreat:
 - **Fiscal Responsibility:** The team has not met. The rector suggested that this team could begin exploring the Lobster Fair event. Mr. Widney spoke about the need to name a chair(s), set a date, confirm key leaders, and contact other churches who may want to have a fair. He offered his assistance during the process.
 - **Community Connection:** The team has not met. There was conversation about building community relationships. There was a meeting with leaders of the JOY soup kitchen with positive results. The Rise Against Hunger event last Saturday was very successful and well attended.
 - **Growing Together:** Ms. Michaels that the team has met once and will meet again on Wednesday. She explained some of the areas that were discussed; ministry list, updating online directory, and the possibly of a new picture directory. The rector led a discussion about the values, for many reasons, of the Rise Against Hunger event.

Senior Warden Report: Ms. Strickland reported on the following:

- **Firetower Road Update:** The senior warden started a conversation about the expansion project and referred the vestry to the minutes of the February 15, 2024, Executive Committee meeting when two (2) law firms who specialize in condemnation cases, interviewed to represent St. Timothy's during the process. The Executive Committee recommended Henson and Fuerst, P.A. to represent the church. The firm will charge 30% of any additional funds received from NCDOT over and above their initial offer. The Diocese is aware of the proceedings and agrees for St. Timothy's to manage the project.

After discussion, *the Executive Committee moved to approve legal representation by Henson and Fuerst, P.A. The motion passed unanimously.*

Action: The rector will contact both law firms of the decision.

- **Weekday Event Closing:** The senior warden began a conversation about having vestry members who have opening and closing responsibilities each month to also be responsible for any special services held during that month, e.g., weddings, funerals, services, concerts, etc. The members would be asked either to be onsite for these events or arrange coverage. The rector said that he and Megan Roberts will try to develop a process to notify vestry members when these events are scheduled. Ms. Strickland distributed the procedures for opening and closing.
- **Committee Blessings:** The rector and senior warden have updated the schedule to recognize committees, groups, and guilds. This Sunday, three (3) ministries will be recognized.
- **Bishop Visit:** The Bishop will confirm 11 parishioners on Sunday afternoon, February 25, 2024.
- **Sunday Vestry Announcements:** Ms. Roberts emails the assigned vestry members each week with specific announcements to present to the congregation and those who view virtually. The rector reminded the vestry to have any other persons making announcements to use a microphone.
- **Approved Fundraising Requests:** Approved fundraising requests by the Executive Committee were for Cursillo, Pre-School book sale, and the EYC youth trip this summer.
- **Awards:** Ms. Strickland presented the *Unsung Hero* award to Mr. Tucker and the *Courage Under Fire* Award to Ms. Lennox. The vestry applauded.

Junior Warden Report: Mr. Widney discussed the following:

- **Door Code:** The office door code has been changed.
- **Building Security Access:** The senior warden is investigating more secure access to and control of church buildings. He is contacting prospective vendors for further information.
- **Parish Hall Kitchen Project:** The Brotherhood has offered and the Buildings and Grounds Committee has approved minor repairs, cleaning, and painting of the kitchen. There is no expense to the church. The vestry expressed appreciation to the Brotherhood.

See attached report.

Treasurer's Report:

- **Cash Flow:** Mr. Williams said that the church had a positive cash flow in January 2024.

- **2024 Budget:** The treasurer said that the 2024 operating budget is recommended for approval by the Finance Committee. After discussion, *the 2024 Budget was approved by acclamation*. Mr. Williams informed the vestry that the manner of reporting the transfer of funds from the Reserve account is now reflected at the end of the Revenue and Expense budget report.

Rector Report: The rector spoke to the following:

- **Re-scheduling April Meeting:** The April meeting is now scheduled for Monday, April 29, 2024, at 5:30 pm.

Ministry Area Updates:

- **Accomplishments:** On Families' First Sundays during the summer, the Fellowship Committee plans to have a meal following the services.

Closing prayer: Ms. Michaels

The meeting ended at 7:22 pm.

The next scheduled vestry meeting is Monday, March 18, 2024, at 5:30 pm in the multi-purpose building.

Respectfully submitted:

Tommy Tucker

Tommy Tucker
Clerk to the Vestry

See Attachment:

Attachment 1: Junior Warden Report

A month and a half has passed since becoming Junior Warden with much activity over that period. Being new to this Vestry, I am impressed by the breadth of knowledge and skill sets among our members. Our Senior Warden has demonstrated excellent organizational skills and a great love for St. Timothy's. I have seen our Rector navigating relationships to skillfully bring people together in numerous meetings. Let us move together to further our mission growing closer to God by inspiring and empowering each other.

Key activities this past month:

The office door code has been changed to 524, if you have not done so, inform the committee chairs in your area of ministry.

Scheduling of Parish Campus Cleanup, March 23. The cleanup is not a Building and Grounds activity, it is all of us caring for St Timothy's as our home. There are cleaning needs to fit all skill levels both inside and outside.

Insects have become a problem in the Parish Hall. We are working very hard to get this under control, but multiple treatment methods will be needed due to its life cycle and resilience. Observation and monitoring of the wall condition in Education Building room 5. Paint has blistered in several spots. So far moisture does not appear to be an issue, the surface may be scrapped and repaired during Spring break.

There have been various small maintenance items come up on a regular basis. Fortunately, the Building and Grounds Committee is a well-functioning group with many talents as well. The members have been actively supporting the physical needs of the church as they occur. Members have helped with lighting, plumbing, door locks and heating needs just in the past month.