

**St. Timothy's Episcopal Church**  
Greenville, North Carolina  
Vestry Minutes  
March 20, 2023

The Vestry of St. Timothy's Episcopal Church held a meeting on Monday, March 20, 2023, at 5:30 p.m. in the parish hall.

**Members Present:** Steve Callender, Ray Franks, Liz Lane, Sharyn Lennox, Angela Mallette, Marty Michaels, Debbie Strickland, Allyssa Sugar, Heather Tepper, Mary Vincent, Chip Williams, and Malcolm Williams.

**Member(s) Absent:**

**Others Present:** The Rev. John Porter-Acee, Tommy Tucker

The Rector opened the meeting at 5:51 pm. A quorum was present.

The vestry had a brief discussion of the book entitled "*Innovating for Love*". Thoughts about the book were shared.

**Prayer:** Mr. Callender

**Approval of Minutes:** The February 20, 2023, vestry minutes were *approved by acclamation*.

**Treasurer's Report:** Mr. C. Williams reviewed the financial status of the budget and said that revenue is ahead of schedule so far this year. He discussed the following items:

- **Investment:** The treasurer and Mr. M. Williams reported that interest rates for certificates of deposit (C.D.) are very attractive now and should increase investment income for the church. A 12-month C.D. yields 5.25% and a 6-month C.D. yields 5.0% at Southern Bank. Mr. M. Williams has talked with Megan Roberts who believes that the church should maintain at least \$100,000 in the bank checking account, which would leave the balance for other possible investments. Ms. Michaels said that, at Schwab, the 12-month rate is also 5.25% and the 6-month rate is 5.22%.
- **Line of Credit:** The church currently has a \$50,000 Line of Credit (LOC) from Southern Bank that will expire on April 14, 2023. The LOC has not been used. The rector said that the Ms. Roberts has contacted the Diocese to extend the identical LOC. The Chancellor for the Diocese contacted the church to ask for documentation and that the Standing Committee must approve the renewal, which would take one or two months. Ms. Roberts sent a copy of the original, approved, LOC application that was submitted a few years ago. Discussion followed. *Mr. M. Williams moved to apply for continuation of the Line of Credit for \$50,000 based on the previous approval. The church will not use this LOC until Diocesan re-approval is received. Should the Diocese not approve, the account will be closed. Mr. Franks seconded the motion. Further discussion followed. The motion passed 10-1 with Ms. Vincent opposing.*

There was discussion about non-pledge contributions, that will probably be lower this year due to the increase in previous givers to this line item who now pledge. See Treasurer's report.

### **Old Business:**

- **Parochial Report:** The rector said that the parochial report has been completed and submitted to the Diocese.
- **Committee Reports:** The rector stated that the committee, group, and ministry reports are well received and contain good information. He asked the vestry liaisons to collect their respective area reports, merge them into one (1) Word document, Arial 11, and send to the church office.
- **Counting Procedures:** The vestry reviewed the counting form. There was discussion about the counting procedures after Sunday services. Do not open any envelopes. "Thanks Jar" cards do not need to be saved.
- **Parish Directory:** There was discussion about the use of the online directory.

### **New Business:**

- **Youth Fundraiser:** The rector announced approval by the Executive Committee for a fundraiser on April 30, 2023, at 9:00 am. The youth will participate in the event.
- **Pre-School Summer Camp:** Sharon Canosa and Amy Phelps, pre-school teachers, plan to offer a one (1) week camp immediately following the end of the regular school year. The rector, teachers, and Leslie Bowman will meet on Wednesday, March 23, 2023, to make final plans and set a wage for the teachers to operate the camp. Hopefully, the camps will be repeated in July and August.
- **Investment Possibility:** In continuation of the previous discussion on this item, there was further conversation about the possibility of making an investment using a Certificate of Deposit to generate more income for the parish. The rector believes the vestry should approve any decision about changes in investments for the church. After discussion, *Mr. M. Williams moved to delegate authority to the Finance Committee for a decision for up to \$100,000 in a Certificate of Deposit as an investment. The motion was seconded by Mr. Callender and passed unanimously.*
- **Request From Outreach Committee:** Ms. Lennox presented the following items from the Outreach Committee:
  - Fundraiser: Ms. Lennox discussed the possibility of having a place in the narthex to solicit funds for Outreach. A formal fundraiser application will be submitted to the church office. The dates for the proposed collection will be April 4, 2023, through June 25, 2023. After discussion, it was felt that the vestry could approve the request. *Ms. Lennox moved to approve the Outreach fundraiser request that was seconded by Mr. Callender and passed unanimously.*

- Transfer of Funds: Ms. Lennox presented a request to transfer \$2,000 from the Outreach operating line item to the JOY Soup Kitchen designated account. After discussion, the request will be referred to the Executive Committee.
- Designated Gift: Ms. Lennox discussed a proposed contribution by a parishioner who wishes to give a monthly amount that is designated to the JOY Soup Kitchen designated account. It was agreed that the church *Gift Acceptance Policy* permits such designated gifts.
- Food For JOY: Ms. Lennox said that the Outreach Committee would like to sponsor a food collection drive on Families' First Sundays to collect nabs and fruit cups for the soup kitchen. The youth would collect the items during the service and bring to the altar. The planned dates are May 7, 2023, June 4, 2023, and July 2, 2023.
- **Goal Updates:** The senior warden said that he will be in contact with vestry members to talk about progress toward meeting goals.
  - Goal # 1: Ms. Vincent and Ms. Strickland shared a model of the ministry brochure. Barbour Strickland will create the brochure. Initially, 100 will be printed. Posters will list all areas of ministries. The program will start on Sunday, April 16, 2023, and the following three (3) Sundays.
  - Goal # 2. Newcomers: Ms. Michaels said that a Newcomer's meeting will be held this Sunday.
  - Goal # 3. Communications: Ms. Lennox updated the vestry on the progress of this goal.

**Senior Warden Report:** Mr. Franks said that he feels the Lenten services have been well attended and offered a different type of worship experience. He distributed a story about the "*The Parable of the Lifesaving Station*".

**Junior Warden Report:** Mr. M. Williams reported on the following items:

- **Education Building Roof:** Work is about completed for the new roof on the Education Building.
- **Parish Workday:** The spring workday is scheduled for April 1, 2023, at 8:30 am.

**Rector:** The Rev. Porter-Acee spoke on the following items:

- **Meeting Space:** There was discussion about having sufficient time to conduct vestry meetings since the scouts use the parish hall on Monday evenings. There was a suggestion for the vestry to meet in the multi-purpose building. It was agreed to conduct vestry meetings in the multi-purpose building beginning in April, 2023.

- **Sabbatical:** The rector will be away from May 1-July 1, 2023. Supply clergy has been arranged except for the last two (2) Sundays.

**Formation Committee:** Mr. Callender distributed a Formation Committee Member volunteer job description at the conclusion of the vestry meeting.

The meeting adjourned at 7:13 pm.

The next scheduled vestry meeting is April 17, 2023, at 5:30 pm in the multi-purpose building.

Respectfully submitted:

*Tommy Tucker*

Tommy Tucker  
Clerk to the Vestry