

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

The Vestry of St. Timothy's Episcopal Church held a meeting on Monday, November 20, 2023, in the multi-purpose building.

Members Present: Steve Callender, Ray Franks, Ashton Johnson, Angela Mallette, Marty Michaels, Barbara Shreve, Debbie Strickland, Sharyn Lennox, Heather Tepper, Mary Vincent, Chip Williams, Malcolm Williams

Member(s) Absent:

Others Present: John Porter-Acee, Martha Whitesides, Tommy Tucker

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

Prayer: Mr. C. Williams

Formation Report: Ms. Whitesides, Director of Christian Formation, spoke to the vestry about formation. She opened with an exercise for the vestry to write their response to the word "*formation*" and read the responses aloud without names. She followed with a presentation about how formation is viewed both in the past and current trends. There is a shift to foster an intentional intergenerational connection in churches, some of which is offered at St. Timothy's. There was vestry interaction about engaging different age groups in "teaching" and "learning". The Formation Committee continues to meet regularly. Members of the committee are Mr. Callender, Ms. Shreve, Leslie Veach, David Wilson-Okamura, and Jamie Kirby. See pdf presentation.

Junior Warden Report: Mr. M. Williams discussed the following:

- **Handrails in Church:** The handrails have been installed.
- **Heating System Service:** All HVAC systems have been inspected and, overall, are in good condition despite the age of some. Some units have programmable thermostats that interface with the gas packs. Ms. M. Williams has a bid from Eubanks Mechanical to conform all units to the programable system. There was discussion.

Action Item: The junior warden will take the matter to the Buildings and Grounds Committee.

Accomplishments:

- **All In Campaign Update:** The treasurer reported that 94 pledges have been received totaling approximately \$312,000. Additional pledge contributions are being sought with the expectation to total \$325,000 for 2024.

- **Awards/Recognitions:** The rector presented the “*Fountain of Youth*” award to Ms. Shreve for her work with the church children. He also presented the “*Up-Down*” award to Mr. C. Williams for his work on behalf of the annual stewardship campaign. The vestry applauded the recipients.

Challenges:

- **2024 Vestry Goals:** Mr. M. Williams and the rector continue to work on the goals for next year.
- **Financial Business:**
 - **Transfer of Lobster Fair Earnings:** The treasurer stated that \$28,628 is in the lobster fair account. He *moved to transfer \$18,628 to the lobster fair operating line item and the \$3,000 remainder to be placed in the lobster fair designated account for next year’s fundraising. Seconded by Mr. M. Williams, the motion passed unanimously.*
 - **2024 Budget Draft:** Ms. C. Williams led the vestry through the draft 2024 budget, both revenue and expense line items. The target pledge goal of \$325,000 was used for pledge revenue in the budget. To balance the budget, \$41,000 will be transferred from Strategic Reserves. Projected lobster fair revenue is also included in the budget. The vestry asked questions and made comments. There was conversation about the full-time position of Director of Music Ministry, the job description, the types and focus of work being performed, and the absence of the Worship Ensemble at Sunday services. The Rev. Porter-Acee outlined several additional duties being performed by this staff member. Also discussed were increases to staff pay and benefits. The proposed budget will be presented at the annual meeting followed by vestry adoption.
- **2024 Vestry Nominations:** The senior warden announced that Bill Biddlecome, Leslie Veach, and Chuck Widney have agreed to serve on the vestry next year. One (1) vacancy remains.
- **Pet Memorial Garden Update:** The rector distributed the draft policy for the garden. An application for interment will be developed. The committee continues to meet.
- **Annual Meeting Update:** The rector told the vestry more about the annual meeting on Sunday, December 10, 2023. There will be one (1) service at 9:30 am. The meeting will be incorporated into the worship service. Agenda items include vestry election and presentations from the rector, wardens, staff, and treasurer.
- **Outreach Chair Request:** Ms. Lennox told the vestry that the committee plans to sponsor “Rise Against Hunger” in February 2024. The minimum cost is \$4,200. To have sufficient funds for the project along with the other sponsored ministries, she would like to have unused funds from this year’s Outreach operating budget line item available for next year. After discussion, *Ms. Lennox moved to take unspent funds from the Outreach line item at the end of the year transferred to the Outreach designated account. Ms. Johnson seconded the motion that passed unanimously.*

Rector Report:

- **Grant Meeting Update:** The rector gave an update from the recent grant meeting.
- **Endowment Promotions:** The Rev. Porter-Acee distributed a brochure of the St. Timothy's Faith Fund and led a conversation about the value of the two (2) components of the fund, 1) Permanent endowment and 2) General endowment. He stressed the need for the vestry to be in support of the endowment fund. After discussion, *Mr. Franks moved to take \$10,000 from reserves to open a General endowment. Seconded by Mr. M. Williams, the motion passed unanimously.*

There was conversation about the Red Door Society to recognize donors to the fund. After discussion, *Mr. Franks moved to accept the Red Door Society and authorize the purchase of brochures with funds drawn from the new initiatives budget line item. Mr. Callender seconded the motion that passed 11 to one (Ms. Lennox abstained).*

- **Human Relations Committee:** The rector announced that he has agreed to serve on the City of Greenville Human Relations Council starting in 2024.

Approval of Minutes: The October 19, 2023, vestry minutes were *approved by acclamation.*

Treasurer's Report: Mr. C. Williams presented and reported on the latest financial statement. The treasurer's report *was accepted by acclamation.* See submitted report.

Closing prayer: Ms. Strickland

The meeting adjourned at 7:53 pm.

The next scheduled vestry meeting is Monday, December 18, 2023, at 5:30 pm in the multipurpose building.

Respectfully submitted:

Tommy Tucker

Tommy Tucker
Clerk to the Vestry