

St. Timothy's Episcopal Church  
Greenville, N.C.  
Vestry Minutes  
September 16, 2024

The Vestry of St. Timothy's Episcopal Church held a meeting on Monday, September 16, 2024, at 5:30 pm in the Multi-purpose Building.

**Members Present:** Steve Callender, Ashton Johnson, Marty Michaels, Sharyn Lennox, Barbara Shreve, Debbie Strickland, Leslie Veach, Mary Vincent, Chuck Widney,

**Member(s) Absent:** Bill Biddlecome, Angela Mallette, Chip Williams

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

The rector opened the meeting at 5:35 pm. A quorum was present.

**Opening Prayer:** Ms. Strickland

**Approval of Minutes:** The minutes of the August 19, 2024, vestry meeting *were presented and approved by acclamation.*

**Budget Discussion:** The rector spoke about the upcoming pledge drive. He asked the vestry to reach out to their respective ministry areas and talk with the leaders about their hopes, goals, and plans for next year that may affect funding for the 2025 operating budget.

**Action Item:** The vestry members are asked to respond to the rector or wardens before the October vestry meeting.

**Warden's Reports:**

- **Senior Warden:** Ms. Strickland led the vestry through the revised counting procedures to be implemented this Sunday. Discussion followed. See submitted report.
- **Junior Warden:**
  - **Moisture/Water Problems:** The education building has significant drainage issues that has been investigated by a contractor and engineer. A recommendation was made to install French drains around the building. Estimates are being sought and the matter will be brought to the vestry for action.

The parish hall and church also have leaks that are being addressed. Mr. Widney said that the roof on the parish hall will likely need to be replaced within five (5) years.

There was discussion about the importance of raising funds for ongoing capital repairs and replacements. See submitted report.

**Treasurer's Report:** The rector reported for the treasurer. Rental income is below expectations. The operating budget cash flow continues to be closely monitored.

**Clergy Report:** The rector addressed the following:

- **Annual Pledge Drive:** A sealed pledge packet was individually distributed to each vestry member. Contained in the packet was a *2024 Financial Narrative*, pledge card, and the latest giving statement, through August, for each member. Packets will be mailed to the congregation on September 23, 2024. The rector led the vestry through the narrative citing highlights regarding St. Timothy's financial condition along with pictures, charts, and graphs. He explained the various accounts and sources of funds. Discussion followed. The vestry expressed appreciation to the rector for the narrative.

The focus for the campaign this year will focus solely on pledge giving by parishioners while *stewardship* is a year-round endeavor. Chip Williams will speak on pledge giving on September 29, 2024. See submitted report.

**Action Item:** The vestry was asked to make a 2025 pledge by September 25, 2024, to demonstrate financial support by the church leadership.

- **Vestry Awards:** On behalf of the Executive Committee, the rector presented the *Thank You Sir, May I Have Another* award to Barbara Shreve for never flinching in the face of teens and fearlessly continuing to offer consistent and caring support of the EYC. Leslie Veach received the *Love, Known and Unknown* award for her compassion to the cultivation and care of our community's hearts in public and behind the scenes.

**Vestry Reports to the Congregation:** The vestry discussed attaching the monthly reports to the minutes that are available on the church website. There was a comment that some of the reports could be included in the Newsletter. *By consensus, the vestry reports will be attached to the meeting minutes.*

**Closing prayer:** Ms. Johnson

The meeting ended at 6:56 pm. The next scheduled vestry meeting is Monday, October 21, 2024, at 5:30 pm in the Multi-purpose building.

Respectfully submitted:

*Tommy Tucker*

Clerk to the Vestry

**See Attachments Below:**

## **Senior Warden's Report September 2024**

Fall is in the air and there is excitement about many new and fun things going on at St. Tim's! The first creative service held this past Sunday afternoon was enjoyed by a nice group of folks and there were several new faces at the 10:15 service, as well. Our staff continues to work hard to provide space and opportunities for all. Everyone is looking forward to the Lobster Fair and our Junior Warden and his team continue to do a great job of planning, getting the word out, and encouraging all to participate. October 12 will be here before we know it and the lobsters are coming.

Our Annual Giving campaign will kick off in a few weeks and I encourage every Vestry member to be a part of the campaign in one way or another. I feel sure Chip and Barbara would be happy to accept our offers to help, and thanks to John P-A and Tom Payne for their roles as part of the team!

The Admin. Committee met and the Counting Procedures Document is updated and the new envelopes will be printed and ready to use September 22. Please read over the document and be familiar with the new envelopes. I have asked Megan to include these with the reports.

Our buildings are posing more issues but Malcolm Williams and Chuck Widney are working to take care of these. The engineer will be here next week to evaluate the Ed Building and a roofer is meeting with Malcolm to look at leaks we have had in the Parish Hall and inside the church. Once GUC marks the gas, water, and power lines throughout the campus, two landscapers have been asked to come, look at the area around the Ed Building, and give us bids for the drainage work that is needed. Malcolm has called and requested a work order so we hope this will be completed within the week.

We have much to be thankful for and I look forward to the next months as we work together to serve others, manage our property, celebrate our blessings, and do our very best to be there for everyone in our parish.

Faithfully submitted,  
Debbie Strickland

## **Junior Warden**

The program year accelerates with activities here at St. Timothy's. With the addition of the Lobster Fair, a Stewardship campaign and numerous building concerns, our attention must be focused on achieving the best outcomes for the health of this community. We all play a vital role in the health of the congregation. As Junior warden I have been able to count on the experience, expertise, and energy of many people, this is obvious in the reports presented for the Building and Grounds area. In the short term I ask for everyone to apply a special emphasis on our annual family event, the Lobster Fair which increases our bonds internally and to the greater community.

Chuck

## **Rector's Report** September 2024

September 8<sup>th</sup> was a good day. The 10:15 service felt full and I counted 17 people who were either first time visitors or people who rarely attend worship. Our 4pm service kicked off with a bang and had four people in attendance who do not often attend morning worship. Efforts are being made to create a pool of volunteers to support that service totally independent from the pool of volunteers in our morning services. Our total Sunday attendance was 149.

I am excited about the approaching Fall Pledge Drive. I feel like I have grown some over the summer in my understanding of how to approach it and our annual stewardship efforts. I am

proud of the packet that we will send out this year and hope that we have discussions that grow out of the documents. The vestry is receiving their packets at the September meeting in hopes that you can get your pledges in before our campaign begins for the rest of the church. It is always important to be able to say that we have full participation from the vestry. You will also receive a table that explains where the breakdown of expenditures in our packet comes from. It will be important for the vestry to be able to articulate what we are trying to communicate with our congregation.

The search for our next musician(s) at St. Timothy's will hopefully pick up some steam soon as additional networking and advertisement begins to help out. Martha has been a very helpful support in that process but warns that her other work leads her to believe that music hires are the hardest ones to make. Martha, Joyce Wittman and I are trying to put together an adult formation series that we believe could be very impactful.

### **Stewardship Meeting September 5, 2024 10 am**

#### **Goals:**

- \$450,000 total including pledge, miscellaneous, plate, rental, etc.
- Connectivity
- Transparent finances
- Celebrate St. Timothy's successes

#### **New Horizons:**

- **Mission:** Working to identify two or three things that define our work. Making it as easy as possible to participate
- **Worship:** Appealing to a different demographic with a third service, unlike our morning worship every Sunday at 4 pm.
- **Communication:** Partnering with St. Paul's to add experience and expertise to our social media and online presence.
- **Music:** Hiring a director of music ministry for our morning worship and building the support needed for our 4 pm service

**Pledge cards:** Design and print. John Porter Acee. Completed

**Pamphlet:** Instead of the usual Stewardship Letter. John Porter Acee. Completed

**Tentative speakers:** Barbara Williams contacted and scheduled speakers.

- Sept. 8 Mary Vincent
- Sept. 15 Angela Mallette
- Sept. 22 Chuck Widney
- Sept. 29 Chip Williams
- Oct. 6 Ashton Johnson
- Oct. 13 Leslie Veach
- Oct. 20 Marty Michaels
- Oct 26 Debbie Strickland

**Mailing:** Sept. 23. Pamphlet with pledge card.

**Campaign announced** to congregation Sept. 29

**Campaign celebration** Nov. 3

**Thank you, cards** will have an All-Saints Theme

**Thank you** to all that have contributed to this drive.

### **Building and Grounds meeting September 11, 2014**

Committee member present: Scott Crippen, Orlando Cruz, Brent Foster, Ray Franks, Riely Roberts, Chuck Widney, Malcolm Williams.

Malcolm Williams opened the meeting with Prayer.

1. Safety Inspection notes: Chuck Widney led review of safety inspection; all members had received a copy of the report. Primary concern was over the storage of flammable liquids(candle oil, lighter fuel) in small quantities. Orlando Cruz suggested an option of storing in a fireproof cabinet if we felt they provided a large enough danger. The consensus was that there is little risk in the storage of small quantities of these materials. Chuck will review the city code and revise inspection where appropriate and present to group for comments. Orlando also advised the Scout shed should be exempt from restrictions on flammable liquids as it is not an inhabited building.
2. Parish Workday, Saturday, September 21 8:30am; Sunday, September 22 after church; sign up option: Malcolm will prepare a flip chart for sign up on this coming Sunday of workday jobs. Individuals will have a chance to sign up for tasks and complete them on their own schedule if desired.
3. Update on Education Building moisture problems: Malcolm has met with Wilson Pugh for initial consultation, no charge has been incurred for this visit. Wilson concurred with Ross Woodall that the first action to complete is removal of the shrubbery and installation of French drains. Concern over the disposition of how the water off the roofs will be handled was expressed and needs to be considered in the solution. A request for the marking of utilities has been made so that work requirements for installation will be clear. Two bids will be sought for the drainage work
4. Leaks in parish hall: leaks have been found in the ceiling of the women's restroom and the right corner of the middle pod. Jeff Walker and crew came to evaluate and repair roofing September 12 morning.
5. Water stains in Church: recently discovered in sanctuary, Jeff Walker thought the pattern on the inside and mold on the brick on the outside indicated water was penetrating the brick, but unable to drain out. Likely solution to seal the brick. Malcolm will discuss with Ross Woodall for additional evaluation by engineer. Jeff Walker will also evaluate vent and flashing on church building above the narthex.
6. Update on roots under sidewalk: Pending estimate from Fidel Battista, pending consultation with arborist.
7. Update on new railing for Multipurpose building: The job has been presented to the metal worker.
8. Update on Eagle Scout project: assembling supplies for installation, no clear start date.
9. Update on benches: ordered, pending delivery to store.

Workday tasks identified:

- Trim trees overhanging walk and driveways; trim dead from trees; haul off debris to Recycling
- Remove dead trees from roadside
- Check all lighting and replace bulbs as needed.

- Inspect each facet, drain and toilet for leaks and repair as needed.
- Clean church windows, use squeegee
- Clean ledges in church, knock down spider webs
- Clean off spider webs on exterior of buildings.
- Clean gutters
- Clean parish hall windows
- Clean and organize parish hall attic
- Clean church NE furnace closet
- Spread pine straw to thin areas
- Clean and organize Chapel closet

### **Servant Ministries Report for September**

#### **Birthday Cards-Suzie Shelton**

- No report

#### **Community Crossroads Center-Phyllis Dombos**

- No report

#### **JOY Soup Kitchen-Nancy Williams**

- 623 meals served in August (5 Thursdays)

#### **Inreach-Bitsie Harwell**

- This summer has been very active for the Inreach Committee. Working as groups of three each week we respond to individual needs within the church family as we are made aware of them, usually with a call or a card as appropriate to find out how we can help in each situation.

Also this summer we have a major change within our committee. Mary Vincent has stepped down as chair after starting this group over nine years ago. She continues to serve with her weekly group. It takes two people to do what she has been doing alone so Linda Lane and I are serving as co-chairs for the remainder of 2024. Please contact either of us with questions or concerns as they come up.

#### **Unseen Guest-Ashton Johnson**

- No report

#### **Outreach Committee-Sharyn Lennox and Nancy Leamy**

The Outreach Committee met the last week of August.

- Decision was made to donate \$500.00 to the Community Crossroads Center for their building project. Building will include offices, meeting spaces, lots of storage and allow the current office spaces to be used for family rooms.
- Operation Sunshine was chosen as one of three non-profits to be recognized at a New Year's Eve event at the Convention Center in Greenville. Chris Godley, a local State Farm Agent began this several years ago to assist non-profits in Greenville. Along with Operation Sunshine, Aces for Autism and Boys and Girls Club will also participate. Our Outreach Committee was asked to try to donate \$500.00 and sell tickets (\$50.00 each) for a table of 8. Two free tickets will be given to us. A videographer visited the center last

spring and that video will be shown that night. After the event is over each agency will be given \$20,000.

- The first Sunday of November we will sponsor a JOY soup kitchen drive for the Nabs and fruit cups. It was decided that two or three drives a year might generate more for the soup kitchen than a few things here and there.
- It was also decided that we would sponsor several foster children again this year. However, we are scaling back on number of children and number of gifts. We'll explain to the social worker that we will not purchase any gift over \$50.00 and will limit the gifts to \$75.00 per child. Electronics are very costly and we feel that most of those gifts are too expensive for us.
- Rise Against Hunger will be held in either January or February of 2025. We're checking out the calendar to find the best date.
- Dennie Walker will be joining the Outreach Committee in November.

### **Community Garden**

The garden is transitioning to cooler season vegetables, planting is on schedule for these crops. Attendance has been down slightly as end of summer vacations and rainy days have reduced turnout.

### **Memorial Garden**

Installation of the irrigation system and height adjustments have been made. The contractor did an excellent job to give the garden an improved appearance.

### **Building and Grounds**

Meeting scheduled for September 11.

### **Lobster Fair**

Meeting scheduled for September 12. Activities on track. Promote the Fair, sell lobsters.

## **Stewardship Ministry Reports for September 2024**

### **PLANNED GIVING**

The Faith Fund Endowment Committee met on August 28, 2024. All members (Bert Powell, Ed Kirby and Barbour Strickland) were present.

As of July 31, 2024, the General Endowment Fund's market value is \$11,366.78 (\$10,500 invested) and the Permanent Endowment Fund's market value is \$10,253.32 (\$10,032 invested). The committee is pleased with the performance of the two accounts that are managed by State Street Global Advisors (SSGA) through the Episcopal Church Foundation. Both the General and Permanent Endowment Funds are invested in SSGA's Balanced Funds (approximately 60% stocks and 40% bonds).

An update on the Faith Fund was included in the Wednesday, September 4<sup>th</sup> E-blast, and is also included on the website under "Latest Posts" on the homepage.

Current members of the Red Door Society are:

The Vestry of 2023

Chip, Barbara Williams and Family

Angela Mallette

Ray and Judy Franks

Greg and Heather Tepper

Barbour and Debbie Strickland  
The Vincent Family  
Barbara Shreve  
Malcolm and Nancy Williams  
The Porter-Acee Family  
Marty Michaels and Mark Tull  
Megan and Riley Roberts  
Tommy and Judy Tucker  
Connie and Chuck Widney  
Barbara Bowser  
Marilyn Miller  
Leslie Bowman  
Wendy Proctor  
Susan Holmes  
Jim Williams  
Bitsie Harwell

The next Faith Fund educational program will be held on Thursday, January 23, 2025. It will be conducted by Amy Wells, an attorney with Gaylord, McNally, Strickland, Snyder & Wells. The program will be about how wills, estates and planned giving can help shape St. Timothy's future.

[Amy is a highly accomplished legal professional with a robust educational background and extensive community involvement. She graduated Magna Cum Laude from Davidson College in 1993 with a degree in Economics and earned her J.D. from the University of Virginia Law School in 1996. Amy is actively engaged in her community, frequently lecturing on business and estate planning, nonprofit corporations, and tax matters. She has contributed as an author and editor to the *North Carolina General Practice Deskbook* and focuses her legal practice on business and corporate matters, estate planning and administration, tax, municipal law, and real estate. Amy is married to Warner Wells and has two children.]

The next Faith Fund Endowment Committee meeting is scheduled for November 5, 2024.

Submitted by Barbour Strickland, chair of the Endowment Committee

### **LONG RANGE PLANNING**

No report

### **CAPITAL CAMPAIGN**

No report

### **ANNUAL GIVING**

Goals for the upcoming Stewardship Campaign include a monetary amount of \$450,000 to include pledges, misc., plate, rentals, etc., connectivity, transparent finances, and celebration of St. Tim's successes. The campaign will kick off Sunday, September 29, and will end with a celebration Sunday, November 3. Instead of the usual letter, there will be a pamphlet mailed to the parishioners and John P-A has worked to gather and compile the information included.

Barbara Williams has contacted and lined up Vestry members to share what excites them about St. Tim's at each service beginning September 8 and ending October 26.

Much appreciation to Chip and Barbara Williams, Tom Payne, and John P-A for ALL they have done and will do to make this a meaningful, informative, and successful campaign.

Submitted by Debbie Strickland

### **GRANTS COMMITTEE**



No report

## **WORSHIP**

Alter Guild, Lynn Forbes No Report

Usher, Malcolm Williams No Report

Greeters/Ask Me, Leigh Bell No Report

### **Acolytes, Susan Holmes**

There will be a training event September 22 and October 20 both immediately following the 10:15 Service. This training will be for Newcomers as well as seasoned veterans. Young folks in the 3<sup>rd</sup> grade or older may serve as acolytes. If there are adults who wish to serve in this capacity, they may attend as well.

### **A/V, Marie Cooper**

The St. Tim's AV Team continues to uncover the twists and curves of our electronic system and to learn how to adjust correct or explore options for getting it back to normal operation mode. This ongoing challenge also requires constant updating of the A/V Manual so as to keep all team members informed of documented procedures and mending techniques.

Our new Interim Music Director, Tyler Schodt, is also finding our manual useful to expand his expertise with the sound system for both services and musical groups.

### **Parish Life Ministry – August Report for September Meeting**

Areas/committees included and person leading:

- Fellowship/Dinner Groups – temporarily parish life ministry vestry liaisons.
- Hospitality/ECW – Valerie Foster
- Newcomers – Leigh Bell
- Brotherhood – Scott Crippen
- Daughters of the King – Connie Widney
- Cursillo – Diane Hatfield
- Cards/Games – Norma Henderson
- Knitting – Bitsie Harwell
- Yoga – Alyssa Sugar

## **Parish Life**

### **Fellowship:**

- Old/New business:
  - None

### **Hospitality/ECW:**

- Old/New business:
  - Hospitality assisted with the potluck in September.
  - Meet September 10.

### **Newcomers:**

- Old/New business:
  - Nothing new to report

### **Brotherhood:**

- Old business:
  - Brotherhood had our weekly breakfast meetings.

- We have kicked off the 911 address sign fund raiser, which is the sale and or the installation of green reflective address signs for your home mailbox..
- Brotherhood has ordered and is paying for three Bunn coffee pots for regular coffee for the parish hall
- New business:
  - None

**Daughters of the King (Magdalene Chapter):**

- Old business:
  - None
- New business:
  - Daughters will prepare pimento cheese for Lobster Fair as their service project.

**Cursillo:**

- Old/New Business:
  - EC 104 Weekend is November 7-10, 2024
  - Our very own Sarah Swindell will be the weekend Rector!!
  - St Timothy's has 12 Team members and 1 Pilgrim Dennie Walker.
  - We are looking for more Pilgrims from St Timothy's. This would be the weekend to go since so many of us will be on team from our church!!! Want to know more or apply, talk with Marty Michaels, Diane Hatfield, Sharyn Lennox and many others. DeColores!

**Cards/Games:**

- Old/New Business:
  - Church games continue to be held the 1st & 3rd Wednesday of each month. Everyone is welcome to join us & bring a friend!
  - It is helpful if this info is shared in our weekly church bulletin. Will try to remind church office week before to get in bulletin.

**Knitting (and talking):**

- Old/New Business:
  - Knitters have continued to meet. We “knit and talk” and fold bulletins from 10:30 - 12:00 on Wednesdays. All are welcome. Please join us.

**Yoga:**

- Old/ New business:
  - Yoga changed to Wednesday evenings beginning August 14th at the usual time 5:30.

**Formation: Martha Whitesides**

We've had a fun kick-off season since I last updated you all! We had our first CCC packing party of the year on August 4. We had 14 students at our youth pool party, graciously hosted by Chip and Barbara Williams. The family game night was a huge success with 35 attendees and all types of games. Thank you to Debbie Strickland for facilitating the meal. While I was out, I heard great reports from Blessing of the Backpacks as well as September families first. Our most recent Sunday, the 8<sup>th</sup> with our parish potluck (felt so full, lots of ages!) and the first night of EYC (10 students, 4 adults), was great as well. We have also begun the 2024-2025 meeting calendar for the formation committee, welcoming 3 new members including 2 high schoolers.