



‘To Know Jesus Christ and Make Him Known’

VESTRY MEETING MINUTES

Monday, April 17, 2023 - 6:30 PM

Live Meeting at Burtenshaw Hall

Present: Curtis Mills, Senior Warden; Steve Burns and Foster Fitzhugh, Junior Wardens; Amanda Cantelmo, Wade Hembree, Corrine Hofstetter, Melissa Lehigh, Sam Locklear, Barry Mansell, George Stalle, Karen Vernon

Clergy: Reverend W. Reginald Simmons, Rector

Treasurer: Mareed Meek Stollman

Clerk: Melanie Hembree

Welcome/Opening Prayer: Meeting opened @ 6:30 PM with a prayer by Fr. Reggie Simmons.

Devotion: Steve Burns The Walk to Emmaus, Luke 24: 13-35

¹³Now on that same day two of them were going to a village called Emmaus, about seven miles from Jerusalem, ¹⁴and talking with each other about all these things that had happened. ¹⁵While they were talking and discussing, Jesus himself came near and went with them, ¹⁶but their eyes were kept from recognizing him. ¹⁷And he said to them, “What are you discussing with each other while you walk along?” They stood still, looking sad. ¹⁸Then one of them, whose name was Cleopas, answered him, “Are you the only stranger in Jerusalem who does not know the things that have taken place there in these days?” ¹⁹He asked them, “What things?” They replied, “The things about Jesus of Nazareth, who was a prophet mighty in deed and word before God and all the people, ²⁰and how our chief priests and leaders handed him over to be condemned to death and crucified him. ²¹But we had hoped that he was the one to redeem Israel. Yes, and besides all this, it is now the third day since these things took place. ²²Moreover, some women of our group astounded us. They were at the tomb early this morning, ²³and when they did not find his body there, they came back and told us that they had indeed seen a vision of angels who said that he was alive. ²⁴Some of those who were with us went to the tomb and found it just as the women had said; but they did not see him.” ²⁵Then he said to them, “Oh, how foolish you are, and how slow of heart to believe all that the prophets have declared! ²⁶Was it not necessary that the Messiah should suffer these things and then enter into his glory?” ²⁷Then beginning with Moses and all the prophets, he interpreted to them the things about himself in all the scriptures.

²⁸As they came near the village to which they were going, he walked ahead as if he were going on. ²⁹But they urged him strongly, saying, “Stay with us, because it is almost evening and the day is now nearly over.” So he went in to stay with them. ³⁰When he was at the table with them, he took bread, blessed and broke it, and gave it to them. ³¹Then their eyes were opened, and they recognized him; and he vanished from their sight. ³²They said to each other, “Were not our hearts burning within us while he was talking to us on the road, while he was opening the scriptures to us?” ³³That same hour they got up and returned to Jerusalem; and they found the eleven and their companions gathered together. ³⁴They were saying, “The Lord has risen indeed, and he has appeared to Simon!” ³⁵Then they told what had happened on the road, and how he had been made known to them in the breaking of the bread.

The next Devotion – at the May Vestry Meeting – will be given by Curtis Mills

Devotion and Vestry Responsibility Schedule for 2023 – June through November UPDATED 4.17.23:

June: Melanie Hembree	September: Amanda Cantelmo
July: Wade Hembree	October: Missy Lehigh
August: George Stalle	November: Sam Locklear

Approval of Minutes – March Regular Vestry Meeting:

A motion was made by Curtis Mills to accept the March Meeting Minutes and Sam Locklear seconded the motion. The motion passed; all members present were in favor.



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Financial Review

Mareed Stollman

The Finance Committee Treasurer Report dated April 14, 2023 was presented.

Financial Highlights as of 3/31/2023 & Top Items for Review

March 2023 Balance Sheet

Cash:

FCB Operating/Checking Account	\$344,465
Renasant Operating Account	\$ 2,357

Total Cash **\$346,822**

Less Funds in Restricted/Designated Accounts -\$233,675

Total Operating Funds **\$113,147 (Decrease of \$9,366)**

Debt:

Diocesan Foundation Mortgage Loan	\$ 90,580
First Citizens Mortgage Loan	<u>\$587,105</u>

Total Debt **\$677,685 (Decrease of \$4,789)**

March 2023 Statement of Revenue & Expense

- Total Contribution Revenue was \$45,483 for the month, against the monthly budgeted amount of \$45,616—99.71% of Budget.
 - Plate receipts for March were \$910 — 1.9% over the monthly budget of \$893.
 - Non-pledged contributions were \$7,590 in March — 19.56% over the monthly budget of \$6,349.
 - Pledge payments in March were \$36,983 — 93.48% of the monthly budget of \$39,562.
 - Bottom line for contributions: the positive momentum for 2023 continued, with nearly 100% of the budget for March attained.
- Other Revenue for the month of March totaled \$11,195 against the monthly budgeted amount of \$19,196 — 58.32% of budget.
 - Revenue of \$10,212 for the category of "Release Restricted - Salary Support" was received; this was \$1,875 less than budgeted due to the departure of the Communications Director on March 10th.
 - No Fundraiser Revenue was recorded in March, or thus far this year. \$2,500 per quarter is budgeted. The Fundraiser Events Designated Account has a balance of \$1,675 (including receipts from Super Bowl Event) — this will be transferred to Operating Revenue in April.
 - Rent Receipts of \$530 were recognized.
 - The Preschool Operations Fee of \$2,819 was not recorded in March - deposited late (in April) and will be reflected next month.
 - This brings Total Revenues to \$56,678 for the month - 87% of the budgeted \$64,813.*
- Total Expenses for the month of March were \$66,152 - against the month's budget of \$69,460 — 95% of budget.
 - Building & Grounds expenses were 77% of the budget for the month.
 - Music Expenses were 12% over budget for the month.
 - Rector Expense was 10% over budget for the month — a one-time bonus paid to Rector for Insurance Increase.
 - No Outreach disbursements were made in March; \$4,250 was budgeted.
- Overall Year-to-Date Summary for Revenue & Expense — as of March 31, 2023:**
 - Total Actual Revenues = \$229,450; YTD Revenue Budget = 216,950; 105.76% of budget.**
 - Total Actual Expenses = \$201,888; YTD Expense Budget = \$211,552; 95.43% of budget.**
 - Net Operating Total (Revenue less Expense) is a positive \$27,562 for 2023**
- Accounting Services responsibilities are being transitioned from Eric Dickerson of Mauldin & Jenkins to Charlene Smith during the month of April 2023.

- Discussion included how fundraising revenue and expenses are recorded. There have been no Outreach disbursements YTD. Steve Burns and Mareed will work together to create budget distributions of outreach ministries for the remainder of the year.



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- Mareed will forward preschool financials for January, February, March 2023 to vestry on Tuesday. The Vestry looks forward to receiving a financial report from preschool for the April meeting as the last report received was dated April 2022.
- An audit partner has yet to be selected.

New Business

Curtis Mills

1. Amendment to Article Six of BY-LAWS of St. Aidan's Episcopal Parish

Article Six: Officers

Section 6.2 Term. Be it resolved that the Senior Wardens once elected to the Vestry may with the approval and consent of current Rector be appointed to serve consecutive terms in position as Senior Warden and/or Junior Warden if both parties agree and/or are willing to do so with full voice and vote for the consecutive terms appointed. Terms will be served consecutively after initial election to Vestry. Succeeding Rectors may choose to select the Senior Warden of their own choosing. (Approved February 21, 2022)

*If, in the second or third year of the second and final consecutive vestry term, either the Senior or Junior Wardens are not reappointed, or decline continuing in their respective roles for any reason, that person will complete years 2 and 3 of the second term as ordinary Vestry members. Further, should either decline to complete the second term as ordinary members, the Vestry has the option of appointing, holding a special election for, or declining to replace, one or both vestry members for the duration of the second term. **Recommended for Approval.***

Discussion: By-laws are legal documents and should be reviewed by a legal professional prior to presentation to the Vestry. The by-laws should be also maintained by the Parish Administrator kept in a master file in the office. Parish Administrator job description should be updated to reflect this responsibility. The consensus by the vestry was to take no action on proposed new Amendment to By-Law Section 6. Curtis will have the amendment reviewed by the Diocesan Chancellor prior to being presented again

2. Vestry Retreat Update - Missy Lehigh

The goal for the retreat is to have 100% attendance, therefore available dates are extending through the summer. All vestry members are to send availability to Missy by May 1 so that a retreat may be planned.

Rector's Report

Fr. Reginald Simmons

1. Attendance has increased from 77 for the 1st week in January to 169, as of April 17. The average Sunday attendance YTD is 140.
2. The staff morale is good, especially having a few days off following Holy Week. There were a total of 540 attendees for the 11 Holy Week Services from Palm Sunday to Easter Sunday.
3. Curriculum: There are two additional studies during Eastertide. The Wednesday noon soup lunch group is on week 5 of *Following Jesus* by N.T. Wright. The Sunday School class is on part four of *The Study of Anglicanism*.
4. The Tuesday morning Lectionary study group and Wednesday evening Genesis to Revelation group continues to meet on a weekly basis.
5. Building and Grounds has had 2 issues recently. See the Jr. Warden's report.
6. Kerry Carter turned in her resignation from the Vestry.
7. The Spring Concert on March 26 was well attended and a wonderful success. (See Music Comm. Report)

Committee Reports

Communications Committee

Barry Mansell and George Stalle

12 month rolling annual calendar for major dates discussion with Josh. Meet with ministries to nail down dates for the calendar. Thanks to Charlene for excellent Realm presentation and would like to have her return on a Breakfast Sunday.



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Music Committee

Mareed Stollman, Foster Fitzhugh, Karen Vernon

- Spring Concert: 274 in attendance (225 in audience and 49 performers) and net revenue of \$3635.
- Driving Miss Daisy is St. Aidan's Music event. Ticket sales will be split with Kudzu Players.
- Proposed events: Back to school, Christmas, Spring, Mother's Day event. Committee and Charles are working to Standardize Event process

Preschool Committee

Missy Lehigh and Mareed Stollman

- No report to date as Kerry Carter resigned, so Missy and Mareed need to schedule a meeting with Julie Alexandrowitz.

Family Ministries Committee

Amanda Cantelmo and Steve Burns

- VBS is scheduled June 5-9 and registration opens in May. Children's tab on website is being finalized.
- Parish Annual Spring Festival is May 21.
- Playground inspection, required by insurance company, is being negotiated with playitsafe.com.

Rector's Committee

Curtis Mills and Sam Locklear

- The group has met with Fr. Reggie and he reports that it has been helpful. He is working with executive coach, managing service times (Curtis & Sam), and plans to present 30th anniv. event in clean, clear way. Log range planning for annual events will be divided in the following three categories: 1) church budgets total for event 2) event should break even 3) fundraiser

Pastoral Care and Grief

Corrine Hoffstetter and Wade Hembree

- Corrine, Wade, and Heather met and would like clarity on how pastoral care duties are assigned. A priority is to re-energize Community of Hope group as opportunity for ministry. Nancy Babcock's leadership with the prayer warrior ministry going well. Box for prayer requests is available in the narthex.

Jr Warden's Report

Steve Burns and Foster Fitzhugh

1. ADT: Working to verify that ADT made adjustments as needed for the Fire Marshal inspection and services were received as invoiced.
2. Plumbing: There is a break in the line that runs under the narthex. We have received bids from Superior (\$22,000), Mr. Plumber (\$15,000), and are awaiting a third bid. Jr. Warden's will review bids with parish member for fairness of pricing.

Sr Warden's Report

Curtis Mills

Curtis reminded all to please greet visitors as we serve as ambassadors.

Dates to Remember

Tuesday, April 18 – 6:00 p.m.
 Wednesday/Thursday, April 19/20
 Thursday, April 21, 11:00 a.m.
 Monday, April 24 – 6:00 pm
 Monday-Wednesday, April 24-26 – 5:00 p.m.
 Saturday, April 29 - 7:00 p.m.
 Sunday, April 30 – 3:00 p.m.
 Tuesday, May 2 – 11:00 a.m.
 Friday, May 5 – 5:00 p.m.
 Saturday, May 6 – 5:00 p.m.
 Monday, May 8 – 6:00 p.m.
 Monday, May 8 – 7:00 p.m.
 Monday, May 15 – 6:30 p.m.

Cub Scouts – Burtenshaw Hall
 Preschool Concert Set Up – Burtenshaw Hall
 Preschool Concert – Burtenshaw Hall
 Prayer Shawl Ministry pm - Library
 Driving Miss Daisy Rehearsal – Burtenshaw Hall
 Driving Miss Daisy - Burtenshaw Hall
 Driving Miss Daisy - Burtenshaw Hall
 Prayer Shawl Club am- Burtenshaw Hall
 Karen Dubin, Community Meeting – Burtenshaw Hall
 Kathy Bump, Serenity Suppers - Burtenshaw Hall
 Prayer Shawl Ministry pm- Burtenshaw Hall
 Finance Committee Meeting - Library
 Vestry Meeting – Burtenshaw Hall

Submitted: Melanie Hembree, Clerk of the Vestry