

St. Timothy's Episcopal Church
Greenville, N.C.
Vestry Minutes
April 21, 2025

The Vestry of St. Timothy's Episcopal Church held a meeting on Monday, April 21, 2025, at 6:00 pm in the Multi-purpose Building.

Members Present: Bill Biddlecome, Steve Callender, Patricia Dragon, Sharyn Lennox, Angela Mallette, Robert Shelton, Barbour Strickland, Becky Suggs, Leslie Veach, Chuck Widney, Chip Williams

Member(s) Absent: Amanze Ugoji

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

The rector opened the meeting at 6:00 pm. A quorum was present.

Opening Prayer: The Rev. Porter-Acee

Vestry Email Action: On April 11, 2025, Mr. Widney emailed the vestry *to request approval to purchase a new range for the parish hall*. The cost of the range is \$3,000 with \$500 for removal of the old range and installation of the new appliance. The fire suppression system also needs to be upgraded at a cost of approximately \$2,500. Funds are available in the capital repairs and improvements designated account. In recording the vestry members who responded, *a majority voted for approval with no members in opposition. Therefore, the motion passes.*

Approval of Minutes: The minutes of the March 17, 2025, vestry meeting *were presented and approved by acclamation.*

Safe Church-Protection of Vulnerable Adults: Ms. Lennox gave highlights of this session presented by the Diocese. Conversation followed. The rector said that he wants to be informed if there is any evidence of abuse within the parish and/or community. The N.C. Department of Social Services is a local resource.

Vestry Focus Committee Reports:

- **Creation Care:** Mr. Widney reported. He highlighted the following:
 - Signs to conserve water.
 - Columbian refugees are participating with the community garden.
 - Chapel flex-seating.
 - Fire Tower Road Project: The project is planned to be completed by 2030.
 - Kayak Group: A group of parishioners have planned a kayak trip at Dinah's Landing on May 4, 2025, at 1:30pm.
 - Playground Equipment: The equipment is out of date and in poor condition. Julie Crippen has asked for direction to explore possible grants. Discussion followed.

Mr. Widney moved to authorize Julie Crippen to explore and apply for grants with consideration to bring current equipment up to standards or to replace with new equipment to include fencing and appropriate playground surface. Ms. Dragon seconded the motion that passed 10-1 (Mr. Strickland).

- **Evangelism:** Ms. Dragon gave the vestry a summary of the work of this group. They are discussing a parish directory. Conversation followed. McKenzie Shelton has offered technical assistance for the project.

Action Item: Ms. Veach will contact Ms. Shelton.

- **Fiscal Responsibility:** Mr. Strickland discussed the following:
 - Lobster Fair: A chair is still being sought. Possible dates are September 27 or October 11, 2025.
 - Car Wash Fundraiser: Mr. Strickland reported that the Executive Committee approved a fundraiser car wash with Tidal Wave Auto Spa. The company has a program for non-profits to raise funds. He described the details. See attached committee minutes.
 - Stewardship Committee: A committee needs to be formed for the annual campaign.

Strategic Plan: A committee has been formed to discuss planning for the future of the parish. Mr. Strickland, Mr. Shelton, Mr. Widney, Megan Roberts, and the rector are on the committee presently while other members are being sought. A meeting is scheduled this week.

Warden's Reports:

- **Senior Warden:** Mr. Widney presented the following items for discussion:
 - Recognition of Ministries: He asked the vestry to contact and inform their respective groups that recognitions of committees, groups, and guilds will be scheduled at Sunday services. He asked for a response with proposed dates to be sent to him and the rector. It is planned to publicize each ministry in the E-Blast before the recognition and to have a brief announcement by a participating ministry member during the service.
 - Capital Investment: Mr. Widney spoke about the spreadsheet he devised to identify and prioritize capital needs for the church, whether more immediate or long range. He asked each vestry member to complete the spreadsheet. Additional items may be included. See attached spreadsheet.

Action Item: The vestry is asked to submit the survey by the Tuesday before the May vestry meeting to coincide with the due date for vestry reports.

See submitted report.

- **Junior Warden:** Ms. Mallette reported on the following:
 - Parish Workday: Many parishioners participated in the workday.

- Parish Hall Range: The range has been ordered.
- Multi-purpose Building Railing: A portion of the railing has come off the ramp. Ms. Mallette will seek opinions about the repair or replacement of the railing.

See submitted report.

Treasurer's Report: Mr. Strickland discussed the March 2025 report. Revenue is steady and expenses are under budget but will increase soon as expected. It is a timing issue. The pre-school revenue has improved and over budget while expenses are in line with the projections. *Mr. Widney moved to accept the report, seconded by Mr. Callender and passed unanimously.*

See submitted report.

Clergy Report: The rector introduced the possibility of having plaques on the campus to recognize those scouts who completed projects for their Eagle Scout award. After discussion, *Mr. Strickland moved to approve a plaque with the scout's name and troop number for each of the Eagle Scout projects. Ms. Veach seconded the motion. After further discussion, the rector asked to table the motion that passed unanimously.*

Action Item: The matter will be referred to the Executive Committee.

The rector will be away for the following Sundays: June 15, June 22, June 29 and July 20, 2025. He will be at Trinity the week of July 27, 2025.

Closing prayer: Mr. Callender

The meeting ended at 8:13 pm. The next scheduled vestry meeting is Monday, May 21, 2025, at 6:00 pm in the multi-purpose building.

Respectfully submitted:

Tommy Tucker

Clerk to the Vestry

See Attachments Below:

TREASURER'S REPORT						
Report prepared by:		Report Date: April 10, 2025				
Barbour Strickland, Treasurer		Month: MARCH				
		CHURCH		(calendar year January - December)		
ASSETS		Mar 31, 2025	Breakdown of Asset \$			
	Checking Account	51,427		Committed Funds	11,140	SG&M, Outreach, Rect Fnds
	Certificate of Deposit	52,157	(Matures May 2025)	Groups & Guilds	20,162	Brihod, AltarFtr, MsnTp, ECW
	Schwab Account	97,457		CapRep & Imprv	11,727	Capital Repairs&Improvmnts
	Faith Fund- General	15,618		Reserve Fund	115,311	Savings
	Faith Fund- Permanent	11,137		Faith Funds	26,755	General and Permanent
	Other Assets	57		Other	42,758	other accounts
	TOTAL ASSETS	227,853		Total	227,853	
Revenues and Expenses through March 31, 2025						
		Month of	YTD	YTD	YTD	Annual
REVENUES		March	Actual	Budget	Budget / Actual	Budget
	Plate Offerings	866	1,977	1,358	619	7,000
	Pledge Payments	24,242	89,200	90,552	(1,352)	308,000
	Non-Pledge Contributions	859	2,945	4,344	(1,399)	24,000
	Other Revenue	2,359	4,359	3,814	545	49,050
	TOTAL REVENUES	28,326	98,481	100,068	(1,587)	388,050
EXPENSES						
	Clergy and Staff	18,975	56,460	57,457	(997)	247,199
	Buildings and Grounds	11,531	21,632	24,809	(3,177)	91,000
	Programs and Worship	716	980	1,802	(822)	7,865
	Administrative Expenses	1,915	6,196	8,166	(1,970)	31,986
	Outreach	250	250	2,500	(2,250)	10,000
	TOTAL EXPENSES	33,387	85,518	94,734	(9,216)	388,050
NET	(Revenues - Expenses)	(5,061)	12,963	5,334	7,629	-
PRE-SCHOOL (fiscal year July - June)						
ASSETS		Mar 31, 2025				
	Checking	41,165				
	Other	62				
	TOTAL ASSETS	41,227				
Revenues and Expenses through March 31, 2025						
		Month of	YTD	YTD	YTD	Annual
REVENUES		March	Actual	Budget	Actual - Budget	Budget
	Tuition	13,079	75,693	67,534	8,159	75,932
	Other Revenue	1,101	9,701	6,565	3,136	7,340
	Total Revenues	14,180	85,394	74,099	11,295	83,272
EXPENSES						
	Total Expenses	9,690	73,553	74,713	(1,160)	95,941
	NET Subtotal	4,490	11,841	(614)	12,455	(12,669)
	Resgistration fees from last year		7,120	7,120	-	7,120
	TOTAL PROGRAM NET	4,490	18,961	6,506	12,455	(5,549)

St. Timothy's Episcopal Church
Revenues & Expenses -- Vestry Summary
Church General Fund
March 2025

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual (This Year)	YTD Actual	YTD Budget	YTD Budget/Actual (This Year)	Annual Budget
Revenues					
Tithes and Offerings	\$25,967	\$94,122	\$96,254	(\$2,132)	\$339,000
Other Revenues	\$2,359	\$4,359	\$3,814	\$546	\$49,050
Total Revenues	<u>\$28,326</u>	<u>\$98,482</u>	<u>\$100,068</u>	<u>(\$1,586)</u>	<u>\$388,050</u>
Expenses					
Clergy & Staff Exp					
Rector	\$12,655	\$38,326	\$38,838	(\$512)	\$157,104
Parish Administrator	\$2,965	\$8,924	\$9,029	(\$105)	\$36,115
Organist & Choral Staff	\$1,000	\$2,750	\$3,350	(\$600)	\$26,180
Director: Christian Formation	\$1,832	\$5,420	\$5,513	(\$92)	\$22,050
Childcare	\$161	\$678	\$728	(\$49)	\$3,250
Total Clergy & Staff Exp	<u>\$18,975</u>	<u>\$56,460</u>	<u>\$57,457</u>	<u>(\$997)</u>	<u>\$247,199</u>
Buildings and Grounds					
Facilities and Maintenance Exp	\$8,774	\$13,034	\$16,705	(\$3,671)	\$67,000
Utilities	\$2,757	\$8,598	\$8,104	\$494	\$24,000
Total Buildings and Grounds	<u>\$11,531</u>	<u>\$21,632</u>	<u>\$24,809</u>	<u>(\$3,177)</u>	<u>\$91,000</u>
Programs & Worship					
Parish Life	\$72	\$76	\$275	(\$199)	\$1,100
Music	\$354	\$354	\$375	(\$21)	\$1,500
Christian Education	\$80	\$169	\$228	(\$59)	\$1,570
Youth Ministry	\$210	\$298	\$674	(\$376)	\$2,695
Worship Ministry	\$0	\$83	\$250	(\$167)	\$1,000
Total Programs & Worship	<u>\$716</u>	<u>\$980</u>	<u>\$1,802</u>	<u>(\$822)</u>	<u>\$7,865</u>
Administrative Expenses					
General Office Exp	\$850	\$2,655	\$3,738	(\$1,083)	\$15,950
Other Expenses	\$1,065	\$3,541	\$4,428	(\$888)	\$16,036
Total Administrative Expenses	<u>\$1,915</u>	<u>\$6,196</u>	<u>\$8,166</u>	<u>(\$1,970)</u>	<u>\$31,986</u>
Outreach	\$250	\$250	\$2,500	(\$2,250)	\$10,000
Total Expenses	<u>\$33,387</u>	<u>\$85,518</u>	<u>\$94,734</u>	<u>(\$9,216)</u>	<u>\$388,050</u>
Net [Rev - Exp]	<u>(\$5,060)</u>	<u>\$12,964</u>	<u>\$5,334</u>	<u>\$7,630</u>	<u>\$0</u>
Adjustments					
Transfers	\$0	\$0	\$0	\$0	\$0
Total Adjustments	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Net Operating Total	<u>(\$5,060)</u>	<u>\$12,964</u>	<u>\$5,334</u>	<u>\$7,630</u>	<u>\$0</u>

St. Timothy's Episcopal Church
Greenville, North Carolina
Executive/Finance Committee Minutes
April 10, 2025

The Executive and Finance Committees of St. Timothy's Episcopal Church held a meeting on April 10, 2025, at 1:00 pm in the meeting room.

Executive Committee Members Present: Angela Mallette, Barbour Strickland, Chuck Widney, John Porter-Acee, Tommy Tucker

Finance Committee Members Present: Angela Mallette, Barbour Strickland, Chuck Widney, John Porter-Acee, ex-officio, Megan Roberts, ex-officio

Member(s) Absent:

Others Present:

The rector opened the meeting at 1:00 pm.

Executive Committee Agenda:

- **Facility Use Policy:** The Administrative Committee reviewed the latest draft. After discussion, the committee *recommends approval of the policy with a rate change for Group 1, 4-8 hours, to \$395 per day.*

Action Item: The policy will be referred to the Administrative Committee to edit the draft that will be submitted to the vestry for adoption.

- **Church Operating Cash Management Policy:** There was discussion about the proposed policy. *The committee recommends approval of the policy.*

Action Item: The proposed policy will be forwarded to the Administrative Committee to format the policy that will be presented to the vestry for adoption.

- **Car Wash Fundraiser:** The vestry fiscal responsibility group has proposed a carwash fundraiser to generate additional funds for the operating budget. Tidal Wave Auto Spa has a program for non-profits to raise funds. The program allows the purchase initially of at least 100 tickets at \$5.00 each that can be sold for \$10.00. In return, each ticket permits a \$30.00 car wash. Tickets are valid for up to one (1) year. Additional tickets may be purchased. The raised funds would be applied to the "other fundraising" operating budget line item. Mr. Strickland completed the Fundraiser application and asked the committee for approval. *The committee approved the fundraiser application.*

Action Item: The vestry fiscal responsibility group will proceed with planning to conduct the carwash fundraiser.

- **Music Ministry Update:** The rector said that one applicant has been recently interviewed. Other applicants are being sought. The incoming ECU sacred music students may be a source for this position.
- **Lobster Fair Update:** The vestry fiscal responsibility group has proposed September 27, 2025, as the date for the fair, but the date is not confirmed. Chair(s) for the committee are being sought although preliminary work is being conducted, etc., advertising, seeking other churches with the same date, contacting a potential lobster vendor, and organizing some committees.
- **Outreach Committee Update:** The committee is functioning. A chair has not been selected. The committee does have the responsibility to expend funds from their designated and operating accounts.
- **Parish Hall Range:** Equipment Plus has inspected the range in the parish hall and submitted a \$750 bid to repair the range. Greenville Appliance and Mattress has submitted a bid to replace the range with a larger oven for \$3,000 plus \$500 for removal of the existing range and installation. The fire suppression system also needs to be upgraded. After discussion, *the committee recommended to the vestry to replace the range and upgrade the fire suppression system to be paid for from the capital repairs and improvements designated account. Funds are available in the account.*

There was discussion about having an event to celebrate the new range installation.

- **Trees and Sidewalks Update:** Ms. Mallette said that the Buildings and Grounds Committee has developed a message to the parish about the need to remove trees on the campus that are eroding sidewalks. There was discussion about the need to investigate the cost of repairing the sidewalks following tree removal as part of a comprehensive plan.

Action Item: Ms. Mallette will take this agenda item to include the sidewalks to the April vestry meeting.

- **Plan to Identify Campus Capital Projects:** The senior warden distributed a spreadsheet he developed with several important projects that now or will soon need attention. Some items may be a part of long-range planning. The list is designed to be used as a rating method to determine priorities for future work. See attached.
- **Eagle Scout Project Update:** The project is projected to be completed in May 2025.
- **Moisture Reduction Work on Ed Building:** The ductwork has been completed. The weep holes have not been sealed.
- **Donations for Space Use:** There was discussion about asking groups that use our space to have an opportunity to make donations. Envelopes to solicit donations from groups who use our space have been prepared and will begin being used.

- **Ministry Blessings:** The committee discussed the having “Ministry Blessings” to begin after Easter as in the past. Each of the ministries will have more information shared by each group being recognized.
- **Bishop/Clergy Pictures:** Past bishop’s and rector’s pictures were taken down seven (7) years ago. There was a suggestion to reframe the pictures of past leaders to include job title and tenure, then hang all in a more public place. The meeting room was suggested as a possibility. Parish hall entry is another possibility.

Action Item: The senior warden will approach the Altar Guild to see if they would accept the responsibility to complete this project.

- **Celebrate Past Vestry Classes:** Mr. Widney expressed a desire to also celebrate past Vestry classes and will continue to pursue a dynamic screen to be used in the narthex for initiatives like this and many others.
- **Future Project Funding:** There was discussion about how to pay for projects in the future. Grants are the preferred way to fund. Julie Crippen was thought to be working on a grant for the playground, but she has stated that she needs directive from the vestry before she can do any work.

Action Item: This item will be added to the vestry agenda to give Ms. Crippen direction to seek a grant for the playground and possibly more.

Action Item: Develop a list of needs to possibly fund through grants and identify the five (5) most urgent to pursue that will be reviewed at next Executive Meeting.

Finance Committee Agenda:

- **Treasurer’s Report:** Mr. Strickland discussed the March report. \$50,000 has been transferred from the checking account to the Schwab account. Revenues are mainly on course and expenses are currently under budget but are expected to increase. The pre-school is doing very well due to recent new enrollments.

The meeting ended at 4:00 pm.

The next Executive/Finance Committee meeting will be held on May 8, 2025, at 1:00 pm in the meeting room.

Respectfully submitted:

Tommy Tucker

Tommy Tucker

Attachment:

St. Timothy's Project Needs							
	Safety	Hospitality	Children	Environmental	Maintenance	Cost	Score
PH Range, suppression							
PH Flooring							
PH Freezer							
PH Tables							
PH Kitchen remodel							
ED Window Caulking							
ED Flashing							
ED Cloister room							
Grnds Tree removal							
Grnds Oak Tree Trimming							
Grnds Sidewalk repair							
Grnds Signage							
Grnds Improved lighting							
Grnds Playground							
Grnds Landscaping plan							
Chapel Painting							
Chapel Siding							
Chapel Flex Seating							
Chapel Restroom							
MP Install Showers							
Church Update A/V							
Church Projection system							
B&G Reserve							

Rating 0-5, 0/blank does not apply, 5 urgent need

Jr Warden Report April 2025

We have a lot of projects in the works this spring. Gratefully, we also have a lot folks working together to address them.

Grady Lloyd completed his Eagle Scout greenhouse project plans and has proposed workdays on April 26, May 10, and May 11 from 1:00-5:00. Megan is checking that we have no conflicts on those dates.

Attic ductwork was completed in the Ed building to provide positive air flow as part of the moisture abatement project. Malcolm is talking to Ross about the playground hole that reopens after heavy rains, and the dead/dying bush on the corner closest to PH.

A lot was done on church workday. Building and Grounds will make a list of items that weren't addressed and ask our parishioners to take care of them as they can. I suggest we keep a running list throughout the year. Perhaps we can include it on our website, and display in the narthex from time to time.

Church members have been notified of the decision to remove three (3) trees related to safety concerns. Several have asked questions and offered suggestions about how to go forward (or not) with this, as well as possible ways to use the wood. I am keeping a list of these suggestions and will present to Building and Grounds to consider.

We are moving forward with plans to replace the PH stove and upgrade the fire suppression system, as the Vestry approved by email.

Respectfully submitted,
Angela Mallette

St. Timothy's Community Garden
April 2025

Garden planting started the last of February and has progressed since that time according to the growing requirements of the individual crop. The garden is now about 80% planted with heat loving vegetables left to plant. Turn out for work sessions have varied greatly as weather conditions and competing activities have a large influence on attendance but is similar to last year. The invitation extended to Colombian refugees is being considered with concern over transportation and scheduling of those interested.

We are looking forward to the addition of a greenhouse and the ability to create coordinated activities to be inclusive of children and mobility impaired individuals,
Chuck Widney

Fiscal Responsibility Committee Meeting
Goal: Balanced Budget
Thursday, April 10, 2025
10 AM

Present: Angela Mallette, Barbour Strickland, Becky Suggs, Chip Williams

Need: \$4,000 additional fundraisers.

Committee name: Due to the goal, it was suggested by the Rector to change the name of the committee to Fiscal Responsibility from Vestry Finance Committee.

Lobster Fair: Biggest Fundraiser.

- **Discussion on Chairs** for 2025 Lobster Fair.
 - Angela Mallette contacted most of the 2024 sub-committee. Most agreed they will volunteer for 2025. Ms. Mallette will continue to contact those not contacted.
 - Chuck Widney to facilitate the ordering of lobsters, pricing, and coordinate with additional churches.
 - Barbour Strickland discussed with the rector possible chairs of the Lobster Fair. The Rector will contact possible candidates. One has not been named.
 - The primary date for the Lobster Fair was **September 27**. An alternate date for the Lobster Fair is **October 11**.

- Barbour Strickland suggested the use of yard signs. The price of the printer was \$100 per 10.
- It was suggested that to replace business cards with all postcards. Mr. Strickland will find the cost difference.
- Barbour Strickland suggested the use of a banner. 3'x 8' cost \$200.
- Discussion on the total expense of Lobster Fair and that cost should be kept to a minimum.
- It is recommended that we sell Lobster Fair t shirts for volunteers to wear. Cost \$15. Ms. Suggs suggested we sell t shirts at the event.
- **Car Wash:** to be approved by executive committee.
 - Find out if project needs to be approved by the vestry.
 - If not, it should be started as soon as possible.
 - The car wash is a \$30 dollar value, and the ticket is good for a year
 - You must buy 100 tickets at \$5 per ticket. The sale price is \$10.
- **Discussion of online clothing site** is tabled until fall
- **Stewardship.**
 - Mr. Strickland discussed possible chairs for this drive. The Rector will contact possible chairs. Additional candidates were mentioned.
 - Chairs have not been named yet.
- **Additional Fundraisers:**
 - Oyster roast.
 - Negative: same theme as Lobster Fair.
 - Cost
 - Timing
 - Shoes. Donate shoes to a company that then sells to a less fortunate person
 - Chili cook off. Not sure how to make money.
 - Food trucks festival. Not sure how to make money. Ms. Mallette will investigate.
 - Raffle. Not sure on what to raffle of when to hold it.

The meeting adjourned at 11:55. The next meeting will be on Wednesday April 30 at 10 am.

Respectfully submitted
Chip Williams

Service Ministries:

- **Birthday Cards:** No Report
- **Community Crossroads:**
No changes to Report, on regular schedule. Submitted by Phyllis Dombos
- **Inreach:** Things are status quo with Inreach. Cards, visits, phone calls are mainly how we are reaching out.

Two recent developments are formulating a transportation team to help members in need for Drs. appointments, etc. and a discussion of our privacy policy. Marty and I have drawn up a preliminary draft of the policy. We will submit it once finalized.

Goals include recruiting more members to help with transportation.

Submitted by Kim Ness

- **Joy Soup Kitchen:** St. Timothy's served 523 meals at JOY Soup Kitchen in March.
Submitted by Nancy Williams
- **Outreach:** No report
- **Partnerships:** No report
- **Unseen Guest:** No report

Formation Report for April 2025

Submitted by Martha Whitesides, Director of Christian Formation

As I write, it's Holy Tuesday. We've had a busy Lenten season.

- The adult Lenten series, offered in two parts, had highs and lows but overall good engagement. Our Thursday sessions average 5 in attendance, ranging from 2 to 7, including 8 different people.
- EYC numbers have crept back up a bit, with 6 and 8 at each recent gathering. Our final meeting of the year will be April 27 with a cookout and a parent-child kickball game. EYC takes a break in the summer because people are all over the place, but we also have some plans for a partner even with St. Paul's, and youth can volunteer with VBS and attend Spark'Dwell.
- Speaking of Spark, the Palm Sunday Bake Sale was a big success thanks to participants, their families, and the wider St. Timothy's community. We raised just shy of \$1200. Most of this will go towards lowering the cost per participant on their final payment.
- High school dinner will meet in May and then pause for the summer; we'll also evaluate this experiment to see how they want to continue in the fall.
- The nursery continues to grow in numbers, and CHIPS again matched last month's high of 11 on Palm Sunday.

May will be a busy month (as always) with Families First, Popcorn Theology, a CCC packing party, Senior/Graduation Sunday, a mental health adult class offering, and more. We're also excited to have another baptism April 27 at the 8am service.

Scout reports submitted by Ray Franks

Boy Scouts of America (BSA):

On March 24, the troop had a presentation on Stop the Bleed, which is a program designed to help control bleeding in a severely injured person.

We went camping at Goose Creek State Park on April 4-6, which was our first campout with our new scouts that crossed over in March. We worked on their first rank requirements, knife/ax/saw and fire safety (what Scouting America calls Totin' Chip and Fire'n Chit), as well as knot tying in preparation for our upcoming Scoutoree (Camporee) in May.

One of our Life Scouts held a workday for his Eagle Project at Building Hope Community Center on April 12. Another Life scout is planning a workday for (tentatively) later this month for his project.

On April 13, we held an Eagle Court of Honor to award the rank of Eagle Scout to 4 scouts. The four honorees came up through scouting together, from Pack 46 (earning their Arrow of Light) to Troop 46 and passing their final Boards of Review within 3-4 months of each other (two of them on the same night last November). There were many friends and family in attendance in what was a special night for these scouts and their families.

Upcoming events:

May 2-4- Council Scoutoree at Camp Bonner North

May 17- Flag placement for Memorial Day at Pinewood Cemetery

June 9- Spring Court of Honor

June 22-28- Summer Camp at Camp Durant, Carthage, NC

Taplie Coile
Scoutmaster
Troop 46

Girl's Scouts BSA Troop Report: - no report

Scouts, Ray Franks and Adam Offenbacher

The Cub Pack was very busy during the past couple of months. In early March, we had our annual Crossover ceremony that sent 8 scouts to T46B, and all those scouts have attended at least one Troop meeting, and several went camping at the April Goose Creek camping trip with the Troop. We had a great representation of Cubs at the Central District Pinewood Derby this year that was held at Beaufort CC in Washington NC. Our Pack took 1st place in the Webelos (Myles Craft) and AOL (Liam Offenbacher) Dens and 2nd place in Lions (Dawsyn Groseclose) and Bears (Rose Offenbacher) Dens. Myles and Rose took Grand Champion and 3rd overall!! Terrific achievements.

We have a new BALOO leader in our ranks - Mr. Andy McGrail, who is a former Eagle Scout. He will be leading the Wolves Den next year.

Our Pack had an INCREDIBLE turnout at the Council Cuboree this year at Camp Boddie. There were 1048 registered participants across 30 Packs, with Pack 46 the best represented with 112 registered scouts and scouters! Our Pack took home first place in the coveted Campsite Inspection, which is now the second time in three years. Further, Bryce Veneski (Webelos), took home first place in the Silver Turtle Cooking competition. This is now the second year in a row that one of our Webelos took home this award! Most importantly, the scouts had an amazing time at the Cuboree and were great representatives of our spectacular Scouting program.

We have not had the chance to meet in person in April yet. Between the weather and Holy Week, we have made alternative plans to meet this month. We do have our Pancake Breakfast fundraiser on April 26th to help support our efforts to purchase a new trailer for camping. Tickets will be available at the door, though limited. We'll have tables set up to eat inside the Parish Hall and some drinks available. We have also been gearing up for the Scoutoree, which is in May. Then we will have our annual Advancements in Rank.

Preschool

Registration is ongoing and early indications are that our extended day is being well-received. Some positives: Next year's 3-Y-O class is full, and we have retained many of our kids. Of the students who are not returning, 2 are moving, 2 need full-time care and 2 are enrolling in another school whose program extends through elementary school. We have also enrolled 8 new students so far, and tours are continuing to occur. We are offering four summer camps as an additional way

to bring in some extra revenue. We are hopeful that we won't have to use much of our reserve funds to get us through the summer months.

This time last year, Malcolm Williams was collecting information for a grant proposal for our playground. The large playground shows a lot of wear. The coating is cracking and in places rusty metal is showing through. The temporary fixes we've come up with will only last a couple months at best. So far only clothing has been ruined, but without repair or replacement it will soon become a safety hazard. I urge the vestry to do whatever is necessary to help the grant get submitted ASAP.

Respectfully submitted by Leslie Bowman

St. Timothy's Vestry Focus Group on **Evangelism/Communication**

Patricia Dragon, Robert Shelton, Amanze Ugoji, Leslie Veach

April 21, 2025

Before next program year

Establish communication/marketing committee. This committee should include volunteers from across the parish, ideally also including some youth.

25-26 program year

Communication/Marketing Committee will:

- Decide the best way to provide an accurate, secure, easily accessible directory of parishioners which also includes who to contact for what group/function. Take steps to make this happen. Develop a plan to make sure the directory is maintained.
- Review all information brochures we hand out for accurate information and up to date contact information. If information is outdated, take steps to make replacement brochures. Develop a plan for reviewing printed material annually.
- Develop a plan for increasing social media utilization with regular posts showing what we do.
- Review website and create plan for maximizing its usefulness and accuracy. Correct broken links, ensure calendar is up to date, make sure livestreams are easily findable and work well.
- Investigate putting a monitor in the narthex with a slide show of upcoming activities (digital fridge page). Each activity would have a QR code to the parish website for more information or to sign up. One regular slide would be information for newcomers. Develop a plan for updating this slide show every week. Money will need to be raised for this.
- Investigate signage needs on campus, including adding QR codes to church facilities that can be rented, such as the Chapel, with information about how to reserve.

Past 25-26 program year

Communication/Marketing Committee will:

- Implement revised parish directory.
- Review printed material for accuracy.
- Make regular social media posts.
- Continue to review website for accuracy and up to dateness.
- Implement narthex monitor.
- Make improvements to signage and QR codes on campus.

Worship April 21, 2025

- **Choir (from Connie Widney)**

The choir has been working hard on music for Maundy Thursday and Easter. We would love to have some new members.

- **A/V Team (from Marie Cooper)**

The A/V Team currently has only two members, Chuck Widney and Marie Cooper. We are always open to anyone, who would like to learn live streaming, to join our team.

As reported in the past, this is a sensitive system which reacts easily to touch, power fluctuations, vibrations, setting, etc. We do our best to stay ahead of such glitches but there always seems to be a new challenge.

There is some thought that both cameras are of an age where they will need some preventative service soon to keep them in top operating condition. Also, it would be helpful to install some sort of stabilizing insulation around camera #1, the one over the Narthex doors, to prevent it from vibrating when Narthex doors are opened or closed.

STEWARDSHIP MINISTRY REPORTS FOR APRIL 2025

ADMINISTRATIVE COMMITTEE

Administrative (Admin) Committee Summary

Wednesday, March 12, 2025

Meeting opened with prayer.

Members present: John Porter-Acee, Debbie Strickland, Angela Mallette, Valerie Foster, & Judy Franks. Chuck Widney came, but at the Committee's urging left to be with Connie, who had fallen at church earlier that day.

Regarding the Admin Checklist, Debbie shared that Megan would schedule the annual financial audit in May. It was also reported that the Parochial Report had been completed, but as the website was down, a hard copy of the paperwork was signed and mailed. Angela reported the front door code had been changed, and the Emergency Alarm Response contact information had been updated. The fire alarm system certification and testing were scheduled. A brief discussion about fire extinguisher inspections led to questions which Angela planned to discuss with Orlando Cruz for his insight.

Revisions to the Admin Committee Checklist were discussed and approved, with the most recent version of the document, effective 3/12/2025, sent to Megan to file on the Drive. In addition to adding Megan's position as Director of Operations and Finance to any tasks assigned to the Treasurer, we also amended wording for March and November tasks regarding adjustment of the security light controls in conjunction with Daylight Saving Time.

In response to Megan's request that we consider raising one of the rental rates, the Facilities Use Policy/Agreement was discussed. Megan felt overall inflation justified an increase for a particular usage time for Group 1. The Committee discussed the rental rates and felt additional changes should be made to the rates for both Groups, with the recommended changes to be submitted to the Finance Committee for review/approval. The Committee also edited the document to exclude glitter, silly string, and other residue-producing decorations by users. The document was edited

and a 2025-03-12 DRAFT was submitted to Treasurer Barbour Strickland for the Finance Committee's consideration of the proposed rental rate changes.1

Next meeting tentatively scheduled for Wednesday, April 9, 5:30, in the event an in-person meeting is needed.2

Respectfully submitted,
Judy Franks

1. As Finance Committee's next meeting would not be until April 10, no further discussion on the DRAFT to happen until after that meeting.
2. Based on email replies received, Admin Committee did not meet in-person in April. The following items will be on our May agenda: Background check/Sexual ethics training policy/process requirements/compliance; Cash Management Policy reviewed by Finance Committee at April 10 meeting, submitted to Admin to review and put in correct "policy" format, after which it will go to Vestry; and, Facilities Rental Policy DRAFT reviewed by Finance Committee at April 10 meeting with one change to Admin's proposed rate changes.

ANNUAL GIVING

No report

CAPITAL CAMPAIGN

No report

GRANTS TEAM

No report

LONG RANGE PLANNING

The Long-Range Planning Committee met on April 1. Present were Chuck Widney, Robert Shelton, Barbour Strickland and John Porter-Acee. Adding members to the committee was discussed. Several individuals were proposed as potential new members. JPA will reach out to them to gauge their interest in joining. The next meeting is scheduled for April 23.

PLANNED GIVING

The Endowment Committee has a meeting scheduled for April 23.

BUILDINGS AND GROUNDS COMMITTEE MEETING MINUTES

Wednesday, APRIL 2, 2025, 5:30 PM

Meeting Room

Present: Chuck Widney, Angela Mallette, Scott Crippen, Diane Hatfield, Riley Roberts, Brent Foster, Chip Williams, Malcolm Williams. **Absent:** Orlando Cruz

Opening Devotion: Malcolm Williams

Eagle Scout Greenhouse Project:

- Grady Lloyd will have tentative workdays April 21 and May 3.

Parish workday: March 22. Discussion on jobs not completed and ways to improve.

- Angela Mallette will put on a list of jobs for the congregation to volunteer.

- Scot Crippen mentioned an up-to-date list should be developed for future workdays.
- Scot Crippen suggested that workdays should be 6 hours with lunch served.

Ed Building Moisture Update:

- Ed. Building drains have sink holes that have been covered.
- Vestry approved duct work project in Ed. Bldg. This will improve positive air flow to help with moisture problems.
- The masonry window project is on hold. Hopefully positive air flow will solve the moisture problem.
- Brent Foster and Scott Crippen repaired the sink in the Ed. Bldg. It still needs to be caulked.

Tree and sidewalk problem.

- Tree maintenance. Oak trees located on the parish hall side of campus cost \$1400 maintenance. The project was put on hold.
- The Vestry approved the plan to cut trees on the Sanctuary side of campus. The Vestry decided to hold until the congregation could be informed, and any objections could be properly answered. Bldg and Grnds support the need for this project.
- Ways to communicate projects were discussed. Additional information page in church bulletin about project. Angela Mallette will talk with Megan Roberts about additional methods.

Stove in parish hall:

Angela Mallette spoke with a company to repair the stove. Cost \$250 call. Repair \$1000. Malcolm Williams said we could buy a new stove (Forno) for \$4000 including Tax and installation. The committee recommended to the finance committee to buy a new stove. Chuck Widney and Scott Crippen will check on fire code issues.

Other Business

- Grants discussion.
 - Chapel to add a bath and turn it into a multipurpose facility for rental purposes. (to include roof and siding)
 - Remodel Ed Bldg. 8 for rental purposes.
 - Parish Hall grants to remodel and make needed repairs.
 - Playground. Discussion on repairs of equipment. Possible grant for new playground equipment.
- Scott Crippen suggested a list of needs should be published to see if members are willing to donate to the project.

Closing Prayer: Malcolm Williams closed with prayer at 6:55.

Respectfully submitted:

Chip Williams

Parish Life Reports April 2025

▪ Cursillo: Diane Hatfield

Pancake supper went well. We had over 100 meals sold!! Cursillo made \$847.00 and donated \$100.00 to Church general funds. Good time was had by all. Great food, fellowship and fun!

Cursillo Weekend is coming up April 24-27, 2025, for EC 105 at the Trinity Center

We have 2 pilgrims in attendance from St. Timothy's: Sharon Rio and Sybil Ndamase

We have the following from St Timothy's serving on Team: Marty Michaels, Mark Tull, Margaret (Suggs) Stallings, Karen Carr, Sharyn Lenox, Tom Czaplijski, and Sarah Swindell.

Focus of Cursillo is to bring the world to Christ by empowering adult Christian leaders. St Timothy's will host a welcome back for those coming back from the weekend on June 1st, this will be the LaPaz Ultreya (which comprises all people who have attended Cursillo in Greenville, Washington, Kinston and Goldsboro Episcopal Churches. All are welcome to attend to learn more about Cursillo.

- **Newcomers: Leigh Bell**

Newcomers met in March. We looked through the bags that we hand out to newcomers and updated some of the written information. No other changes.

Thanks! Leigh

- **Daughters of the King (DOK): Connie Widney and Phyllis Dombos**

The Daughters of the King Magdalene chapter collected a huge number of items for the Community Crossroads Center, thanks to the generosity of St. Timothy's members. We look forward to delivering everything to them.

The Daughters of the King from around the diocese gathered at St. Francis-by-the-Sea Episcopal Church on April 5 for their annual assembly. Three Daughters from our chapter attended, including Connie Widney, who is currently Diocesan President.

- **Knitting: Bitsie Harwell**

The St. Timothy's Knitting Group continues to meet every Wednesday morning from 10:30 to 12:00 in the Meeting Room. After folding the bulletins for upcoming services, we work on individual projects and visit with each other. Two more baptismal blankets have been completed and handed over to John to be given to a child at baptism. Other members are knitting hats, which are donated to patients at the radiation centers or to Community Crossroads. Others work on projects of interest to them. Usually, we have about 7 to 9 folks each week. All are invited whether they bring a project to work on or just come to talk.

- **Yoga: Alyssa Sugar**

I do not really have a report as usual. It's just the same thing; yoga will continue on Wednesday nights at 5:30 in the parish hall. We are not having class the last Wed. in May as I will be out of town.

- **Church Games: Norma Henderson**

We meet from 1:00-3:00 pm the 1st & 3rd Wednesdays of each month in the Meeting Room! Please join us for a fun opportunity to meet & enjoy other church members!

- **Brotherhood of St. Andrew: Scott Crippen**

Sorry, Julie and I are on vacation thru next weekend, please ask Ray Franks. I am still waiting to hear back from Ray Franks on this report.

- **Hospitality/ECW Hospitality: Valerie Foster**

Reminder for report sent to Valerie.

Creation Care April Update

- **Progress on Short term goals**

Posted signage in Parish Hall concerning water usage reduction tips while cleaning dishes
Community Garden is continuing to have discussion with local Refugee Ministry to welcome Refugees from Colombia

Shared potential book on Creation care from a biblical perspective with John PA for consideration of a Book review.

Cost estimate on appropriate flexible seating for Chapel at \$50 to \$55 per chair.

The most recent estimated start for the FireTower Road project construction is in 2030.

Current status listed as right-of-way acquisition; we have not been contacted.

- **Project to complete by end of Summer:**

Find solution to aging playground equipment, this crosses several ministries.

Requirements: Safe for children, Environmentally sound, Affordable, Satisfies long term goals

- **Long term:**

Landscaping plan, Installation of solar panels, Bees, Chapel upgrade and usage