

St. Timothy's Episcopal Church  
Greenville, N.C.  
Vestry Minutes  
August 18, 2025

The Vestry of St. Timothy's Episcopal Church held a meeting on Monday, August 18, 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, and 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:** Ms. Suggs

**Parish Hall HVAC Unit Replacement:** On July 16, 2025, Mr. Widney emailed the vestry seeking approval to purchase a new HVAC unit for the parish hall with the following: *To promote complete clarity and transparency, I request the vestry approval to use available funds to purchase the new system and have it installed as soon as possible. The replacement of this unit will remain on the grant and reimbursement pursued. Please respond with your agreement, or with questions.*

*HVAC SYSTEM: \$11,525*

*The email response from the vestry was unanimous to approve the purchase.*

**Pre-School Operating Budget:** On July 9, 2025, the Administrative Committee approved a revision to the pre-school policy as follows:

*At the end of the program year, any surplus exceeding the sum of prepaid tuition, material fees, and a \$10,000 working capital reserve will be transferred to the Church Capital Repairs and Improvements Fund. This year-end target balance ensures sufficient funds are available to refund parents in case of program cancellation for the upcoming year and to provide working capital for the next program year's operations, provided the program continues.*

At a meeting on July 17, 2025, the Finance Committee, via email, *unanimously approved the transfer of excess pre-school funds into the church Capital Repairs and Improvements designated account.*

**Safe Church-Theological Education:** Ms. Veach talked about the module on theological education. She asked the vestry to think about priorities, e.g., budgets, expenses, and especially safety for church members. She referenced Bishop Curry as an inspiration to create a holy place that nurtures love and safety. Conversation followed.

**Approval of Minutes:** The minutes of the June 9, 2025, vestry meeting *were approved by acclamation.*

**Strategic Planning Committee Update:** Mr. Shelton distributed a letter from the committee asking for the vestry to confirm, in writing, the work they are asked to do. The committee has

developed a survey that was sent to the vestry. The survey will be sent to parishioners to be followed by in person listening groups. The results will be presented to the vestry later this fall. Members are Valerie Foster, Megan Roberts, Judy Tucker, the rector, Mr. Callender, Mr. Widney, and Mr. Shelton, Chair. After conversation, *Mr. Shelton moved for the vestry to affirm the Strategic Planning Committee in their mission. Seconded by Mr. Strickland and passed unanimously.*

### **Vestry Focus Committee Reports:**

- **Creation Care:** Mr. Widney gave an update on the work of this committee including the grant application process. He expressed appreciation to Julie Crippen for her leadership in the search to find grants and assistance with preparation to meet with grant representatives. He also talked about Eagle scout projects and a Racial Reconciliation conference sponsored by the National church on September 2, 2025. See submitted report.
- **Evangelism:** The group will be meeting soon.
- **Fiscal Responsibility:**
  - **Car Wash Fundraiser:** Ms. Suggs and Mr. Strickland said that the car wash sales have been very strong.
  - **Lobster Fair:** The steering committee is comprised of Arran Gregg, Allan Kinlaw, Ray Franks, Leigh Bell, Ms. Mallette, Ms. Suggs, and Mr. Widney. No chair has been named. Most of the subgroup leaders are in place. The committee has talked about promotions for the fair that might include banners, t-shirts, posters, etc. Sign-up sheets will be posted soon. The vestry engaged in a conversation to find ways to increase awareness of the need for active participation from the congregation at all levels. The rector thanked the steering committee that has a common vision, is empowered with the necessary authority, and pledged the resources to achieve a successful event.

### **Warden's Reports:**

**Senior Warden:** Mr. Widney presented the following items:

- **Senior Vestry Meal:** He encouraged the vestry to attend the event on Wednesday, August 20, 2025, at 6:00 pm.
- **Eagle Scout Projects:** There is a scout who would like to complete a project for the Eagle scout award. Mr. Strickland showed the vestry the plaque that has the names of scouts and the dates of the projects completed at St. Timothy's.

See submitted report.

**Junior Warden:** Ms. Mallette gave an update on the following:

- **HVAC Unit:** The unit has been installed in the parish hall including a new thermostat. Hopefully, the Cannon grant will be approved to pay for the unit. Because of the grant conditions, the tree and sidewalk work is on hold pending approval. If the work is done before the grant is approved, this project will be denied.
- **Fire Suppression:** The system has been brought to code.

- **Fall Workday:** The workday is scheduled for September 27, 2025. The junior warden will create and post a list of projects, some of which may be completed at other times.

See submitted report.

**Treasurer's Report:** Mr. Strickland discussed the following:

- **Pre-School Budget:** Megan Roberts, Mr. Strickland, and the Rev. Porter-Acee prepared the budget for the pre-school that operates on a traditional school calendar. The budget had been previously emailed to the vestry. The treasurer discussed the budget that will include pay increases for staff. The budget projects more revenue than expenses. After discussion, *Mr. Shelton moved to adopt the pre-school budget. Seconded by Mr. Callender, the motion passed unanimously.*
- **Church Budget:** Mr. Strickland said that, though there was a deficit in July that was expected, operating revenue and plate offerings are on budget for the year. Non pledge revenue is under budget.

*Ms. Veach moved to accept the treasurer's report that was seconded by Mr. Strickland and passed unanimously.*

See submitted report.

**Clergy Report:** The Rev. Porter-Acee discussed the following:

- **Vestry Meal:** He began a conversation with the vestry of the significance of the past and present vestry members coming together to celebrate the impact St. Timothy's has within the congregation and larger community. He believes that outside groups who use our facilities has been beneficial in many ways. He encouraged the vestry to attend the meal.
- **Popsicles in the Park:** The rector recognized Martha Whitesides for her work with this ministry.
- **Event Clean-Up Need:** There have been occasions at some parish events, e.g., potluck meals, socials, receptions, etc., when there has been a lack of sufficient persons to be responsible for and/or assist in clean-up. The rector led a conversation about the possibility of having a paid person to assist with these duties. Discussion followed.

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

**Closing prayer:** Ms. Dragon

The meeting ended at 8:08 pm. The next scheduled vestry meeting is Monday, September 15, 2025, at 6:00 pm in the multi-purpose building.

Respectfully submitted:

*Tommy Tucker*

Clerk to the Vestry

See Attachments Below:

<b>Treasurer's Report</b>		A ( ) in the 'YTD Actual - Budget' column means the line item is <u>under budget</u>				
Report prepared by:		Report Date: August 6, 2025				
Barbour Strickland, Treasurer		Month: July				
<b>CHURCH</b> (calendar year January - December)						
<b>ASSETS</b>		<b>July 31, 2025</b>	<b>Breakdown of Asset \$</b>			
	Checking Account	26,081		Committed Funds	12,651	SG&M, Outreach, Rect Fnds
	Certificate of Deposit	Matured		Groups & Guilds	19,707	Brlhod, AltarFlr, MsnTp, ECW
	Schwab Account	179,250		CapRep & Imprv	(5,048)	Capital Repairs&Improvmnts
	Faith Fund- General	17,579		Reserve Fund	115,311	Savings
	Faith Fund- Permanent	11,750		Faith Funds	29,329	General and Permanent
	Other Assets	652		Other	63,362	other accounts
	<b>TOTAL ASSETS</b>	<b>235,312</b>		<b>Total</b>	<b>235,312</b>	
<b>Revenues and Expenses through July 31, 2025</b>						
		Month of	YTD	YTD	YTD	Annual
<b>REVENUES</b>		<b>July</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual - Budget</b>	<b>Budget</b>
	Plate Offerings	350	3,831	3,717	114	7,000
323,500	Pledge Payments	12,800	205,720	197,428	8,292	308,000
	Non-Pledge Contributions	1,074	6,597	10,464	(3,867)	24,000
	Other Revenue	3,352	16,867	13,026	3,841	49,050
	<b>TOTAL REVENUES</b>	<b>17,576</b>	<b>233,015</b>	<b>224,635</b>	<b>8,380</b>	<b>388,050</b>
<b>EXPENSES</b>						
	Clergy and Staff	19,849	134,058	139,449	(5,391)	247,199
	Buildings and Grounds	4,432	44,912	51,514	(6,602)	91,000
	Programs and Worship	350	2,760	4,532	(1,772)	7,865
	Administrative Expenses	3,790	16,565	18,848	(2,283)	31,986
	Outreach	313	1,448	5,833	(4,385)	10,000
	<b>TOTAL EXPENSES</b>	<b>28,734</b>	<b>199,743</b>	<b>220,176</b>	<b>(20,433)</b>	<b>388,050</b>
<b>NET</b>	<b>(Revenues - Expenses)</b>	<b>(11,158)</b>	<b>33,272</b>	<b>4,459</b>	<b>28,813</b>	<b>-</b>
<b>PRE-SCHOOL</b> (fiscal year July - June)						
<b>ASSETS</b>		<b>July 31, 2025</b>				
	Checking	30,460				
	Other	1				
	<b>TOTAL ASSETS</b>	<b>30,461</b>				
<b>Revenues and Expenses through July 31, 2025</b>						
		Month of	YTD	YTD	YTD	Annual
<b>REVENUES</b>		<b>July</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual - Budget</b>	<b>Budget</b>
	Tuition	-	-	-	-	83,592
	Summer Camp	3,925	3,925	3,925		5,325
	Other Revenue	10	10	529	(519)	9,350
	<b>Total Revenues</b>	<b>3,935</b>	<b>3,935</b>	<b>4,454</b>	<b>(519)</b>	<b>98,267</b>
<b>EXPENSES</b>						
	<b>Total Expenses</b>	<b>3,070</b>	<b>3,070</b>	<b>2,222</b>	<b>848</b>	<b>99,891</b>
	NET Subtotal	865	865	2,232	(1,367)	(1,624)
	Registration fees paid prior to July		6,853	6,853	-	6,853
	<b>TOTAL PROGRAM NET</b>	<b>865</b>	<b>7,718</b>	<b>9,085</b>	<b>(1,367)</b>	<b>5,229</b>

## **August 2025 Senior Warden Report**

Much of Summer has passed, with less than a third of the calendar year left. A large portion of our meeting agendas has been related to physical needs of the campus. This is a large part of the responsibility of our Vestry, given our fiscal obligations. We are fortunate to have a church family who serves our mission to the community and each other as the highest priority. St. Timothy's touches the community and our church members.

Being a part of the team to apply for the Cannon grant provided the opportunity to see how valuable our parish hall is to many worthy nonprofit organizations in our community. In a one-year period, the parish hall has provided space for 657 different meetings involving 57 unique groups. The Cannon Foundation does not make donations for worshipping needs but for services to the local community. These services extend to three different Scout groups, to public schools, and other youth programs. We provide adequate parking, audio/visual equipment and meeting space to conduct activities. Our church members themselves use the space to prepare food for JOY; CCC; and other Inreach and outreach opportunities.

I must recognize those who contributed to the grant process. Julie Crippen **knows** grants, the foundations that provide funds and the application process. Many thanks to Julie for leading this process. Angela Malette spent many hours consulting with flooring vendors, HVAC experts and in coordinating the input from the Building and Grounds committee for tree removal and sidewalk repair. John P-A researched numbers for usage of the building and service to the community. Megan Roberts and Debbie Strickland reviewed the information and organized a warm welcome for the Cannon representative during her site visit. We realize there are many worthy projects presented to Cannon but are hopeful that we will hear positive news in September. If we do indeed receive the grant, it is because of the generosity of St. Timothy's within our community.

Let us enter the new program year with gusto, supporting the ministries of St. Timothy's. The Lobster Fair is scheduled for October 11, everyone should find a job to make the event the best ever. It is one of our opportunities to share our campus in a large way to our neighbors in Greenville, every visitor should leave with a desire to return.

May God Bless,

Chuck.

## **Jr Warden Report August 2025**

This is what's happening at St Tim's this summer.

### **PH HVAC**

On July 28, Eubanks installed a new PH HVAC, including condenser, evaporator and furnace, for total price of \$11,525. We expect this new unit to be more efficient and decrease energy use. One of the upgrades with this system is a Wi-Fi thermostat. Changing all thermostats to Wi-Fi units as systems are replaced would facilitate better temperature control as PH usage varies. (FYI...Eubanks estimated the cost of changing our existing thermostats as \$300-400 each, but this is not a quote.)

### **Cannon Foundation grant application**

On Wednesday, July 23, Chuck, Megan, Debbie Strickland and Angela met with a Sarah Dorsett Coe, a representative from the Cannon Foundation, to discuss our \$41,044.56 grant application.

The application includes:

HVAC replacement (including furnace)	\$11,525.56
PH flooring (entire building, including non-carpeted area)	20,169.56
Sidewalk replacement	5,850.00
Tree/root removal	3,500.00

Cannon Foundation does not provide grants for items that are used solely for worship, however, sometimes provide grants to churches for activities and programs that benefit the community as a whole. Sarah appeared to be impressed with how we open our campus to our greater community and community organizations, as well as our many outreach efforts that occur both on and away from campus. She was also impressed with the basket of fresh vegetables and bag of jams and pickles from the garden!

This grant is not guaranteed, and the decision will not be made until the end of September, but we feel hopeful that at least some of our requests will be granted. Although the HVAC system has already been installed, it was considered an urgent need and could still be funded. No other items will be considered if completed prior to the grant decision, so the tree removal and sidewalk project has been tabled for now.

Julie Crippen was able to obtain the necessary documents and complete the grant application in less than 48 hours, while continuing her "real" job, and then created a video to coach us for the visit. Chuck and I met with her on August 15 to discuss the possibility of additional grants to address other campus needs. We are so blessed to have her in our parish!

### **PH improvements**

The Williamston Fire Extinguisher Service has installed the fire suppression system over our bright, shiny new stove however there is an alarm that must be installed/wired by an electrician. Allan Kinlaw has agreed to do this when the PH is not in use and as his schedule permits.

ECW has purchased a new freezer for the PH. Thanks to the ladies for purchasing, and thanks to Scott for taking the old one away, bringing the new one in and reworking the upper cabinet to make it fit.

### **Eagle Scout projects**

Riley, Chuck, Ray Franks and Angela will meet with a Boy Scout that is interested in choosing an Eagle Scout project that would benefit the parish. These projects are not limited to physical construction but may address things such as digital needs or needs related to planning/implementation of community initiatives. We would like to maintain a list of possible Eagle Scout projects for other Scouts that may interested in benefiting our parish. Current ideas include:

- Repairing fencing, etc., around the trash can area
- Repairing fenced area around Ed Building HVAC
- Improved storage in PH closets

- Landscaping at campus entrances where trees will be removed
- Landscaping on side of PH closest to Ed Building
- Potential playground and pre-school projects

If you have other ideas let us know.

**Fall workday** is scheduled for September 27. Please send me items that should be included on the workday list.

### **Odds and ends**

The Building and Grounds committee continues to address campus repair issues. Please see Building and Grounds minutes for further details and let me know when you notice things that need attention.

Respectfully submitted,  
Angela Mallette

### **Creation Care May Update August 2025**

The committee met on August 14 with Bill Biddlecome, Sharyn Lennox and Chuck Widney in attendance.

- **Pending actions**

- Timing of employment responsibilities made coordinating garden activities with the Colombian refugees unmanageable this year.
- Playground discussion
  - Applying for grants-Renewed plan in place
  - Reconsider repairing and painting for short term.
  - Possible fund drive specific to playground (currently used to provide mulch)
- Solar for property
  - Companies contacted indicated feasibility with few details. Information did indicate that the best time to install it is in conjunction with roof replacement.
  - GUC provides lights in our parking lot. We do see an opportunity to locate dark places after dark and use solar charged ground lighting to better illuminate walkways. Action item to follow up as it starts getting dark earlier and explore in an evening, perhaps after choir practice.
- Moisture mitigation for Education building is presently being explore by the Building and Grounds committee and for potential grants.
- We will recognize the need for a comprehensive campus landscaping plan, we have a parishioner who is qualified for this task, Chuck will inquire into the availability of this individual.

- **New Ideas**

- The church and Scout Troops could benefit by having a standing list of creation care projects for Eagle Scout projects.
  - Landscaping at entrances where trees will be removed.
  - Benches and flowers where the cherry tree will be removed.
  - Redesign and build garbage cart enclosure.
  - Campus signage project
- Episcopal grants and seminars
- The National Church offers many opportunities for learning and also will fund worthy projects. All members of the Vestry should be familiar with offerings by the National Church and our Diocese. They support the three missions of the church concerning Evangelism, racial Reconciliation and Creation Care.

**Building and grounds meeting minutes, updates**

**Wednesday, August 6, 2025**

**5:30 pm**

**Meeting room**

**Present: Brent Foster, Riley Roberts, Diane Hatfield, Scott Crippen, Chuck Widney, Angela Mallette**

**Absent: Orlando Cruz, Chip Williams**

1. **Prayer**—Angela Mallette

2. **HVAC units:**

On July 28, Eubanks installed the new PH HVAC, including condenser, evaporator and furnace, for total price of \$11,525. We expect this new unit to be more efficient and decrease energy use.

Brent programmed the new HVAC thermostat to maintain 75 degrees during the times the PH is typically in use, including all day on Saturdays, and to reset to 78 degrees at other times.

One of the upgrades with this system is a Wi-Fi thermostat. Changing all thermostats to Wi-Fi units as systems are replaced would facilitate better temperature control as PH usage varies. (FYI...Eubanks estimated the cost of changing our existing thermostats as \$300-400 each, but this is not a quote.)

Brent was pleased that the new thermostat was easy to program and tied in with the Ed building Wi-Fi thermostats.

Thanks for programming Brent!

3. **Recap of Canon Foundation Grant request site visit:**

On Wednesday, July 23, Chuck, Megan, Debbie Strickland and Angela met with a Sarah Dorsett Coe, a representative from the Cannon Foundation, to discuss our \$41,044.56 grant application. The application includes:

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PH flooring (entire building, including non-carpeted area)	20,169.56
Sidewalk replacement	5,850.00
Tree/root removal	3,500.00

We learned that the Cannon Foundation does not provide grants to churches for items that are only used for worship activities, however, sometimes provide grants to churches for activities and programs that benefit the community as a whole. Sarah appeared to be impressed with how we open our campus to our greater community and community organizations, as well as our many outreach efforts that occur both on and away from campus. She was also impressed with the basket of fresh vegetables and bag of jams and pickles from the garden (thanks Garden Group!)

The grant is not guaranteed, and the decision will not be made until the end of September, but we feel hopeful that at least some of our requests will be granted. Although the HVAC system has already been installed, it was considered to be urgent and could still be funded. No other items will be considered if completed prior to the grant decision.

Thanks to Julie for amazing work in obtaining the necessary documents and completing the grant application in less than 48 hours, while continuing her "real" job. She also created a video to coach us for the visit. We are so blessed to have her in our parish!

4. **Tree removal and sidewalk project:**

We agreed to table the tree removal and sidewalk project for now, as it would be disqualified for funding if completed prior to the grant decision.

5. **Ed Building:**

**Girls' bathroom stalls** aren't latching. Brent has looked on the partitions but cannot identify the manufacturer to order replacement parts. He will consider other solutions to the problem.

**2-year-old classroom sink:** Scott will look at the sink in the 2-year-old classroom to see if additional caulking is warranted. Angela will talk to Leslie and explain the steps that the committee has taken to ensure that the sink does not present a safety risk.

**Cloister room window** is cracked, however appears to be cosmetic in nature. Committee members will look at more closely to ensure this is the case.

**Masking tape on walls** is unsightly and does not provide useful information at present. Angela will remove the tape before Pre School resumes.

**Moisture in walls:** high moisture areas (as identified on the attachment) were discussed. It was decided that members will continue to identify problem areas, using ladders and outside observation, in addition to moisture meter readings.

6. **Andrews Landscaping:**

Dan Andrews reported he is trying to correct problems with his office phone. He stated he always wants to be available and provided the following corrected/additional contact numbers. These numbers have been passed on to Megan.

Office: 252-717-8006

Dan Andrews cell: 252-227-3611

Dan apologized that cut tree limbs were not removed prior to our July 27 Sunday services. Per our discussion we agreed that: Mowers will not move the sprinklers at site of new sod outside playground. Round-up will not be used under the trees. Lawn staff will be careful when weed eating to avoid our plantings and small trees (i.e. olive trees)  
Dan also stated that making specific requests of his staff while they are on-site (i.e. not moving the sprinklers), should be effective as the same staff return each week.

7. **Parish Hall updates:**

**Fire suppression system:** The Williamston Fire Extinguisher Service has installed the fire suppression system over our bright, shiny new stove however there is an alarm that must be installed/wired by an electrician. Allan Kinlaw has agreed to do this when the PH is not in use and as his schedule permits.

**PH freezer:** ECW has purchased a new freezer for the PH. Thanks to the ladies for purchasing, and thanks to Scott for taking the old one away, bringing the new one in and reworking the upper cabinet to make it fit.

**Ladies handicap stall toilet lock:** has been replaced. Thanks Brent and Chuck

8. **August campus inspection:** Angela will complete by August 24

9. **Eagle Scout projects:** One of our boy scouts would like to do an Eagle Scout project that benefit St Timothy's. Riley, Chuck, Ray Franks and Angela will discuss possible ideas with the scout.

Riley states other scouts will likely to be ready for Eagle Scout projects before long and it could be helpful to maintain a list of possible projects. These projects are not limited to physical construction but may address things such as digital needs or needs related to planning/implementation of community initiatives. Current ideas include:

- Repairing fencing, etc. around the trash can area
- Repairing fenced area around Ed Building HVAC
- Improved storage in PH closets
- Landscaping at campus entrances where trees will be removed
- Landscaping on side of PH closest to Ed Building
- Potential playground projects

Leslie Bowen will discuss Pre-school needs that could be addressed as Eagle Scout projects with the teachers.

10. **Fall workday:** is scheduled for September 27. I'll start a list of things to address.

Respectfully submitted,  
Angela Mallette

**STEWARDSHIP MINISTRY REPORTS FOR JULY AND AUGUST 2025**

**ADMINISTRATIVE COMMITTEE**

Administrative (Admin) Committee Summary

Wednesday, July 9, 2025

Meeting opened with prayer.

Members present: John Porter-Acee, Debbie Strickland, Angela Mallette, Valerie Foster, & Judy Franks.

Chuck Widney was unable to attend.

Regarding Admin Checklist for July, we had updates from Megan about the two items, both of which address parish records management. Parish documents are currently being stored on the Google Drive. For those who do not have access to the Google Drive, any needed documents can be provided by the church office staff. Megan also indicated that she's filed personnel records for access as needed and is already in the post-audit shredding process, which takes a while to complete.

Facilities Use Policy/Agreement was reviewed at Megan's request. As church no longer has a fax line, fax number was removed from the Application and replaced with email address, as needed. The committee approved the change with document revised effective 7.9.25. Revised version to be sent to Megan. Megan had also requested that we review the document to address the timeframe for potential security deposit refund/forfeiture/transfer. Discussion was held about deadline requirements as it applies to both security deposits and rental payments, but it was decided to table the discussion until we check with Megan on the current practices in place.

A revised DRAFT of a Preschool document from 2016 was presented to Admin for discussion. While the document has recently been through initial review/edits by our Rector, DOF, Treasurer, and Preschool Director, there is still more work to be done to clarify its purpose, application, and intended users. The Admin Committee reviewed the current DRAFT, specifically targeting the section about transferring funds to generate interest, with which Admin agreed. Admin also discussed voluntary shared leave and medical/religious exemption for immunization requirements, both of which it was agreed should be removed from the DRAFT. The Preschool Document Combined DRAFT was revised effective 7.9.25, with the understanding that it will be sent to the original group of editors for further review.

As I will be out of town on August 13, I will contact Admin by email with any items to address in August, scheduling an in-person meeting on a different date, if needed.

Respectfully submitted,  
Judy Franks

### **ANNUAL GIVING**

We have a theme for the Annual Giving campaign: Many Parts, One Body. We wanted to include children and youth some this year as well, so they will have their own campaign with piggy banks to save money. We are in the process of bringing all the ideas and details together so that letters and announcements can be finalized.

Leigh Bell

### **CAPITAL CAMPAIGN**

No report

### **FINANCE COMMITTEE**

See Finance Committee/Executive Committee meeting minutes

### **GRANTS TEAM**

Julie Crippen submitted the grant to the Cannon Foundation in the amount of \$41,045.12. We had a site visit, from a member of the Cannon Foundation, on July 23. We should hear whether we got the grant between September 15-30.

### **LONG RANGE PLANNING**

#### Strategic Planning Committee Minutes

July 2, 2025

Present: Steve Callender, Valerie Foster, John Porter-Acee, Megan Roberts, Robert Shelton, Barbour Strickland, Judy Tucker, Chuck Widney

1) Welcome and reflection.

2) Discuss and fine-tune survey:

a) B & G questions were shortened one Yes/No question about the adequacy of B & G in general for the needs of the parish.

b) Add the Mission Statement after the demographic questions, ask that the remaining questions be answered reflecting on the Mission Statement.

c) REMOVE ADULT AND CHILDREN FORMATION questions and replace with: "I am spiritually fulfilled by the activities at St. Timothy's."

d) Suggestions to re-arrange the questions to flow better.

e) Leave out question about St. Tim's benefitting from change (plan for free text question in roll-out related to any suggestions for the parish)

f) Follow-up: Megan will edit the survey as above, send it for review, and will send it to the vestry for trial by July 7, asking them to complete it by the end of the month.

3) Plan for survey administration:

a) Robert will write a notice about the SPC and our work, including the survey and the listening sessions, to go out to the congregation in email announcements during August.

b) Morning services on 9/7 – members of SPC will announce the survey – to be distributed by email, also having QR codes available at the morning services on 9/14 and 9/21

c) 9/14 and 9/21 – QR code available, members of SPC serving as greeters and an info table providing assistance to anyone needing it, hard copies also available as needed

4) Plan for survey analysis – Steve will analyze data from the vestry trial for discussion at the next SPC meeting. He will also analyze data from the final roll-out of the survey. Try to have broad, initial results for congregation by 9/28.

5) Other business

a) John - 3rd annual Former Vestry Dinner (around 8/20) will provide a good opportunity to inform a number of parish leaders about the work of the SPC and the upcoming survey and listening groups

6) Follow-up meeting - review analysis of vestry trial, and finalize plans for distribution and collection of surveys – August 12 at 6:00 p.m.

### **PLANNED GIVING**

The Endowment Committee held its quarterly meeting met on August 4. Present were committee members Bert Powell, Ed Kirby, Mary Vincent. Also present were Barbour Strickland and John Porter-Acee.

The current financial statements were reviewed. As of June 30, the balance in the General endowment account was \$17,578, and the balance in the Permanent endowment account was \$11,750.

During the meeting there was a Zoom presentation by Josh Anderson, Director of Endowment Management for the Episcopal Church Foundation. Josh presented the many

ways that we can grow our endowment. The members of the committee asked many questions. The committee will review the information he presented and will follow through with some of his suggestions.

### **Acolytes, Readers, Ushers**

There will be a training session for new and seasoned Acolytes, torch bearers and crucifers, September 28 after the 10:15 service. If you have a child or grandchild who is interested in serving, please contact Susan Holmes, [susanholmes@suddenlink](mailto:susanholmes@suddenlink), or Martha Whitesides.

### **Pew Duty**

Pew Duty team lost a member but successfully recruited a replacement. Otherwise, no updates to report.

### **Worship Ensemble**

Worship Ensemble (WE) will hold our first practice on Sunday, Sept. 14 after the 10:15 service. We will follow this with a chance for fellowship at a local restaurant. The group will continue to provide music for the Families First Sundays, beginning in October.

### **Adult Choir**

The Choir is still on break but will resume rehearsals on Wednesday, August 27 at 7 pm in the church. We would love to see new folks!

Several choir members participate in the Melody Makers, an ensemble that visits assisted living facilities and brings the gift of song to the residents. It is organized by former member Susan Goodman and several Greenville churches are represented. The group sings monthly and has continued throughout the summer.

### **Formation Report**

It's been a great summer! As of writing we have hosted two of our three Popsicles in the Park. In both cases, we had St Tim's folks (7 of our families) and community members join in (4 guest families). We are excited to have our presence felt outside of our campus through these events. Collaborative VBS with St. Paul's and hosted on our campus was a great success again this year. We did miss the participation and presence of Our Redeemer Lutheran.

- We had a total of 25 VBS participants, 16 with a connection to St Tim's.
- We had 7 youth volunteers, 5 from St Tim's.
- We had 25 adult volunteers, 12 from St. Tim's.
- Separate from those adult volunteers, we split the dinners evenly with St Paul's (two and two). Thanks to Val Foster for leading our teams of chefs, servers, cleaners, and more, including the 15 folks who donated food items to keep our costs low.

In addition to VBS, 25 letters were mailed to 23 individual St Tim's children and youth at their summer camps. A welcome addition this year were handheld prayer squares made by Deb Mascarenhas. A huge thank you to her for this kind and significant gesture, they were well loved by many!

Spark'Dwell was another success this summer with 8 students and 3 adults. It was fun to have a mix of people going for the 1st, 2nd, or 3rd time, as well as meeting folks from South Carolina, Iowa, and Minnesota as part of our experience. For more reflection, see the August newsletter.

As we enter August and the season of kick-offs and back to school, we look forward to events this month and the return of regular program rhythms in September.

--

Martha Whitesides  
Director of Christian Formation

### **Preschool News, August 2025**

The Preschool Committee met on Tuesday, 8/5 to discuss teacher salaries and the preschool's budget for the upcoming school year. The budget and salary increases are being submitted for vestry approval. (A tentative budget is attached and payroll forms for salary increases have been submitted)

John asked for some additional information, which follows.

Retention rates for the past two years:

2023/24

Of the 23 children eligible to return (discounting those who graduated or moved away) 19 returned for 83% retention

24/25 (year the extended day was implemented)

Of the 24 children eligible to return, 21 returned for a retention rate of 88%

It is typical for our Young 2s and MWF 2s classes to be under enrolled in September. Last year we added three 2-Year-Olds and four Young-2s throughout the year.

Leslie Bowman

St. Timothy's Preschool Director

**The SUNDAY ADULT BIBLE STUDY** meets each week from 9:00 until 9:45, hopefully a convenient time between the services for those who attend either the 8:00 or 10:15 service. Topics have included in depth studies of Luke, Acts, Matthew, Mark, John and several Epistles plus seasonal offerings for Advent, Lent and Eastertide. This summer the group chose to continue to meet from 8:30 until 9:15 before our 9:30 am worship for discussions on relevant faith challenges (Humility, Selflessness, Forgiveness, Justice) supported by Old and New Testament scripture.

Joyce Wittman

### **August 2025 St. Timothy's Community Garden Report**

All of the Spring and early Summer crops have passed as the garden currently has it heat lovers of okra, eggplant, and pepper providing produce. Field peas, peanuts and sweet potatoes. are growing to enjoy this Fall. Bedding plants are being started in the new greenhouse as we monitor conditions as we determine protocols for watering and other external factors. Within the next month the cool season transplants will be ready for garden placement.

Attendance has dropped during the summer as people travel and find other competing activities. We have four non church attending members contributing to the garden progress with a total varying from 6 to 15 individuals. Fall is a pleasant time to work in the garden, usually with less weed growth; as usual, all are welcome.

The kitchen crew made use of a bumper fig crop to can jam. The okra has also been good with jars of pickled okra canned. These are available upon request and for sale at the Lobster Fair.

Respectfully submitted by Chuck Widney

### **August 2025 Service Ministry Reports**

Birthday Cards	Suzie Q. Shelton	No Report
Community Crossroads	Phyllis Dombos	No Report

### **Inreach (Chairs rotate at mid-year)**

Report for August 2025

Thank you to Marty Michaels and Kim Ness for co-chairing this ministry for the past 6 months. Our 4 teams continue to check in with parishioners through phone calls and we send notes and cards throughout the months. Mary Vincent and Debbie Strickland are the co-chairs from now through December and folks can reach out to us with requests or to share a need. At this time we are working to find a time that most, if not all 12 members of the Inreach ministry can meet to discuss privacy and security that's involved in our work. We look forward to continuing to provide care and love for our parish.

Respectfully submitted by Mary and Debbie

Joy Soup Kitchen    Mary Ava Johnson    No Report

### **Outreach**

Vestry Report August 11, 2025

The newly formed Outreach Committee had their first meeting in April 2025, starting with the potential of six (6) members, plus John Porter-Acee and Megan Roberts. However, as time passed, it was clear that three (3) of those potential members would not be able to remain with us this year, leaving only three (3) voting members. We met again in May but with summer activities and travel, we did not meet again until August 5.

Getting organized and laying out our strategy for moving forward started slowly but we now feel we are on the right path to a success

First on our action list was to appoint a Chair and Vice Chair. Marie Cooper agreed to fill the Chair position until January 2026. Dennie Walker agreed to be the Vice Chair for the remainder of this year, then move into the Chair position in January when Marie 'retires' from that post.

At our August meeting all agreed that some of the main goals of this new committee will be:

- Supporting exist committees
- Bringing recognition of good deeds and notable achievements to all members of the congregation for all to celebrate
- Helping marginalized people of the community

We believe that the Team Dynamics of this committee is such that we can achieve these goals.

Respectfully submitted by:

Marie Cooper, Chair

Partnerships

Office

No Report

## **August Reports to Vestry**

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

The Brotherhood is helping to paint the Multipurpose rooms. We also have a waiting list of possible shrimp purchasers for our fundraiser. We are planning to organize a fall fishing trip on the Carolina Princess for anyone wanting to go. Our Weekly Breakfast\bible study is still a main stay. Thanks Scott Crippen

### **Cursillo-Diane Hatfield**

No report

### **DOK-Connie Widney**

The Magdalene chapter of the Daughters of the King met for breakfast on Saturday, July 19 at the Egg Yolk. Eight members were present, and new officers were selected. They are President, Heather Tepper; Vice President, Jocelyn Nelson; and Secretary/Treasurer, Phyllis Dombos. New officers will begin their terms in September.

The August meeting will be Saturday August 23 at 9:00 a.m. either in the Multi-Purpose Building or the Meeting Room.

Prayer requests may be submitted to the group either through one of the cards in the pew, placing a request in the box in the narthex or contacting a member directly. All requests are confidential, and members pray for each request daily for 30 days. The time may be extended by notifying a Daughter or submitting a pew card.

The chapter is planning to hold a meet and greet in October for all women who are interested in becoming a Daughter of the King.

### **ECW/Hospitality-Valerie Foster**

ECW purchased a new freezer for parish hall

We donated funds toward youth mission trip.

Hospitality assisted with meals for VBS

August 8 we will have a reception for Diane Hatfield when she celebrates the life of her parents.

### **Games-Norma Henderson**

No report

### **Knitting Group-Bitsie Harwell**

The Knitting Group continues meeting throughout the summer in the Meeting Room from 10:30-12:00 on Wednesdays. All are welcome, knitters or not. We fold the Sunday bulletins and work on whatever projects we brought with us while we visit and catch up on what is happening of interest.

### **Newcomers-Leigh Bell**

Nothing new to report from Newcomers

### **Yoga-Alyssa Sugar**

We did not have yoga for the past 3 weeks but we will have it again next week. Aug. 20 we will not have yoga due to Vestry dinner. Other than that, things are the same.