

St. Timothy's Episcopal Church  
Greenville, N.C.  
Vestry Minutes  
January 26, 2026

The Vestry of St. Timothy's Episcopal Church held a remote meeting on Monday, January 26, 2026, at 6:00 pm.

**Members Present:** Bill Biddlecome, Patricia Dragon, Diane Hatfield, Bert Kemp, Mary Moore, Robert Shelton, Becky Suggs, Amanze Ugoji, Leslie Veach, Chuck Widney, and Ben Williams

**Member(s) Absent:** Wendy Proctor

**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

**Approval of Minutes:** The minutes of the December 15, 2025, *were approved by acclamation.*

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

- **Pre-School Budget:** The school year begins in July. The financial report covers six (6) months. Revenue is over budget and expenses are on target resulting in a net surplus for the year.
- **Church Budget:** The operating budget covers a calendar year. Revenue in 2025 exceeded expenditures that created a \$25,924 operating surplus primarily due to the absence of a Director of Music Ministry. Mr. Strickland said that the vestry needs to decide how to allocate the surplus.
- **2026 Proposed Budget:** The treasurer discussed the proposed budget. The total pledged revenue has been reduced by 4% due to pledge income that is typically not paid. There are 137 family units at St. Timothy's with 88 who pledged. From the 49 units that did not pledge, there will be an effort to receive additional funds during the year. The lobster fair projected revenue is reduced to due several factors.

Mr. Strickland talked about the new revenue line item for "supplemental revenue" needed to balance the budget. The vestry will need to identify and collect additional revenue for this line item in order to keep the budget balanced and avoid having to cut expenses. Expenses were closely examined and are expected to be on target based on last year. A comment was made that the supplemental revenue line item will require a comprehensive plan to achieve the goal.

- **Surplus Allocation:** There was discussion about how to allocate the surplus. A question was asked about where the surplus has been applied in the past. Mr. Strickland responded that each year has been different. He mentioned that, as an example, building maintenance will be a priority this year but that there are other priorities for the vestry to consider. A question was asked about whether the staff

received a Cost of Living Allowance (COLA). The rector and staff received a 2.57% COLA at the end of last year. The rector is the only full-time staff member who receives health insurance. The rector said that the surplus could be used for a variety of purposes, e.g., to hire an outside consultant, use Diocesan resources with reimbursement, buildings and grounds, outreach, etc.

- **Diocesan Pledge:** The rector said that the Diocese sent a letter to parishes asking for a 10% pledge this year, which would be about \$39,000 for St. Timothy's. Our church has paid 10% for several years ago until 2020. The church has budgeted \$11,000 this year that is the same amount as pledged last year.

After further discussion about the proposed budget, *Mr. Kemp moved to adopt the 2026 budget that was seconded by Mr. Widney. The motion passed 10 to one (1). Ms. Hatfield abstained.*

*Ms. Veach moved to accept the treasurer's report, seconded by Ms. Dragon and passed unanimously.* The senior warden expressed appreciation to Mr. Strickland for his commitment as treasurer.

See Treasurer's report.

**Vestry Declaration and Promise:** The rector informed the vestry of the standard that "every person chosen as a member of a Vestry of a parish or mission of this Diocese shall qualify by subscribing to the following declaration and promise:

***I do believe the Holy Scriptures of the Old and New Testaments to be the Word of God, and to contain all things necessary to salvation; and I do consent to be governed by the doctrine, discipline and worship of the Protestant Episcopal Church in the United States of America; and I promise that I will faithfully execute the office of member of the Vestry of St. Timothy's Episcopal Church, Greenville NC, according to the best of my ability.***

*The vestry affirmed the declaration and promise.*

**Visioning Committee:** Mr. Shelton spoke about the efforts to solicit outside assistance for long range planning. He told the vestry that this committee has had communication with The Rev. Canon Stephanie Allen, Canon for Leadership Development in the Diocese. On January 7, 2026, Steve Callender, The Rev. Porter-Acee, and Mr. Shelton met with her. The rector has had follow up conversations with her joined by the wardens. Further conversation is planned. There is no charge for her consultation.

**Senior Warden:** Ms. Veach reported on the following:

- **Google Drive:** The senior warden said that Google Drive technology is being used as a result of a goal last year to improve communication and marketing among the vestry, the congregation, and outside the church. The drive will allow for the sharing of information. She thanked Megan Roberts for her assistance. The goal is to consolidate all information, e.g. agenda, reports, etc., into one location.
- **Committee Liaison List:** The draft list was discussed regarding the vestry liaisons, the preferences for liaison assignments, the chairs/heads of the various ministries, and their

contact information. Further work will be done to finalize the list. More discussion about the role of vestry with liaisons will be a retreat agenda.

- **Sprint Groups:** Ms. Veach explained the purpose of sprint groups. It has to do with groups/committees who are working on a particular project with a short timeframe for completion. It is a way to get work started quickly. The sprint group might make recommendations either to form a committee or pass on a charge to a newly formed committee. Last year's vestry had a group for evangelism to improve communication and marketing to share news, invite new members, and have better communication among parishioners. McKenzie Shelton has been helping with the project. A non-vestry member has been participating. Ms. Veach recommends a sprint group to continue this initiative. The office staff has also been actively involved. Mr. Shelton, Ms. Dragon, Mr. Ugoji and the Ms. Veach have been working on this project. She invited other vestry members to participate. Other sprint groups are being considered.
- **Website Host:** The company providing website support is going out of business. The rector said that other companies are being considered, and a decision should be made hopefully by the end of February. A fully functional website should be ready by Easter.
- **Open/Close/Count Schedule:** The schedule for the year will be further discussed and completed at the retreat.
- **Vestry Retreat:** The retreat is scheduled for February 13-15, 2026, at the home of Bitsie Harwell. Discussions followed to provide food and beverages.

**Junior Warden:** Mr. Biddlecome reported on the following:

- **Fundraiser Requests:** The vestry or Executive Committee approves fundraiser requests. There is a policy. The rector outlined the procedure.
  - **Brotherhood/ECW:** These ministries propose to have a chili cook off on February 25, 2026, to raise funds for both groups. After discussion, the decision was postponed until the Executive Committee meeting on January 29, 2026.
  - **Buildings and Grounds:** Proposed fundraiser to sell donated shoes. *Mr. Widney moved approval, seconded by Ms. Suggs, and passed unanimously.*
  - **Scouts:** The scouts propose a fundraiser for February 1, 2026, to hang door tags to collect food. *Ms. Veach moved approval. The motion was seconded by Ms. Dragon and passed unanimously.*
  - **Tables for Parish Hall:** Seven (7) new, lightweight tables have been purchased. The older tables will be sold. Twelve lightweight, folding tables have been acquired.
  - **Parish Hall Flooring:** In addition to funds from the Canon Grant Foundation, additional funds have been received from ministries and parishioners to move forward with the replacement of carpet with luxury vinyl plank. The installation will be completed after the ECW Yard Sale. After discussion, *Ms. Veach moved to approve the project by Boyd's Carpeting costing \$14,373.33 with funds drawn from the capital*

*repairs and improvements designated account. Seconded by Mr. Ugoji, the motion passed unanimously.*

**Clergy Report:** The Rev. Porter-Acee informed the vestry that the Outreach Committee needs new leadership. Ms. Proctor and Ms. Dragon are liaisons and will attempt to form a new committee.

**Closing prayer:** Mr. Widney

The meeting ended at 7:58 pm. The next scheduled vestry meeting date is the retreat on February 13-15, 2026.

Respectfully submitted:

*Tommy Tucker*

Clerk to the Vestry

**See Attachments:**

# Treasurer's Report

A ( ) in the 'YTD Actual - Budget' column means the line item is under budg

Report prepared by: **Report Date:** January 13, 2026

Barbour Strickland, Treasurer **Month:** **December**

## CHURCH (calendar year January - December)

ASSETS	December 31, 2025		Breakdown of Asset \$		
Southern Bank Checking	49,398		Committed Funds	24,007	SG&M, Outreach, Rect Fnds
Schwab Account	202,492		Groups & Guilds	13,646	Bthod, AlterFlr, EYC, ECW
State Street - FF General	18,858		CapRep & Imprv	15,335	Capital Repairs&Improvements
State Street - FF Permanent	12,605		Reserve Fund	115,311	Savings
Other Assets	698		Other	115,752	other accounts
<b>TOTAL ASSETS</b>	<b>284,051</b>		<b>Total</b>	<b>284,051</b>	

## Revenues and Expenses through December 31, 2025

	Month of	YTD	YTD	YTD	Annual
REVENUES	December	Actual	Budget	Actual - Budget	Budget
Plate Offerings	1,185	7,295	7,000	295	7,000
323,500 Pledge Payments	22,002	309,646	308,000	1,646	308,000
Non-Pledge Contributions	7,404	26,785	24,000	2,785	24,000
Other Revenue	2,758	51,896	49,050	2,846	49,050
<b>TOTAL REVENUES</b>	<b>33,349</b>	<b>395,622</b>	<b>388,050</b>	<b>7,572</b>	<b>388,050</b>

EXPENSES	Month of	YTD	YTD	YTD	Annual
	December	Actual	Budget	Actual - Budget	Budget
Clergy and Staff	20,990	235,269	247,199	(11,930)	247,199
Buildings and Grounds	15,813	90,933	91,000	(67)	91,000
Programs and Worship	1,046	5,240	7,865	(2,625)	7,865
Administrative Expenses	2,782	28,167	31,986	(3,819)	31,986
Outreach	6,660	9,998	10,000	(2)	10,000
<b>TOTAL EXPENSES</b>	<b>47,291</b>	<b>369,607</b>	<b>388,050</b>	<b>(18,443)</b>	<b>388,050</b>

<b>NET</b>	<b>(Revenues - Expenses)</b>	<b>(13,942)</b>	<b>26,015</b>	<b>-</b>	<b>26,015</b>	<b>0</b>
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## PRE-SCHOOL (fiscal year July - June)

ASSETS	December 31, 2025				
Checking	31,476				
Other	-				
<b>TOTAL ASSETS</b>	<b>31,476</b>				

## Revenues and Expenses through December 31, 2025

	Month of	YTD	YTD	YTD	Annual
REVENUES	December	Actual	Budget	Actual - Budget	Budget
Tuition	8,539	46,781	44,448	2,333	80,000
Summer Camp	-	4,275	4,275	-	5,700
Other Revenue	655	8,857	6,175	2,682	9,350
<b>Total Revenues</b>	<b>9,194</b>	<b>59,913</b>	<b>54,898</b>	<b>5,015</b>	<b>95,050</b>

EXPENSES	Month of	YTD	YTD	YTD	Annual
	December	Actual	Budget	Actual - Budget	Budget
<b>Total Expenses</b>	<b>10,150</b>	<b>47,001</b>	<b>47,475</b>	<b>(474)</b>	<b>98,105</b>

NET Subtotal	(956)	12,912	7,423	5,489	(3,055)
Registration fees paid prior to July	-	6,853	6,853	-	6,853

<b>TOTAL PROGRAM NET</b>	<b>(956)</b>	<b>19,765</b>	<b>14,276</b>	<b>5,489</b>	<b>3,798</b>
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St. Timothy's Episcopal Church  
Designated Accts Report--YTDs  
Church General Fund  
December 2025

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

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
<b>Non-Operating (Desig) Accts</b>				
<b>Committed non-operating funds</b>				
1-81500 - Collections For Transmittal Fund	\$0	\$822	\$822	\$0
1-81700 - Special Gifts and Memorials Fund	\$4,366	\$20	\$300	\$4,086
1-81702 - Outreach	\$1,732	\$0	\$145	\$1,587
1-81708 - Rector Professional Development	\$4,831	\$0	\$0	\$4,831
1-81714 - Rector's Discretionary Fund	\$3,512	\$395	\$661	\$3,246
1-81723 - JOY Soup Kitchen	\$1,167	\$250	\$0	\$1,417
1-81724 - Faith Fund Collections: Permanent	\$0	\$6,005	\$0	\$6,005
1-81728 - Faith Fund Collections: General	\$35	\$2,800	\$0	\$2,835
<b>Total Committed non-operating funds</b>	<b>\$15,643</b>	<b>\$10,292</b>	<b>\$1,928</b>	<b>\$24,007</b>
<b>Groups &amp; Guilds</b>				
1-81501 - Brotherhood of St. Andrew	\$2,997	\$0	\$900	\$2,097
1-81705 - Altar Flower Fund	\$1,590	\$920	\$329	\$2,181
1-81710 - Mission Trip Fund	\$259	\$0	\$0	\$259
1-81711 - EYC Programs & Activities	\$1,847	\$0	\$0	\$1,847
1-81713 - Community Garden	\$1,911	\$0	\$0	\$1,911
1-81721 - ECW	\$3,045	\$100	\$73	\$3,072
1-81722 - Cursillo	\$2,164	\$0	\$0	\$2,164
1-81726 - Choir Fundraising Account	\$116	\$0	\$0	\$116
<b>Total Groups &amp; Guilds</b>	<b>\$13,928</b>	<b>\$1,020</b>	<b>\$1,302</b>	<b>\$13,646</b>
<b>Other Sources of Funds</b>				
1-81524 - Pledge Prepayments	\$15,490	\$4,500	\$0	\$19,990
1-81704 - Fundraising Events	\$105	\$560	\$665	\$0
1-81715 - Capital Repairs & Improvements Fund	\$4,768	\$13,105	\$2,538	\$15,335
1-81750 - Other Income (not for op exp)	\$10,223	\$0	\$0	\$10,223
1-81751 - Misc Deposits & Reimbursements	\$1,067	\$0	\$350	\$717
1-81752 - Reserve Fund	\$115,311	\$0	\$0	\$115,311
1-81754 - Vacation Bible School	\$0	\$0	\$0	\$0
1-81755 - Cannon Grant	\$20,000	\$0	\$11,525	\$8,475
1-81756 - Lobster Fair Fundraising & expenses	\$3,000	\$0	\$0	\$3,000
1-81757 - Perkins, Wells Grant	\$0	\$0	\$0	\$0
1-81758 - Gen. Faith Fund Endowment	\$18,858	\$0	\$0	\$18,858
1-81759 - Permanent Faith Fund Endowment	\$12,605	\$0	\$0	\$12,605
1-81760 - Rental Security Deposits & Returns	\$500	\$580	\$580	\$500
1-81761 - Faith Fund Distributions	\$0	\$0	\$0	\$0
<b>Total Other Sources of Funds</b>	<b>\$201,926</b>	<b>\$18,745</b>	<b>\$15,658</b>	<b>\$205,013</b>
<b>Total Non-Operating (Desig) Accts</b>	<b>\$231,498</b>	<b>\$30,057</b>	<b>\$18,889</b>	<b>\$242,666</b>