

St. Timothy's Episcopal Church
Greenville, N.C.
Vestry Minutes
May 19, 2025

The Vestry of St. Timothy's Episcopal Church held a meeting on Monday, May 19, 2025, at 6:00 pm in the Multi-purpose Building.

Members Present: Bill Biddlecome, Patricia Dragon, Sharyn Lennox, Angela Mallette, Barbour Strickland, Becky Suggs, Amanze Ugoji, Leslie Veach, Chuck Widney, and Chip Williams

Member(s) Absent: Steve Callender, Robert Shelton

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

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

Opening Prayer: Mr. Williams

Approval of Minutes: The minutes of the April 21, 2025, vestry meeting *were approved by acclamation.*

Safe Church - "Power and Relationships": Mr. Williams presented a short questionnaire on Power and Relationships and asked for vestry responses. Conversation followed. Treats were distributed as prizes for participation.

Vestry Focus Committee Reports:

- **Creation Care:** No report
- **Evangelism:** Ms. Veach will meet with McKenzie Shelton and Megan Roberts to move forward.
- **Fiscal Responsibility:** Mr. Strickland discussed the following:
 - **Lobster Fair:** October 11, 2025, is the date for the fair. A chair is still needed, and some parishioners have been asked with responses pending.
 - **Annual Pledge Campaign:** Leigh Bell and Lauren Warren have agreed to chair the pledge drive this year.
 - **Other Fundraisers:** There was conversation about the church sponsoring a raffle to generate additional funds. Discussion followed. Most of the vestry felt that a raffle would be appropriate. The committee will continue to explore options.

Warden's Reports:

Senior Warden: Mr. Widney presented the following items for discussion:

- **Celebration:** The Hospitality Committee was recently recognized in celebration of the work of parishioners who serve the church and each other. He also talked about the campus projects being done by members and suggested that a policy may be helpful.
- **Capital Projects:** The spreadsheet sent to the vestry was discussed. His objective is to determine the types of work needing immediate attention while other projects may be more long-term. He asked the vestry to complete and send to him.

- **Eagle Scout Project Recognition:** The vestry resumed discussion on the tabled motion at the April 2025 meeting that was referred to the Executive committee. At the May 8, 2025, Executive Committee meeting, the Committee *recommends that the vestry approve a new, engraved plaque to be in the parish hall adjacent to the other scout plaques and charters to recognize scouts who complete Eagle Scout projects on our campus. The name plate will include the name, date, and project. The church will provide funds from Special Gifts and Memorials account to support this celebration of youth development.* After discussion, *the motion was unanimously approved by the vestry.*
- **Rector and Bishop Photos:** The Altar Guild has agreed to have the pictures of present and former Rectors and Bishops framed who were in office since the beginning of St. Timothy's. The approval of the source of funds and location to display the pictures was discussed. *Ms. Veach moved to expend up to \$500 for the frames with the funds drawn from the Special Gifts and Memorials account. Mr. Strickland seconded the motion that passed unanimously.*

Conversation followed for the location of the pictures. After discussion, *it was the consensus of the vestry to display the pictures in the church narthex.*

Action Item: Mr. Strickland agreed to hang the pictures.

See submitted report.

Junior Warden: Ms. Mallette reported on the following:

- **Moisture Abatement:** The Education Building project continues.
- **Shrub Replacement:** Two (2) shrubs at both ends of the sidewalk will be replaced.
- **Tree Removal/Sidewalk Work:** A plan is in place for this project.
- **Fire Extinguisher Inspection:** Has been completed.

See submitted report.

Treasurer's Report: Mr. Strickland discussed the April 2025 report. The funds from a matured certificate of deposit and \$15,000 from the operating budget have been deposited into the Schwab account. The Capital Repairs and Improvements fund has a balance of \$4,027 after recent expenses for the Education Building projects. The treasurer said that, considering that not all operating pledges are expected to be paid, he believes that approximately \$308,000 in pledge revenue will be received by the end of the year.

The pre-school is doing well for revenue. Leslie Bowman, Director, has requested a \$100 bonus for each of the four (4) head and two (2) assistant teachers. Discussion followed. *Ms. Lennox moved to approve \$100 for the staff and \$150 for the director. Seconded by Mr. Widney, the motion passed unanimously.*

Ms. Mallette moved to accept the report, seconded by Ms. Suggs and passed unanimously.

See submitted report.

Clergy Report: The rector talked about the fine work of the vestry for their leadership and on various committees and encouraged continue engagement. He referenced the bullets in his report and asked the vestry to review and participate as much as possible.

Closing prayer: Mr. Strickland

The meeting ended at 7:30 pm. The next scheduled vestry meeting is Monday, June 9, 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:	May 6, 2025			
Barbour Strickland, Treasurer		Month:	APRIL			
			CHURCH		(calendar year January - December)	
ASSETS		Apr 30, 2025	Breakdown of Asset \$			
	Checking Account	68,298		Committed Funds	11,008	SG&M, Outreach, Rect Fnds
	Certificate of Deposit	52,041	(Matures May 2025)	Groups & Guilds	20,963	Brlhod, AltarFlr, MenTp, ECW
	Schwab Account	97,773		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	79		Other	59,182	other accounts
	TOTAL ASSETS	244,946		Total	244,946	
Revenues and Expenses through April 30, 2025						
		Month of	YTD	YTD	YTD	Annual
REVENUES		April	Actual	Budget	Budget / Actual	Budget
	Plate Offerings	578	2,555	2,156	399	7,000
323,500	Pledge Payments	38,666	127,866	125,356	2,510	308,000
	Non-Pledge Contributions	1,154	4,099	6,384	(2,285)	24,000
	Other Revenue	3,286	7,646	5,255	2,391	49,050
	TOTAL REVENUES	43,684	142,166	139,151	3,015	388,050
EXPENSES						
	Clergy and Staff	19,060	75,520	77,459	(1,939)	247,199
	Buildings and Grounds	4,972	26,604	29,722	(3,118)	91,000
	Programs and Worship	373	1,353	2,549	(1,196)	7,865
	Administrative Expenses	2,496	8,692	10,611	(1,919)	31,986
	Outreach	293	543	3,333	(2,790)	10,000
	TOTAL EXPENSES	27,194	112,712	123,674	(10,962)	388,050
NET	(Revenues - Expenses)	16,490	29,454	15,477	13,977	-
			PRE-SCHOOL		(fiscal year July - June)	
ASSETS		Apr 30, 2025				
	Checking	38,726				
	Other	81				
	TOTAL ASSETS	38,807		-		
Revenues and Expenses through April 30, 2025						
		Month of	YTD	YTD	YTD	Annual
REVENUES		April	Actual	Budget	Actual - Budget	Budget
	Tuition	6,165	81,858	75,932	5,926	75,932
	Other Revenue	520	10,221	6,823	3,398	7,340
	Total Revenues	6,685	92,079	82,755	9,324	83,272
EXPENSES						
	Total Expenses	9,678	83,231	84,387	(1,156)	95,941
	NET Subtotal	(2,993)	8,848	(1,632)	10,480	(12,669)
	Resgistration fees from last year		7,120	7,120	-	7,120
	TOTAL PROGRAM NET	(2,993)	15,968	5,488	10,480	(5,549)

St. Timothy's Episcopal Church
 Revenues & Expenses -- Vestry Summary
 Church General Fund
 April 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	\$40,398	\$134,521	\$133,896	\$625	\$339,000
Other Revenues	\$3,286	\$7,645	\$5,255	\$2,390	\$49,050
Total Revenues	\$43,684	\$142,166	\$139,151	\$3,015	\$388,050
Expenses					
Clergy & Staff Exp					
Rector	\$12,670	\$50,996	\$51,785	(\$788)	\$157,104
Parish Administrator	\$2,965	\$11,889	\$12,038	(\$150)	\$36,115
Organist & Choral Staff	\$1,350	\$4,100	\$4,383	(\$283)	\$26,180
Director: Christian Formation	\$1,817	\$7,238	\$7,350	(\$112)	\$22,050
Childcare	\$258	\$937	\$1,116	(\$179)	\$3,250
Total Clergy & Staff Exp	\$19,060	\$75,520	\$77,459	(\$1,939)	\$247,199
Buildings and Grounds					
Facilities and Maintenance Exp	\$3,061	\$16,094	\$19,788	(\$3,693)	\$67,000
Utilities	\$1,911	\$10,509	\$9,934	\$576	\$24,000
Total Buildings and Grounds	\$4,972	\$26,604	\$29,721	(\$3,118)	\$91,000
Programs & Worship					
Parish Life	\$0	\$76	\$367	(\$291)	\$1,100
Music	\$0	\$354	\$500	(\$146)	\$1,500
Christian Education	\$25	\$194	\$451	(\$257)	\$1,570
Youth Ministry	\$265	\$563	\$898	(\$335)	\$2,695
Worship Ministry	\$83	\$166	\$333	(\$167)	\$1,000
Total Programs & Worship	\$373	\$1,353	\$2,549	(\$1,196)	\$7,865
Administrative Expenses					
General Office Exp	\$1,153	\$3,808	\$4,983	(\$1,175)	\$15,950
Other Expenses	\$1,344	\$4,884	\$5,627	(\$743)	\$16,036
Total Administrative Expenses	\$2,497	\$8,692	\$10,610	(\$1,918)	\$31,986
Outreach	\$293	\$543	\$3,333	(\$2,790)	\$10,000
Total Expenses	\$27,194	\$112,712	\$123,673	(\$10,961)	\$388,050
Net [Rev - Exp]	\$16,490	\$29,454	\$15,477	\$13,976	\$0
Adjustments					
Transfers	\$0	\$0	\$0	\$0	\$0
Total Adjustments	\$0	\$0	\$0	\$0	\$0
Net Operating Total	\$16,490	\$29,454	\$15,477	\$13,976	\$0

Rector's Report

I believe the next few weeks are some of the most important weeks the vestry has to impact what will ultimately be accomplished this year. New ideas or new directions are difficult to communicate or execute during the summer months and if our ministry areas are not working toward identifying goals, momentum will slow or stop and most of the fall will be used to get back to the place we are in right now.

Here are some of the issues that I know I need to keep in front of me. What are yours?

- Lobster Fair Chair, and hopefully co-chair to take over next year.
- Additional fundraisers to meet our budget
- Clear understanding of Campus requirements and desires with estimates of annual cost
- Continued celebration of all areas of the church
- Reforming a preschool committee
- Reforming a worship committee
- Restarting our search process for a musician
- Strategic Planning Committee

Whatever you feel you are most needed for, I hope that you continue to build relationships with the ministry areas that you are liaisons for and continue to get something positive out of all you are giving.

Faithfully,

John

May 2025 Senior Warden Report

The Hospitality Ministry was recognized last Sunday as we were also able to celebrate the newly installed Parish Hall range. We are truly blessed with many caring people and for those who help organize, conduct and clean up after potlucks and other church events. They have provided receptions following the service for loved ones with loving care and in honor of the departed, Thank You. The new range is beautiful; fits perfectly in the space and provides options the previous range did not offer. With eight burners and a standard-size oven it should be a very useful tool in our parish hall kitchen.

The next ministry honored is the Brotherhood. They have offered and supplied help for many physical tasks needs here at St. Timothy's. As we move forward, we will be honoring more groups and ministries, each with their own unique gifts and contribution to our lives and mission at St. Timothy's. Input from your ministry area is appreciated as we establish the schedule for Sundays throughout the year.

An important part of the celebration is the recognition of the different talents brought to St. Timothy's by our congregation. It is important for us to recognize this as well as we lead and work with the various committees in action caring for our campus, providing for worship and in service to our neighbors whoever they may be. As Vestry members we should strive to learn more about those we represent. I also would like to learn more about each of you on the Vestry and plan to make time in conversations to better know your life journey.

Peace be with you,
Chuck.

JR WARDEN REPORT MAY 2025

AT LAST, WE'RE GETTING SOME LONG-AWAITED RAIN, AND A BIT OF RELIEF FROM THE EARLY HEAT WAVE. GRADY LLOYD'S EAGLE SCOUT GREENHOUSE PROJECT IS NEARING COMPLETION AND WILL ADD ANOTHER COMPONENT TO OUR CREATION CARE EFFORTS.

FOLLOW-UP TO THE ED BUILDING MOISTURE ABATEMENT PROJECT MALCOLM AND ROSS ARE WORKING TO FIND A LONG-TERM SOLUTION TO THE HOLE ON THE PLAYGROUND THAT REOPENS AFTER HEAVY RAINS. IN ADDITION TO REFILLING THE HOLE, ROSS RECOMMENDS THE SOD OUTSIDE THE FENCE BE CONSISTENTLY WATERED TO PROMOTE A ROOT SYSTEM THAT WILL DECREASE EROSION. BUILDING AND GROUNDS WILL ADDRESS. THE TWO HOLLY BUSHES THAT ARE DYING WILL BE REPLACED. BUILDING AND GROUNDS IS DEVELOPING AN OVERALL PLAN FOR TREE REMOVAL AND SIDEWALK REPAIR (INCLUDING ESTIMATES AND PROJECTED TIMELINE). WE WILL CONTINUE TO KEEP VESTRY AND THE ENTIRE CHURCH INFORMED AS THIS PROGRESSES. WE NOW HAVE A BEAUTIFUL, SHINY, NEW STOVE IN THE PH! THE FIRE SUPPRESSION SYSTEM UPGRADE IS EXPECTED TO BE COMPLETED SOON. RAILING ON THE RAMP TO THE MULTIPURPOSE BUILDING HAS BEEN REPAIRED. RESPECTFULLY SUBMITTED, ANGELA MALLETTE

ADMINISTRATIVE COMMITTEE

Wednesday, May 14, 2025

Meeting opened with prayer.

Members present: John Porter-Acee, Chuck Widney, Debbie Strickland, Angela Mallette, & Judy Franks. Valerie Foster unable to attend.

Brief discussion about background checks/sexual ethics training requirements for employees and consequences for failure to comply for a matter involving a Pre-School employee. As the Pre-School Employee Policy Manual is currently undergoing a thorough review for submission to Admin Committee, specific attention will be paid to the wording regarding newly hired employees and requirements for completion of such tasks prior to employment.

No checklist items for May.

Facilities Use Policy/Agreement reviewed for Finance Committee's rate recommendation; additionally, it was determined wording is needed that church is not responsible for lost or stolen goods and failure to comply with requirements contained in the agreement may result in additional charges. Document was revised effective 5.14.2025 and to be forwarded to the office for proper digital storage. (Document attached)

Operating Cash Management Policy received from Finance Committee reviewed and approved with a couple of minor edits in the policy header and Megan's job title as related to the Policy. Document revised effective 5.14.2025 and to be forwarded to the office for proper digital storage.

Chuck introduced a matter Executive Committee has recognized for which there is need to develop a new policy regarding clarification of responsibilities for projects undertaken on our campus. Developing protocols for specific projects that will promote safety and protection for St. Tim's and its members are driving factors. Chuck was not asking Admin to compose the policy, but merely to offer guidance on a policy to be written later. Further discussion is expected before Admin should receive a draft.

Next scheduled meeting, Wednesday, June 11, 5:30.

Sincerely submitted,
Judy G. Franks

ANNUAL GIVING

Leigh Bell and Lauren Warren have agreed to be Stewardship Chairs.

CAPITAL CAMPAIGN

No report

FINANCE COMMITTEE

See Finance Committee/Executive Committee meeting minutes

GRANTS TEAM

No report

LONG RANGE PLANNING

The Long-Range Planning Committee met on May 7. Present were Chuck Widney, Robert Shelton, Barbour Strickland, Judy Tucker, Valerie Foster and John Porter-Acee. There was discussion of the use of an external consultant vs utilizing internal resources to develop a long-range plan. The group consensus was to start with an internal process with a combination of a survey and focus groups. The next step for the committee is to come develop a congregational survey. The committee members will submit/bring potential survey questions which will be discussed at the next meeting. The next meeting is scheduled for June 3.

PLANNED GIVING

The Endowment Committee met on April 23. Present were committee members Bert Powell, Ed Kirby and Mary Vincent. Also present were Barbour Strickland and John Porter-Acee. An educational program is scheduled for June 5 at 7:00 pm in the Parish Hall. The program "Planning Ahead: The Importance of Wills and Estates". As of March 31, the balance in the General Endowment was \$15,617.84 and the balance in the Permanent Endowment was \$11,137.21.

Monthly Reports for May from Parish Life Committees:

Board Games Norma Henderson

- I do not have a report this week for 'Church Games', which takes place in the meeting room the 1st & 3rd Wednesdays of each month.

Brotherhood of St. Andrew Scott Crippen

- Date postponed for our BBQ fundraiser on Sunday, May 18. New date announced soon.

Cursillo Diane Hatfield

- Cursillo Weekend was held April 24-27, 2025, for EC 105 at the Trinity Center
- We had 2 pilgrims in attendance from St. Timothy's: Sharon Rio and Sybil Ndamase
- We had the following from St Timothy's serving on Team: Marty Michaels, Mark Tull, Margaret (Suggs) Stallings, Karen Carr, Sharyn Lennox, 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.

ECW/Hospitality Valerie Foster

- April 19 the hospitality committee hosted a reception for Marie Coopers family.
- May 3 ladies' tea was a huge success with more than 40 people in attendance.
- May 13 ladies' annual dinner we will have a taco bar.
- May 17 ECW diocese meeting will be at St. Paul's we will provide breakfast for meeting

- May 18 ECW will provide desserts for the brotherhood barbecue-postponed
- June 8 hospitality will help with potluck brunch
- We will plan to meet for our lunch meetings on the second Wednesday throughout the summer.

Dinner Groups Julie Crippen and Kristine Kelley-Salamon

- No report

Daughters of the King (DOK) Connie Widney

- The Magdalene chapter delivered 2 grocery carts full of supplies for the Community Crossroads Center. St Timothy's members were very generous in helping with this service project.
- We continue to offer prayers for all who request them but have not received many in our prayer request box in the narthex.

Fellowship

Currently no leader

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.
- Another baptismal blanket has 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.

Newcomers Leigh Bell

- No report

Yoga Aylssa Sugar

- Yoga will continue during the summer and only dates we won't have it are May 28 and June 25 that I know of anyway.

FORMATION

The past month has been full of wrap ups and celebrations, and there is more to come:

- We had almost 30 involved in the Easter egg hunt between hidiers and hunters.
- CHIPS set another record for highest attendance at 20.
- End of year youth/adult kickball game was a hit with 7 families and 30 people (shout out to the adults for winning).
- High school dinner met in May with resounding support to continue in the fall. We look forward to welcoming 3 new high schoolers then.

Stay tuned til June to hear about the celebrations we still have planned!

BUILDINGS AND GROUNDS COMMITTEE MEETING MINUTES

Wednesday, May 7, 2025

5:30 PM Meeting Room

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

Opening Prayer: Malcolm Williams

:

Ed Building Moisture Update:

- Ed. Building drains have some erosion problems. Malcolm Williams talked with landscape company that did the work. They will replace with sod. They said the area needs watering or the same problem will occur.
- Vestry approved the duct work project in Ed. Bldg. Brent Foster has a concern that the positive air flow into Ed. Bldg. could cause moisture to be pulled into the building. Further study is needed.
- Some of the shrubs at the corner of the Ed Bldg are dying. Malcolm Williams talked with the landscaper to replace the plants. They will.

Tree and sidewalk problem.

- The Vestry approved the plan to cut trees on the Sanctuary side of campus. Building and Grounds decided to carry out the proposed plan. It was discussed that members of the congregation would cut down the trees. Estimates will be taken on the tree cutting project in lieu of members cutting the trees down and stump grinding.
- Scott Crippen will get estimates to do the concrete work needed. Diane Hatfield suggested adding needed sidewalks. All work will be completed in a timely manner.

Stove in parish hall:

- Malcolm Williams informed the committee that the new stove has been installed.
- Work on the fire suppression system should be completed soon.
- Malcolm Williams will contact some flooring companies to see what needs to be done with the seam in the Parish Hall.

Eagle Scout Greenhouse Project:

- Grady Lloyd will have workdays this weekend. The project should be finished Sunday.
- The Scouts are excited about this project.

Other Business

- Grants discussion on the replacement of the playground equipment.
- Chuck Widney composed a list of projects for St. Timothy's. These projects are to be prioritized. A list is attached to this document.
- Diane Hatfield suggested that the door to the meeting room be widened to allow wheelchair entrance.
- Brent Foster informed Bldg. and Grnds. Committee that the fire extinguishers have not been inspected. The same company that does fire suppression does the inspections. Megan Roberts tried to contact the company with no success.
- Discussion on what to do about the missing keys. Nothing was decided.

Closing Prayer: Malcolm Williams closed with prayer at 6:45

Respectfully submitted:

Chip Williams

May 2025 Community Garden Report

Dry weather has quickly turned into wet weather, but with appropriate conservative watering, plant placement and drainage minimal adverse effects have been felt. Bill McGarry has been a great addition to the community garden since joining St. Timothy's and has taken responsibility for managing the irrigation. His gardening experience is valuable in decision making and to lead garden tasks.

As spring crops mature, our opportunity to share produce with our neighbors in Greenville also grows. Leaf lettuce was harvested May 8 and delivered to the St. Paul's pantry. This is the third consecutive year in which we have been able to provide lettuce harvested the same day to St Paul's for distribution. This year's crop did not disappoint receiving positive feedback from three individuals associated with the pantry. Spinach was harvested on May 10, cleaned and delivered to the JOY soup kitchen for use in pasta sauce. New potatoes, broccoli and cabbage will provide further opportunities to incorporate fresh produce into meals for distribution at JOY.

We are excited to welcome two new olive trees to the orchard. There is now an Arbequina, one of the most widely planted varieties and the Lecciana, a newer variety well suited to our conditions. We can now literally extend an olive branch to all who visit.

Attendance on workdays continues to be variable as there are many competing opportunities and commitments for our members. All are welcome to dig in the soil, harvest and share in our stories, produce and activities for the enrichment of their lives.

Fiscal Responsibility Committee Meeting

Goal: Balanced Budget Wednesday, May 14, 2025, 9 AM

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

Need: \$4,000 additional fundraisers.

Lobster Fair: Biggest Fundraiser.

- The Lobster Fair will be October 11. No alternate date was discussed.
- Chairs: Nominations for chairs. Bill Biddlecome and Ray Franks were discussed.
- Angela Mallette will ask Bill Biddlecome and Becky Sugg will ask Ray Franks.
- The chair should be named by Monday, May 19. Steering Committee meetings should occur soon after.
- Chuck Widney and Angela Mallette will research where to buy the lobsters for this year.
- Angela Mallette will discuss computer sales with Megan Roberts, Riley Roberts, and Bryan Bell. She will ascertain the commitment they can give to the Lobster Fair and report back.
- Barbour Strickland designed postcards, yard signs and a banner for the church grounds. All were approved by the Fiscal Responsibility Committee.
- Barbour Strickland designed a Lobster Fair t shirt. The cost of the shirt will be \$15. Sales will be before the Lobster Fair. The project will be presented at the Vestry meeting.
- Becky Suggs will investigate more activities for children.
- Megan Roberts suggested nursery care so young families could help with event.
- Car Wash: Was approved by the executive committee. Barbour Strickland has not received approval from the car wash. Chip Williams will check with the car wash attendant on the progress.
- Stewardship Chair. Leigh Bell and Lauren Warren will serve as Stewardship Chair
- Other fundraisers. Food truck fundraisers were discussed. No action was taken. Raffle. The possibility is to be discussed with the vestry Souper Bowl. Sell soup.

The meeting adjourned at 11 am. The next meeting will be on Wednesday May 21 at 12 pm. In the Parish Hall.

Respectfully submitted:

Chip Williams

2025 May Service Ministries Reports:

Birthday Cards-No Report

Community Crossroads: No changes to Report, on regular schedule. Submitted by Phyllis Dombos

Inreach: In Reach has been active. We welcome notification of someone needing our support and care.

With John Porter-Acee, Kim Ness and I have been working on confidentiality and safety guidelines. This is still a work in progress but progressing and hope to share with in reach committee soon.

Our efforts this month included contacts (card, call, text, other) for 32 people/families in April and 9 in the first 2 weeks of May.

Along with Scott Crippen, we are providing rides to work for a parishioner with Scott actually doing most of this. Kim Ness has worked to connect drivers with the rider.

When asked by John P-A about the budget for this year, we have not identified additional budget needs. However, we will be seeking options for providing a paid service for a handicapped parishioner for perhaps once a month through the end of the year, using In Reach funds.

Peace & Gratitude,
Marty

Joy Soup Kitchen: St. Timothy's volunteers served 552 meals at JOY Soup Kitchen in April of 2025.

Submitted by Nancy Williams

Outreach: No Report

Partnerships: No Report

Unseen Guest: No Report

Reports from the Strategic Planning Committee:

First Meeting: April 23rd, 2025

Present: Megan Roberts, Valerie Foster, Judy Tucker, Barbour Strickland, John Porter-Acee, Robert Shelton.

Absent: Chuck Widney, Greg Ness (who has not committed to being a part yet)

In the first meeting we reviewed some of the most obvious financial needs that are looming in St. Timothy's near future. Effort was made to relate how difficult it is to make decisions about prioritizing the next steps in our parish's journey if we do not know where it is we are trying to go. (how do we know if we want to repair, replace, add or abandon certain needs on our property if we don't know what we want to use our property for). Memories were shared about St. Timothy's past efforts to create and follow a strategic plan and John noted that the materials from past attempts were still in his office if anyone would like to review them.

Discussion was held, reviewing the efforts last year's vestry went through to identify and interview consultants who may help St. Timothy's with a Strategic Plan. Last year's discussions ended in a clear favorite being selected, Ministry Architects, but no action being taken to engage their services due to concern around cost. There was a desire from our group to contact parish references from possible consultants, preferably of similar size to St. Timothy's, to quantify objective impact of having worked with a consulting firm.

Some concern was voiced around whether the vestry had asked for this group to do the work being discussed. In the Vestry's March meeting, discussion was held identifying obvious financial needs in the church's near future. Consensus was formed that a committee should be formed to begin the work of developing a Strategic Plan. John asked for those interested to please contact him. Barbour Strickland and Robert Shelton offered to help. Chuck Widney and John Porter-Acee met with Barbour and Robert to identify the types of experiences and skills that would be needed to complete an effective team. A list of volunteers to be invited was made and John made those calls prior to the April Vestry meeting. Those who had agreed to serve were announced in the April Vestry meeting and Steve Calendar asked to be added to the list of people invited to this meeting.

There was also discussion among the SPC about how a strategic plan for the church would be helpful if we were not able to find any volunteers who were willing to lead the work needed to move us forward. John volunteered to forward information about the consultants identified last year, to our group and has done so. (Included at the end)

Second reminder, our next meeting is set for May 7th at 6:00 pm in the Multipurpose building. Information provided about Consulting Firms discussed in 2024.

On May 9th, 2024, the Executive Committee had a zoom conversation with Sara Baily of Ministry Architects. The purpose of the conversation was to explore the services that Ministry Architects could offer to help guide St. Timothy's in a strategic planning process that would lead to a unified understanding of our mission and ministry over the next 3-5 years. Three (3) different levels of engagement were discussed that ranged in services over a four to thirteen month period with costs ranging from \$15,750 to \$31,160. A copy of all three proposals are attached for your review. As you read through the proposal pay close attention to the places you feel we could benefit, in contrast to the places that you feel we do not need support to achieve our goals.

The other companies that were considered were Auxano, Barna, Unstuck Group, Artistry Labs, Holy Cow and Malphurs Group and the following notes were taken in the conversations.

- The Malphus Group does not want to work with us so that is my full report on them.
- The Unstuck Group would like to work with us. Here is a summary and notes.

SUMMARY:

(John doesn't) think they are for us.

They do not have interactions with the parish. They work with a group of 8 to 12 leaders that they ask us to select based off who we think has the right mindset for the future. Their approach seems driven by data about our geographic location. They use this to determine the needs and then devise a plan for us to work toward those needs in a way that relates to the great commission of "growing our faith and bringing others to the faith".

They use one consultant who has 2 onsite visits over the first 3 months. The cost of those two visits is \$15,000. After that you can pay \$799 per month to have a zoom conversation and have "access to their team" if you have any questions. They said that we would be guided by the tools they provide for us in the planning process. They do not focus on long term goals but 90day goals to ensure that you achieve early success and to make sure the tasks are not so large that you have trouble recruiting people to help.

It felt a little more cookie cutter to me and that we were paying for their process which could almost be delivered in writing. The statement that we would be able to use their "tools" to help us forward reminded me that, in sharp contrast, Ministry Architects encourages their consultants to share all of their tools and work for local churches for free if they would like to. It made me feel like it was more of a business and less of a ministry.

OTHER NOTES about The Unstuck group:

Worked with Epis Dio DC since 2018 and 19. Bishop Budde is on the advisory board

No parish survey-only works with 8-12 leaders that we choose.

We pick the leaders we think "have the right mindset" and they work with the leaders.

The contract month by month to help after a ministry plan is created

2 on-site visits in first 90 days

1- Health assessment

- a. Where are we
- b. Where have we been
- c. Data and lifecycle analysis

Done with leadership group. Creates a common starting place for work ahead

- 2- What is our mission field? Who is in the community and what is God calling us to do in this community. Define success. Metrics, what are we doing and how do we prioritize our efforts

Create a dashboard which is a measurement tool to track the things we are doing to see if they are leading to the results we are looking for.

Develop 90-day action plan

Early success is important

Small bites and easier to get other people involved.

Zoom calls each month focused with (John) but can invite others. Suggested that budgeting might want to be with just me?

Helping (John) think through communication plans.

Anyone that buys the first 3 months gets a 1-year visit to adjust goals and strategy.

One consultant for whole time

30-60 day lead time before first visit. Right now, it would be 90 days.

Underlines that the rector is the primary communicator.

Reiterates “who are the RIGHT people to have in the room”

When asked “what is the ministry strategy?” He responded, “it is the whole thing.”

He has a next steps doc he can send. Feels it might not make sense.

No more than 3 focuses

“Sometimes it takes as much as a year to turn from what you have been doing”

Planning \$15k for 3 months

Month 4 and beyond \$799/mo. one call and “all access to the team” meaning calls, emails, additional calls, job descriptions.

History: 15 years old. Worked with 700 churches. Thinks they have the most experience (but I do not think that is true). Wide range of denominations and sizes.

Holy Cow Congregation Assessment Tool- Cost was \$450.00 is now \$470

<https://holycowconsulting.com/congregations/congregation-assessment-tool-cat/>

Episcopal Church Foundation Congregational Vitality Assessment Tool- Cost was \$0 is now \$35

<https://www.ecf.org/resources/cva>

Strategic Planning Committee

Meeting #2- May 7th, 6 pm

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

Absent: Megan Roberts

Discussion in our meeting centered around whether St. Timothy’s could execute a parish wide strategic planning process and follow through on the goals identified in the process, -or-Do we need to hire an external consultant to facilitate the process.

Discussion also included reviewing our current financial position and the impending need for a capital campaign.

In the end, the committee decided a good first step would be to try to develop a parish survey, and/or small group discussion questions that would form the foundation of an internal planning process. Members were asked to use any available resources and come to the next meeting with examples of how they would propose guiding the survey or the discussion groups.

Members were also notified that John Porter-Acee has the raw data from the last three attempts at strategic planning in his office if anyone would like to access the information.

The next meeting was set for Tuesday June 3 at 6pm in the Meeting Room.

**St. Timothy's Episcopal Church
Outreach Committee Minutes
April 7, 2025**

Present: Dennie Walker, Megan Roberts, John Porter-Acee

Absent: Marie Cooper, Debra Mascarenhas, Tiffany Turner, Katie Cruz, Paula Bowen

1. Committee organization- Reviewing the original goal to separate the work of the committee into specialized areas, it was decided that for now we will be best served by everyone sharing the responsibilities. We do still need someone to take on the role of Chair and Chair elect.
2. Celebrations
 - a. Can we draw attention to packing lunches?
 - i. *****JPA/MR** Ask for Sunday announcement the week before packing
 - ii. *****JPA/MR** Contact Martha Whitesides to get her data to celebrate the number of people
 - b. Other things that are good: Groups meeting here, Race Symposium, Inreach,
3. Ease of volunteering
 - a. Inreach- do they need more money? Dennie Walker to contact Marty Michaels and Kim Ness
 - b. CCC- How can we make this cheaper for people to volunteer?
 - c. *****JPA/MR** Bag lunches- announcement the week before and create paper signup to bring things/ deliver meals / and attend
4. Connecting with the community
 - a. Debra Mascarenhas is working with Pitt Partners for Health and Wellness.
 - b. Mother's Day something for Operation Sunshine
 - i. Would cookies work?
 - ii. *****Megan Roberts** to contact Venessa at Operation Sunshine and consider using outreach funds to purchase cookies from a local business.
5. More budgeting
 - a. Still unclear about all of JOY's monetary needs from us.
 - i. *****John Porter-Acee** to contact Tom Quigley at JOY to get a list of needs from Tom
 - ii. *****John Porter-Acee** Also to ask Tom Quigley if there is a good way to have a staff appreciation gift or event for JOY
 - b. *****Dennie Walker** to contact Marty Michaels and Kim Ness to discuss ways to invest in Inreach

***** and name** indicates an action item and responsible party(s)