

St. Timothy's Episcopal Church
Greenville, N.C.
Vestry Minutes
September 21, 2026

The Vestry of St. Timothy's Episcopal Church met on Monday, September 21, 2026, at 6:00 pm in the multi-purpose building.

Members Present: Bill Biddlecome, Patricia Dragon, Bert Kemp, Mary Moore, Wendy Proctor, Becky Suggs, Leslie Veach, Chuck Widney and Ben Williams

Member(s) Absent: Diane Hatfield, Amanze Ugoji

Others Present: The Rev. John Porter-Acee, Barbour Strickland, Treasurer, and Tommy Tucker, Clerk of the Vestry

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

Jubilee and Opening Prayer: The Rev. Porter-Acee spoke about the significance of Jubilee in the bible. The idea was to labor for seven (7) years (sabbatical year) times seven (7) years and on the 50th year all things would be restored to "wholeness". The rector introduced the concept of "Jubilee" in advance of St. Timothy's celebration of 50 years as a church. Prayer followed.

Consent Agenda: Two (2) items were considered for the consent agenda: 1) approval of the August minutes and 2) approval of funds for "Rise Against Hunger". *Ms. Proctor moved to approve the consent agenda. Ms. Veach seconded the motion that passed unanimously.*

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

- **Financial Report:** Mr. Strickland discussed the report. Operating revenue is over budget. Interest income and rentals have been strong. The absence of a formation staff member frees up money from this line item. *Mr. Williams moved to accept the financial report that was seconded by Ms. Moore and passed unanimously.* See Finance report.

Warden's Reports:

- **Senior Warden:**
 - **Rise Against Hunger:** Ms. Veach said that Megan Roberts will lead this event that will be scheduled next year. Sufficient outreach funds are available. She and Ms. Proctor have been discussing the future of the outreach initiatives at St. Timothy's. The Connect Church grant application is progressing. The grant asks for six (6) to ten parishioners to participate as a church team. A strong response has been received. Angela Mallette is the lead. A site visit is scheduled for October 13, 2026. A decision about grant acceptance is expected in November. If approved, the team will begin to fulfill the conditions on which the grant will be awarded. Hopefully, the \$10,000 grant will be approved in 2027. The senior warden provided additional information to include talking about outreach and church activities. She asked the vestry to help guide the process. She also said that the local food bank has reached out for possible support.

- **Junior Warden:** Mr. Biddlecome reported on the following:
 - **Fall Workday:** The workday has been scheduled for October 17, 2026.
 - **Lawn Care:** The junior warden met with Dan Andrews about lawn care for the church.
 - **Parking Lot Sealing:** The parking lots are in need to re-sealing and striping. Two (2) bids were received. Following discussion, *Mr. Biddlecome moved to approve Fulford and Jones to re-seal the parking lots at a cost of \$7,128 with the funds coming from capital repairs and improvements designated account. Mr. Kemp seconded the motion that passed unanimously.*

Rector: The Rev. Porter-Acee reported on the following:

- **50 Anniversary:** The rector led discussion about planning for St. Timothy's 50th year as a church that will occur at Epiphany, 2028. He distributed a list of possible considerations about the nature and scope of a celebration. The Bishop has been invited. Conversation followed.
- **Vestry Recruitment:** The Rev. Porter-Acee shared his ideas about a possible rotating system of responsibilities for vestry members to commit to focusing on a particular ministry during their three (3) year terms. He outlined a possible format to maximize the use of their individual interests and skill sets. He suggested having a meeting with perspective vestry members after church on Sunday, November 1, 2026, and asked the vestry to hopefully recruit parishioners to attend before the October vestry meeting.
- **Rector's Discretionary Fund:** There are many requests for financial and other types of help each month at the church. The rector's fund is available to try to meet as many requests as possible. He gave the vestry his thoughts on the decision-making process used to approve financial assistance. He feels it is important to make investments in those who appear to be serious about their own future, may be suffering from a temporary setback, and have demonstrated an ability to do as much as they can to provide for themselves.
- **Road Signage:** N.C. DOT has approached the church about the need to remove all signs that are on the road right of way. The Building and Grounds Committee is working on a plan for the removal.

The meeting ended at 7:20 pm after prayer. The next scheduled vestry meeting date is October 12, 2026, at 6:00 pm in the multi-purpose building.

Respectfully submitted:

Tommy Tucker

Clerk of the Vestry

Attachments:

(Due to formatting, scroll the entire document)

Building and Grounds September 2026 Report

Is there anything new or exciting that you would like the Vestry to know about?

The acoustic panels for the parish hall have been installed, the reduction in background noise has been noticed by everyone. The narthex and front of the chapel have been painted providing a clean look to the entrance. All is ready for the next step in the remodel.

Have you experienced any challenges that you are still trying to work through?

Challenges remain in setting the sanctuary thermostats. .

The current lawn care crew will trim the shrubbery on the campus the week of September 20.

We are still evaluating services and welcome recommendations for responsible service

The committee is investigating if we are under building code for wash water temperature. The on-demand water heater has been disconnected in the women's restroom until resolved.

Are there any resources that you would like or need to support your ministry?

Funds are needed to fill in cracks, sealcoat and stripe the asphalt parking lots totaling \$7,128. A comparable competing bid with AJ and son was \$12,150.

Is there anything else you would like us to know?

The fall campus cleanup will be held on October 17. A list of jobs which may be completed as time permits will be available October 3, all are welcome to participate in cleaning up our church home in advance of the Lobster Fair.

Community Garden September 2026 Report

Is there anything new or exciting that you would like the Vestry to know about?

The garden production has slowed however a regular supply of okra and peppers has supplied pickling, gumbo and Brunswick stew needs.

Have you experienced any challenges that you are still trying to work through?

The period of daylight has gotten shorter, limiting evening activities, competing opportunities on Saturdays reduces attendance.

Are there any resources that you would like or need to support your ministry?

None at this time.

Is there anything else you would like us to know?

Deer have enjoyed our garden all too well. They tore down the netting fence and ate all the leaves off the sweet potatoes. The fence is back in place and allowing the vines to recover.

Worship Committee

September 15, 2026

Vestry Liaisons: Becky Suggs and Ben Williams

Acolytes, Readers, Ushers: Susan Homes

No report.

Altar Guild: Mary Ava Johnson

No changes from altar guild.

Adult Choir/Music:

Brandon Woody

Date: September 8, 2026

Is there anything new or exciting that you would like the Vestry to know about?

There are several encouraging developments in the music ministry as we begin the fall term. The parish choir is returning to its regular rehearsal and worship schedule, and I am grateful for the continued commitment of our singers as we move into a full season of music-making. We are also preparing for the relaunch of the children's choir. Beginning October 4, children's choir rehearsals will be held on the first and third Sundays of the month after the 10:15 a.m. service. This will give our children and youth an opportunity to participate more fully in the worship life of the parish, with the immediate goal of preparing music for Christmas Lessons & Carols in December. Planning for Christmas Lessons & Carols is also underway. My hope is that this service will be a meaningful parish offering that brings together the parish choir, children's choir, worship ensemble, and other musicians in a way that celebrates the gifts of the congregation and helps prepare us for the Christmas season.

Have you experienced any challenges that you are still trying to work through?

As we begin the fall term, I am continuing to work through several practical challenges. Recruiting and encouraging more singers remains an ongoing priority for the parish choir, worship ensemble, and children's choir. I am also continuing the work of organizing the music library so that music can be located, prepared, and reused more efficiently. Another area I am working to balance is the relationship between the parish choir and the worship ensemble. Both groups bring important gifts to the worship life of St. Timothy's, and I want to support each group well while also looking for ways they can complement one another and invite broader participation.

Are there any resources that you would like or need to support your ministry?

The most helpful resources at this stage would be support with recruiting singers for all music ensembles, continued movement toward forming a music advisory group, and help communicating music opportunities to families and the wider parish. As the parish choir returns for the fall, the worship ensemble continues its role in worship, and the children's choir relaunches in October, clear and consistent communication will be important.

I would be grateful for help identifying parishioners who may be interested in singing, playing instruments, or encouraging children and youth to participate. A music advisory group would also provide helpful feedback, support planning, and serve as a sounding board as we continue developing the music ministry.

Is there anything else you would like us to know?

I am grateful for the encouragement and support the music ministry has received as we begin the fall term. There is a great deal to look forward to, especially with the parish choir returning, the worship ensemble continuing its leadership, the children's choir relaunching, and Christmas Lessons & Carols planning already underway.

Operation Sunshine (Sharyn Lennox)

- The beginning of school this year was different. Ms. Stokes sister, who had worked with her passed away the first week of school after a long battle with cancer. So, Sharyn Lennox pitched in the first couple of weeks to beef up the staff.
- The air conditioning system is not working properly even after an expensive service call and repair. 88 degrees in most spaces and 75 percent humidity. Just happy all the staff is in place now and the weather has cooled off!

- After going to the ECU sale of office equipment and not finding what I thought would work we're holding off on the file cabinet. May have a lead from a parishioner who is redoing their office later this year so we'll see how that works out.
- John P-A asked about possibly giving something to honor Veronica's sister Denise so John, Sharyn and Veronica are trying to think of something fitting for her. A bench for the playground or repairing and planting the two small planters. This is a work in progress.
- Currently have 21 girls enrolled and the year has calmed down a little. Our eleven faithful tutors began this week and it went well. We were able to work one-on-one with the younger girls.
- We only received a few grapes and some money for the fruit collection today. Most likely because we had the potluck too.

Birthday card ministry (Sharyn Lennox)

Sept. 15 Suzanne Shelton and I finished up the birthday cards through December 2026. Beginning January 2027 the ECW will begin sending the cards. ECW already pays for the stamps and we will be asking for cards from the congregation. Lots of folks receive cards from organizations but the cards don't get used so we'll be happy to take them. We haven't figured out all the logistics yet but feel that many hands make light work and ECW ladies is a good way to start. All women are a part of the ECW and it doesn't matter whether someone is able to attend meetings in order to participate. A note will be in the news blasts Megan sends out plus we'll ask to "advertise" one day during announcements before church. Only prerequisite would be the writing must be legible!

This ministry was started by Anna Faye Campbell who purchased cards and stamps, wrote notes in the cards, addressed the envelopes and even put \$5.00 bills in the cards for children! She was a tough act to follow but for years Suzie Shelton volunteered to send the cards which she makes from her creative mind and years of supplies. The future cards won't be as delightful and fancy but we feel this is an important ministry to continue.

At this point I don't think we will be asking for any money but we'll see as time goes by. Megan sends the parishioner list including birthdates and addresses for each month. Number of recipients ranges from 11 to 32 so in a busy month we may have two folks to send cards. We'll keep you posted on how things go.

Preschool Report September 2026

The preschool had a successful opening. Thank you to the Stricklands for printing and binding handbooks, and Joyce Whitman for providing cookies for the parent "Meet & Greet".

Our Tues/Thurs class is full, but the remaining classes have several openings. Last year a repair was done on the playground to cover sharp edges in several places. Someone (probably Scott Crippen) sprayed a rubber or plastic-like substance in the dangerous areas to cover them. It would be very helpful if someone would find out what Scott used and repeat the repair. It will likely need to be done annually as the substance eventually wears off. (Lowes liquid plastic was tried first and didn't work well.)

Respectfully submitted,
Leslie Bowman

Date : 09/21/2026
Time : 4:26:18 PM

St. Timothy's Episcopal Church
Revenues & Expenses -- Vestry Summary
Church General Fund
August 2026

Page : 1

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

Accounts	YTD Actual	YTD Budget	YTD Variance [Bud - Act]	YTD Actual (Last Year)	Annual Budget
Revenues					
Tithes and Offerings	\$252,518	\$230,469	(\$22,049)	\$241,878	\$329,000
Other Revenues	\$24,171	\$26,681	\$2,510	\$18,316	\$59,450
Total Revenues	<u>\$276,688</u>	<u>\$257,150</u>	<u>(\$19,538)</u>	<u>\$260,194</u>	<u>\$388,450</u>
Expenses					
Clergy & Staff Exp					
Rector	\$108,116	\$107,617	(\$499)	\$104,567	\$161,300
Parish Administrator	\$24,324	\$24,473	\$149	\$23,616	\$36,690
Organist & Choral Staff	\$9,547	\$11,003	\$1,457	\$8,600	\$16,771
Director: Christian Formation	\$9,201	\$14,923	\$5,721	\$14,515	\$22,384
Childcare	\$1,564	\$2,167	\$602	\$1,679	\$3,250
Total Clergy & Staff Exp	<u>\$152,919</u>	<u>\$160,582</u>	<u>\$7,663</u>	<u>\$153,338</u>	<u>\$243,145</u>
Buildings and Grounds					
Facilities and Maintenance Exp	\$35,523	\$39,622	\$4,099	\$33,449	\$67,960
Utilities	\$19,180	\$19,531	\$351	\$18,263	\$28,300
Total Buildings and Grounds	<u>\$54,704</u>	<u>\$59,153</u>	<u>\$4,449</u>	<u>\$51,713</u>	<u>\$96,260</u>
Programs & Worship					
Parish Life	\$555	\$520	(\$35)	\$239	\$800
Music	\$985	\$992	\$7	\$354	\$1,500
Christian Education	\$321	\$1,008	\$687	\$1,066	\$1,520
Youth Ministry	\$939	\$1,650	\$711	\$1,202	\$2,600
Worship Ministry	\$467	\$496	\$29	\$352	\$750
Total Programs & Worship	<u>\$3,267</u>	<u>\$4,666</u>	<u>\$1,399</u>	<u>\$3,212</u>	<u>\$7,170</u>
Administrative Expenses					
General Office Exp	\$9,501	\$9,872	\$371	\$8,201	\$15,875
Other Expenses	\$10,577	\$10,580	\$3	\$10,553	\$16,000
Total Administrative Expenses	<u>\$20,078</u>	<u>\$20,452</u>	<u>\$374</u>	<u>\$18,755</u>	<u>\$31,875</u>
Outreach	\$3,797	\$6,363	\$2,566	\$1,904	\$10,000
Total Expenses	<u>\$234,764</u>	<u>\$251,216</u>	<u>\$16,451</u>	<u>\$228,922</u>	<u>\$388,450</u>
Net (Rev - Exp)	\$41,924	\$5,934	(\$35,990)	\$31,272	\$0

MONTHLY FINANCIAL REPORT — AUGUST						
Key Takeaways	● CHURCH- Surplus of \$35,989. Formation staff expense could be under budget \$13,183 for the year. ● PRESCHOOL- This year is off to a good start - hopefully more kids will sign-up before year-end.					
ASSETS	As of August 31, 2026		Breakdown of Asset \$			
	Southern Bank Checking	42,528		Committed Funds	17,295	SG&M, Outreach, Rect Fnds
	Schwab Account	206,805		Groups & Guilds	12,405	Brdhod, AltairFlr, EYC, ECW
	State Street - FF General	25,343		Cap Rep & Imprv	25,208	Capital Repairs&Improvrmts
	State Street - FF Permanent	19,684		Reserve Fund	115,311	Savings
	Other Assets	73		Other	124,214	other accounts
	TOTAL ASSETS	294,433		Total	294,433	
Revenues and Expenses through August 31, 2026			(financial year runs January-December)			
		Month of	YTD	YTD	YTD	Annual
REVENUES		AUGUST	Actual	Budget	Actual - Budget	Budget
308,000	Plate & Non-Pledge Giving	2,304	15,745	18,417	(2,672)	37,000
	Pledge Payments	22,963	236,773	212,052	24,721	292,000
	Other Fundraising	4	2,214	2,664	(450)	4,000
	Supplemental Revenue	0	0	11,064	(11,064)	16,600
	Lobster Fair	0	0	0	0	20,000
	Other Revenue	2,046	21,956	12,953	9,003	18,850
	TOTAL REVENUES	27,317	276,688	257,150	19,538	388,450
EXPENSES						
	Clergy and Staff	17,436	152,919	160,582	(7,663)	243,145
	Buildings and Grounds	5,070	54,704	59,153	(4,449)	96,260
	Programs and Worship	424	3,267	4,666	(1,399)	7,170
	Administrative Expenses	2,083	20,078	20,452	(374)	31,875
	Outreach	324	3,797	6,363	(2,566)	10,000
	TOTAL EXPENSES	25,337	234,765	251,216	(16,451)	388,450
NET SURPLUS (DEFICIT)		1,980	41,923	5,934	35,989	0
PRESCHOOL						
ASSETS	As of August 31, 2026					
	Southern Bank Checking	25,755				
	Other	21				
	TOTAL ASSETS	25,776				
Revenues and Expenses through August 31, 2026			(financial year runs July-June)			
		Month of	YTD	YTD	YTD	Annual
REVENUES		AUGUST	Actual	Budget	Actual - Budget	Budget
	Tuition	8,700	8,700	6,469	2,231	80,000
	Summer Camp	790	2,190	4,275	(2,085)	5,700
	Other Revenue	2,944	3,000	3,306	(306)	10,650
	Total Revenues	12,434	13,890	14,050	(160)	96,350
EXPENSES						
	Total Expenses	4,839	4,998	6,884	(1,886)	108,934
	Registration fees paid prior to July	0	6,125	6,125	0	6,125
NET SURPLUS (DEFICIT)		7,595	15,017	13,291	1,726	(6,459)

Date : 09/17/2026
Time : 10:31:22 AM

St. Timothy's Episcopal Church
Balance Sheet Report--Church
August 2026

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

Accounts

Assets		
Current Assets		
1-11002 - Church Checking (SouthernBank)	\$42,527.78	
1-11202 - Schwab--Brokerage Account	<u>\$206,804.72</u>	
Total Current Assets		\$249,332.50
Endowments		
1-11204 - Faith Fund Endowment: General	\$25,343.51	
1-11205 - Faith Fund Endowment: Permanent	<u>\$19,684.23</u>	
Total Endowments		\$45,027.74
Receivables or Contingencies		
1-11150 - *Sales Tax NC Refundable	<u>\$72.70</u>	
Total Receivables or Contingencies		\$72.70
Total Assets		<u>\$294,432.94</u>
Liabilities, Equity Accounts, & Restricted Funds		
Liabilities		
Equity Accounts		
1-22999 - General Fund Principal [Equity]	\$13,385.40	
Net Cash Flow [YTD Rev - Exp]	<u>\$41,923.85</u>	
Total Equity Accounts and Net Cash Flow [YTD Rev - Exp]		\$55,309.25
Restricted Funds		
Total Non-Operating (Desig) Accts	<u>\$239,123.69</u>	
Total Restricted Funds		\$239,123.69
Total Liabilities, Equity Accounts, & Restricted Funds		<u>\$294,432.94</u>

Date : 09/21/2026
Time : 4:26:18 PM

St. Timothy's Episcopal Church
Revenues & Expenses -- Vestry Summary
Church General Fund
August 2026

Page : 1

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Total Administrative Expenses	<u>\$20,078</u>	<u>\$20,452</u>	<u>\$374</u>	<u>\$18,755</u>	<u>\$31,875</u>
Outreach	\$3,797	\$6,363	\$2,566	\$1,904	\$10,000
Total Expenses	<u>\$234,764</u>	<u>\$251,216</u>	<u>\$16,451</u>	<u>\$228,922</u>	<u>\$388,450</u>
Net (Rev - Exp)	\$41,924	\$5,934	(\$35,990)	\$31,272	\$0

Date : 09/17/2026
Time : 10:28:41 AM

**St. Timothy's Episcopal Preschool
Preschool Revenue & Expense Report
August 2026**

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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
Preschool Revenue Accounts					
2-45001 - Tuition	\$8,700	\$8,700	\$6,469	\$2,231	\$80,000
2-45003 - Material Fees	\$845	\$901	\$1,500	(\$599)	\$3,000
2-45004 - Fundraising & Misc Inco	\$144	\$144	\$579	(\$435)	\$3,500
2-45005 - Delinquency Fees (NSF,	\$0	\$0	\$0	\$0	\$150
2-45008 - Registrations Fees	\$1,955	\$1,955	\$1,227	\$728	\$4,000
2-45009 - Summer Camp this year	\$790	\$2,190	\$4,275	(\$2,085)	\$5,700
Total Preschool Revenue Accounts	\$12,434	\$13,890	\$14,050	(\$160)	\$96,350
Expenses					
Preschool Staff Expenses					
2-55101 - Director Salary	\$2,500	\$2,500	\$2,500	\$0	\$15,504
2-55102 - Head Teacher Salaries	\$1,500	\$1,500	\$1,500	\$0	\$46,210
2-55103 - Assistant Teacher Salari	\$0	\$0	\$0	\$0	\$32,060
2-55104 - Substitutes	\$0	\$0	\$250	\$250	\$1,500
2-55109 - FICA / Medicare Withhol	\$306	\$306	\$529	\$223	\$7,300
2-55111 - Background Checks	\$0	\$0	\$25	\$25	\$150
Total Preschool Staff Expenses	\$4,306	\$4,306	\$4,804	\$498	\$102,724
Classroom Expenses					
2-55202 - 2s Class Exp	\$0	\$0	\$112	\$112	\$675
2-55203 - 3 yr Classroom Exp	\$0	\$0	\$125	\$125	\$750
2-55204 - 4 yr Classroom Exp	\$0	\$0	\$135	\$135	\$810
2-55206 - Educational Materials	\$0	\$0	\$67	\$67	\$400
2-55207 - Tots Classroom Exp	\$0	\$0	\$33	\$33	\$200
2-55208 - Summer Camp Expense	\$5	\$109	\$233	\$124	\$300
Total Classroom Expenses	\$5	\$109	\$706	\$597	\$3,135
Other Preschool Expenses					
2-55304 - Advertising and Postage	\$0	\$55	\$75	\$20	\$75
2-55305 - Luncheons, Food & Gifts	\$0	\$0	\$0	\$0	\$350
2-55306 - Professional Dev & Mem	\$0	\$0	\$644	\$644	\$800
2-55307 - Office & Building Supplie	\$0	\$0	\$67	\$67	\$400
2-55308 - Playground Maintenance	\$528	\$528	\$572	\$45	\$700
2-55310 - Fundraising Supplies	\$0	\$0	\$0	\$0	\$650
2-55311 - Bank Fees	\$0	\$0	\$17	\$17	\$100
Total Other Preschool Expenses	\$528	\$583	\$1,374	\$791	\$3,075
Total Expenses	\$4,839	\$4,998	\$6,884	\$1,887	\$108,934
Operating Net Subtotal	\$7,596	\$8,893	\$7,166	\$1,727	(\$12,584)
Other Revenues					
2-45006 - Registration Fees from la	\$0	\$6,125	\$6,125	\$0	\$6,125
Total Other Revenues	\$0	\$6,125	\$6,125	\$0	\$6,125
Total Program Net	\$7,596	\$15,018	\$13,291	\$1,727	(\$6,459)

Date : 09/17/2026
Time : 10:29:39 AM

St. Timothy's Episcopal Preschool
Preschool Balance Sheet Report
August 2026

Page : 1

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

Accounts

Preschool Assets		
2-15102 - Preschool Checking (Southern Bank)	\$25,755.16	
Receivables or Contingencies		
2-11150 - *Sales Tax NC (Preschool)	\$21.09	
Total Receivables or Contingencies		\$21.09
Total Preschool Assets		\$25,776.25
Preschool Liabilities, Fund Principal, & Restricted Funds		
Preschool Liabilities		
Fund Principal		
2-25999 - Fund Principal [Net Equity]	\$8,723.13	
Net Cash Flow [YTD Rev-Exp]	\$15,017.59	
Total Fund Principal and Net Cash Flow [YTD Rev-Exp]		\$23,740.72
Restricted Funds		
Total Temporary Restricted	\$2,035.53	
Total Restricted Funds		\$2,035.53
Total Preschool Liabilities, Fund Principal, & Restricted Funds		\$25,776.25