

Episcopal Church of the Epiphany

Vestry Minutes

November 16, 2025

In Attendance:

Vestry - Sally Walker, Judy Jarady, Andrea Strahan, Carol Bartlett, Cristin Davis, Jordan Moody, Kathy Corcoran, Cody Chaffins, & Jacob Geiger
Clergy - Amy Dills-Wright
Ex officio - Kaylie Gibbs, Randy Shearin, & Sherry Wallace
Absent: Matthew May, Kay Lee, & Tracey Laird

Meditation:

Carol led a meditation on the relationship between God and the earth and how that affects us.

Consent Agenda:

Approval of the October 19, 2025, Vestry minutes was included as part of the consent agenda. There were no gifts over \$100 to include. Jordan motioned to approve, Judy seconded, and all voted in favor.

Rector's Report:

Amy noted that she and Sally are still accepting nominations for next year's vestry class. In order to serve, one has to be a confirmed, pledging member. Amy also asked for everyone to be thinking of nominations for the Endowment Board. She'll ask for them next month.

New Business:

Budget Process Review

Randy reviewed the process for setting the budget. We'll get a progress report next month.

Financial Procedures Manual Update Review

Jacob discussed the changes made to the Financial Procedures Manual. He then motioned to accept the manual as amended. Cristin seconded, and all voted to approve.

Harvey Fund Recommendations

ECW had \$22,480 to distribute from the Harvey Fund this year. They received seven applications and were able to fund them all. Jacob motioned that the vestry endorse the funding recommendations of the ECW. Carol seconded, and all voted to approve.

Stewardship Update and Calls to be Made

We are moving toward our stewardship campaign goal. Amy is reviewing the list of those who haven't pledged yet but who pledged in the past. After this review, Sally will send vestry members a list of phone calls to be made to those parishioners whose current pledges are not in yet.

Gateway

Epiphany has been working with this shelter for years. We were going to Gateway's Evolution Center located near GA Tech. However, that one closed, and they're moving to a downtown location. We will take gift bags to the new shelter in December.

Old Business:

Building and Grounds

Amy reported the following:

- The new hot water heater is installed.
- A contractor has been chosen to install the flooring in the parish hall and the funding has been approved for the excess over a parishioner donation. The tile for the kitchen has been approved, but we need a contractor. Liefy Smith is looking for a contractor.
- The solar panels are installed and testing is being done.
- The kitchen HVAC thermostat is not working, resulting in a condensation leak in the kitchen. United Maintenance submitted a bid for \$6,500 for mini split board replacements to repair the problem. Carol motioned that we accept this bid to repair the kitchen HVAC system now, with funding from our capital reserve. Judy seconded, and all voted in favor.
- The nave lights above the altar have been flickering. Our electrician contractor would have to build scaffolding to work on them. We want them to change the fixtures to LED, as the LED bulbs burn cooler and last longer. We have a quote from Bray Electrical for \$2,185.21 to do this work. Jordan motioned that we accept the proposal. Carol seconded, and all voted in favor.
- Julie had reported that there were leaks in the music suite. The source of the leaks was identified as the nursery HVAC vent. To repair this, it was recommended that we move the duct to run outside instead of through the attic. More information is to come on this, and no votes were taken.

Preparedness wrap-up

We had an usher meeting to discuss the preparedness manual with the ushers. In an emergency during a service, the VPOD will be in charge. Putting emergency contacts for parishioners into Realm is ongoing.

Ministry Report

Cristin shared the mid-year ministry report for Membership and Newcomers. She focused on what is going well, what may no longer be needed, where are growth opportunities, and what resources and support may be needed to continue their work.

Attendees gave a brief report about Annual Council.

The meeting ended with Midday Prayer.

On October 23, Matthew motioned via email to accept Epiphany's 2024 financial audit performed by James P. Jordan CPA, LLC. Sally seconded the motion. There were 11 votes in favor and none opposed, and the motion passed.

On November 9, Sally motioned that \$3,553.80 be used from the Art Ministry funds to cover the cost of the parish hall flooring in excess of that funded by a specific donation. Matthew seconded. There were 10 votes in favor and none against, and the motion passed.

Respectfully submitted,
Sherry Wallace
Clerk of the Vestry

MISSION STATEMENT

The Episcopal Church of the Epiphany is an inclusive community called to seek and follow Jesus Christ. We welcome all people in the Eucharistic fellowship of Christ's Body. We receive strength and encouragement at the common table to carry out Christ's work of reconciliation in our broken world. Nourished by worship and witness, learning and teaching, fellowship and service, we strive to live out the Gospel's radical values with gladness of heart.

PARISH CORE VALUES

Faith in God. Our belief in a loving God is foundational to our faith. Faith brings us together for worship and sends us out in the world. We recognize everyone's faith journey as unique – wherever you are on your journey, there is a place for you here.

Love in Action. We are called to engage with the wider community through the life and teachings of Jesus. Together, we work toward environmental, racial, gender, LGBTQ+ and economic justice and equity.

Transformative Relationships. Through God's grace, we seek to embody God's love in our care for each other.

Intentional Welcome. We are an inclusive community that strives to seek and serve Christ in all people. We believe God loves you – no exceptions.

PARISH PRIORITIES

- 1) Make necessary changes to attract families with children and youth to our church
 - 2) Develop and implement a comprehensive strategy to reach new people and incorporate them into the life of the church.
 - 3) Work toward environmental, racial, gender, LGBTQ+ and economic justice and equity.
 - 4) Develop ministries that work toward healing those broken by life circumstances and those living on the margins of society.
 - 5) Create more opportunities for people to form meaningful relationships (for example, small groups, nurtured friendships, shared meals, etc.).
-
-

Vestry Reports – November 2025

Adult Formation — Carol Bartlett

Epiphanyite Jacob Barber leading a new three-session series examining how Christian faith shapes our commitment to immigrant justice. Using Karen González's *Beyond Welcome* as a guiding text, this series will connect familiar biblical narratives with the lived experiences of immigrants today. Participants will consider how God calls us to live out the values of hospitality, solidarity, and empowerment in our communities.

During Advent, Amy and Carmie will continue their ongoing series, *Staying Centered Through Spiritual Practice*, offering two additional sessions that invite reflection and renewal in the midst of the season's busyness. Also in Advent, Ann Fowler will lead a special formation session on artistic representations of the Black Magi, exploring how these images expand our understanding of the Nativity and its meaning for the global church.

Building and Grounds — Matthew May

Updates to follow.

Children + Youth Formation — Jordan Moody & Cody Chaffins

November for our children and youth ministries has been a month focused on service!

Formation continues with the steady numbers we have had all semester: 5-7 children in children's chapel, 8-10 children for Godly Play through 2nd grade, 1-2 children for 3rd - 5th grade, and 5-7 youth in both youth formation and youth group.

At this week's family Eucharist, our children's choirs sang and the children packed 100 hygiene kits with personalized cards for the Freeze Shelter at Saint John's.

Last week, our youth and parents attended Church of the Common. Youth served coffee and lemonade, served as readers, and helped distribute lunches after the service. We have also launched our Walk in Love Shoe Drive which runs now through December 7.

Looking ahead, sign ups have begun for this year's Epiphany pageant, which takes place on Tuesday, January 6, at 6:00 p.m. This is an intergenerational event, and folks of all ages are invited to sign up.

Vacation Bible School dates have been set for joint "One Day, Fun Day" events with Holy Trinity Parish and Saint Luke's Episcopal Church. These events will include a morning of learning through play, followed by an afternoon family oriented service project and Family Eucharist. The dates for VBS are Saturday June 27, July 11, and July 25. Registration opens December 1.

We are excited for the months ahead and look forward to all that God is doing in the lives of our children and youth.

Community Engagement Partnerships — Kathy Corcoran & Tracey Laird

On October 27th, Rev. Carmie McDonald, Kathy Corcoran, and Tracey Laird met to discuss the community engagement budget. They brainstormed ways to engage and communicate within the committees and the greater parish community. We talked about the roles of the vestry liaisons and discussed ways to “lift up” different groups. Tracey will interview Sally Walker about the Gateway Meal and Christmas bags. She will write an article about the ministry for the November Community Engagement Letter.

On Nov 11, 2025, leaders from the Community Engagement Group met to give ministry updates.

Art Ministry

- The Art Ministry links Epiphany to different parishes and to the community. They will continue to incorporate the parish’s core values into hosted artists. Upcoming displays will include a children’s show in April.

Feeding Ministry

- **The Gateway Food Ministry** is facing some changes and challenges. The Evolution Center that we have been providing sit-down hot meals is being merged with the larger Gateway Center that has 400 beds. Meals would be served in to-go boxes and concerns about the loss of interaction and “the first come-first serve” were discussed. The November and December Meals will be made and delivered as usual. Other options of serving will be researched and discussed for the 2026 year. Possible partnerships with DEAM, Holy Comforter, and the Freeze Shelter will be discussed.
- **Holy Comforter**- The Parish has a new priest. There is a new director at the Friendship Center. Epiphany’s turn to provide a meal will be in February.
- **Social Justice Action Group**
The newly formed group exists for two main purposes: a) to coordinate interested church members to attend events identified as resonant with the church’s mission and core values; and b) to share information about other events and resources related to social and political action or advocacy in the local area. The group is connecting through RealmConnect. Members have participated in Get Out the Vote events, The Shine the Light on Democracy, and other events. Interest in the group is high and there seems to be a greater attendance in related adult formation events as a result.

Core Values – Kay Lee

No updates at this time.

Endowment — Jacob Geiger

Endowment

The Enduring Light Endowment has, for now at least, exceeded \$200,000 thanks to market returns. The initial draw for next year will be somewhere in the neighborhood of \$2800-\$3000 depending on the fund's value on December 31.

Finance — Andrea Strahan

October 2025 Finance Report*

| October 2025 | Budget | Actual |
|--------------|-------------|---------------|
| Income | \$68,323.16 | \$51,850.43 |
| Expenses | \$68,235.64 | \$67,959.53 |
| Net | \$87.52 | (\$16,109.10) |

****The October finance report should be reviewed in the context that things are constantly changing as parishioners fulfill 2025 pledges in the fourth quarter. During the November finance committee meeting, Amy shared that a pledge had been just paid which addresses the shortfall shown in the October financial reports.***

October operating results showed a month-to-date deficit of \$16,109 (bringing the year-to-date YTD deficit to \$7,319). Overall, the deficit was due to a shortfall in pledge giving, which may be addressed quickly as 2025 pledges are paid at the end of the year. Pledge giving YTD is almost exactly the same as YTD in October 2024. 2025 YTD total revenues were \$665,603 (compared with 2024 YTD total revenues of \$650,569). Most October expenses were in line with the budget (though there were some exceptions such as the 2024 audit fee of \$7,696).

Two notes on the financial reports: 1) Susie charges account 7850 Capital Expenditures \$3,887 to increase the account 8200 Capital Expenditures Fund (total charged YTD = \$38,867). This expense did not exist in 2024. 2) In October and going forward, Susie will reduce the mortgage liability by the principal payment in the financial reports in response to comments from the audit.

Designated donations: None in October.

Membership + Newcomers — Cristin Davis

No updates at this time.

Parish Life & Pastoral Care — Judy Jarady

No updates at this time.

Stewardship — Jacob Geiger

As of Monday, November 10 we have 131 pledges for 2026 totaling just over \$663,000. The ingathering gathering reception on November 2 was a great celebration and wonderfully organized by Pam Tipton and other members of the stewardship committee. Last year we had 154 pledges, so several more are still likely to come in, but we may fall short of the budgeted pledge goal of \$760,000. During the vestry meeting we will likely discuss who we may need to contact about pledges so that we can have as much information as possible to finalize the budget next month.