

# **Episcopal Church of the Epiphany**

## **Vestry Minutes**

### **June 22, 2025**

#### **In Attendance:**

Vestry - Sally Walker, Matthew May, Judy Jarady, Carol Bartlett, Cristin Davis, Jordan Moody, Kay Lee, Jacob Geiger, Kathy Corcoran, Cody Chaffins, and Tracey Laird;

Via Zoom: Andrea Strahan

Clergy - Amy Dills-Wright

Ex officio - Kaylie Gibbs, Randy Shearin, & Sherry Wallace

#### **Meditation:**

Kathy opened with a meditation including excerpts from “A New Day’s Lyric” by Amanda Gorman and “A Karakia Before a Meeting” from the New Zealand Book of Common Prayer.

#### **Consent Agenda:**

Approval of the May 18, 2025, Vestry minutes was included as part of the consent agenda.

There were no gifts over \$100 to include. Carol motioned to approve, Kathy seconded, and all voted to accept.

#### **Rector’s Report:**

Amy thanked everyone for their help during her absence following her surgery. People assisted her at home and also took care of church matters.

She led a discussion on the document “Guidance for Congregations: What to do if Immigration and Customs Enforcement come to your church or school” which had been forwarded to the Vestry. She noted that the Bishop has approved this document. Kay suggested that we may consider adding the “What to do” information as an attachment to our preparedness manual.

#### **New Business:**

##### *Funding the Mission and Ministry of the Diocese:*

Randy stated that the diocesan contribution for 2026 has been determined. The required contribution is 10% of the average revenue of the past three full years. This amount for 2026 is \$72,535. There is an option to increase the parish contribution. Matthew moved that we approve funding the 10%, Jordan seconded, and all voted to approve.

##### *Epiphany Financial Overview:*

Jacob led a discussion on Epiphany’s financial overview and operational endowment. He reviewed existing endowments and our current procedure for setting aside money monthly for a capital reserve. As we have additional funds due to an IRS tax credit refund as well as surpluses from the 2023 and 2024 budget, there is a goal to build an endowment for operating support. Jacob presented a resolution for establishing a new endowment fund for these and future excess funds. The Vestry discussed the importance of striking a balance, though, when we have future surpluses or windfalls, between supporting immediate needs in our surrounding community and continuing to grow the new operating endowment. Jacob motioned that we approve the resolution to establish a new endowment with the name Enduring Light Operating Endowment Fund. Matthew seconded, and all voted to approve. The initial transfer to the Endowment will be \$160,000, drawn from the IRS tax credits refund and our budget surpluses, as recommended by the Finance Committee.

**Old Business:**

*Epiphany Preparedness Update:*

Sally said the volunteer medical personnel chart to be placed in the usher closet is almost done. There is a blood pressure monitor in the closet. The CPR class has been set up and is now full. Overflow names are being taken for a future class.

The Vestry retreat is August 17 at the Gateway Center in downtown Atlanta. Cristin and Andrea are providing lunch.

We may not need a meeting in July. Sally will send a note to confirm later.

The meeting ended with Midday Prayer.

On May 22, Sally made a motion via email to accept the revised solar panel contract #2025-ECE-01 with Alternative Energy Southeast. Jacob seconded. All twelve Vestry members voted in favor, and the motion passed.

Respectfully submitted,  
Sherry Wallace  
Clerk of the Vestry

## Vestry Reports

### Adult Formation — Carol Bartlett

No updates at this time.

### Building and Grounds — Matthew May

No updates at this time.

### Children + Youth Formation — Jordan Moody & Cody Chaffins

June kicked off with our rescheduled Intergenerational Field Day, an event that brought together participants of all ages—approximately 15 children, youth, and adults participated. Charlie Slater served as our announcer, and several young adults stepped up as team captains.

Our youth group met the first Sunday of June for a game night with Carmie’s dog, Ramsey, making a guest appearance. We were joined by youth from Holy Trinity. Our youth group also partnered with Epiphany’s Feeding Ministries team ministries team this past Friday (June 13th) to offer a meal at gateway. We served approximately 40 meals and 26 to-go plates. Our next youth event will be dinner in July.

Vacation Bible School has been a tremendous success, drawing nearly 40 children (K–5th grade) as participants and 20 youth (6th–12th grade) as counselors. We partnered with four other churches—Holy Trinity, St. Bartholomew’s, St. Luke’s, and St. Martin’s—and were thrilled by the energy and turnout. The Diocese has also reached out to learn more about our collaborative model, with hopes of sharing it as a resource for other parishes.

Looking ahead, plans are underway for our summer youth pilgrimage in partnership with Holy Trinity, scheduled for the end of July. And, we have begun preparing for the launch of our fall formation programs. I am so excited for what is to come!

### Community Engagement Partnerships — Kathy Corcoran & Tracey Laird

No updates at this time.

### Core Values – Kay Lee

No updates at this time.

### Endowment — Jacob Geiger

New Operating Endowment on Vestry Meeting Agenda.

### Finance — Andrea Strahan

#### May 2025 Finance Report

<b>May 2025</b>	<b>Budget</b>	<b>Actual</b>
Income	\$68,323.16	\$49,372.74
Expenses	\$68,235.64	\$63,469.30
Net	\$87.52	(\$14,096.56)

May 2025 month-to-date (MTD) operating results showed a deficit of \$14,096.56, bringing the 2025 year-to-date (YTD) surplus to \$76,963. While this was not a great month, the May 2024 YTD surplus was \$38,765, so we're still in good shape.

The main reason for the MTD deficit was a shortfall in pledge giving for the month: \$39,741 vs a budgeted amount of \$61,494. YTD pledge giving in 2025 has been \$351,142 vs a budgeted amount of \$307,470, an overage of \$53,672. A number of parishioners have met their 2025 pledges (\$127K in total). In May 2024, YTD pledge giving was \$306,202.

Path to Solar donations were at \$32,001 as of 5/31.

MTD total expenses were \$62,469 (versus a budgeted amount of \$68,236). YTD total expenses were \$335,398 (versus a budgeted \$341,179). May 2024 YTD total expenses are \$307,489. The 2025 increase in expenses over 2024 was anticipated and budgeted for.

Designated donations: None in May.

#### Membership + Newcomers — Cristin Davis

No updates at this time

#### Parish Life & Pastoral Care — Judy Jarady

No updates at this time.

#### Stewardship — Jacob Geiger

No updates at this time.