

# **Episcopal Church of the Epiphany**

## **Vestry Minutes**

### **March 16, 2025**

#### **In Attendance:**

Vestry - Sally Walker, Andrea Strahan, Matthew May, Judy Jarady, Carol Bartlett, Jordan Moody, Kay Lee, Jacob Geiger, and Kathy Corcoran

Clergy - Amy Dills-Wright

Ex officio - Sherry Wallace

Visitor: April Maa

Absent: Cristin Davis, Cody Chaffins, Kaylie Gibbs, and Randy Shearin

#### **Meditation:**

Jacob led us in a meditation on Matthew 6.

#### **Introduction Of Kay Lee:**

Kathy motioned to accept Kay Lee to fill the vacancy in the Class of 2027. Matthew seconded and all voted to approve.

#### **Consent Agenda:**

Approval of the February 2025 Vestry Retreat minutes was included as part of the consent agenda. Matthew motioned to approve; Sally seconded and all voted in favor.

#### **Preparedness Manual:**

April Maa presented the draft of the Preparedness Manual. The vestry discussed the manual, training, and related issues.

#### **Rector's Report:**

Amy said that there will be a Lenten quiet day on the afternoon of Sunday, April 6, led by Lynnsay Buehler.

There has been a good response to the first parish solar panel discussion.

The parish picnic will be on May 18.

#### **New Business:**

Parochial Report: Matthew moved and Judy seconded that we approve Section 1 as completed. All voted to approve. Sally requested that vestry members answer the questions on the online survey in Section 2 by the end of the day. The vestry broke into groups to discuss the questions in Section 3 regarding congregational vitality.

Solar Pledge Cards - We're applying for a grant to assist with the purchase of solar panels. One question on the application relates to how much the parish has already committed. Vestry members submitted their solar pledge cards to be included in the commitment total.

Sally reminded the vestry to submit their Vestry Retreat evaluations and sign up to provide meals at vestry meetings. She also discussed VPOD preparation of Sunday coffee, including a reminder to make sure VPOD turns off the burners.

The meeting ended with Midday Prayer.

Respectfully submitted,  
Sherry Wallace  
Clerk of the Vestry

# Vestry Reports

## Adult Formation — Carol Bartlett

This weekend we'll be halfway through our excellent Sunday morning series "Seeking Shalom." Seeking Shalom has been received extremely well and is one of our best offerings yet. Alongside Seeking Shalom on Sunday mornings, we began a second option led by Cristin and Jeremy Davis geared to issues relevant to families and childrearing. This week Amy began another Thursday morning contemplate book study featuring "The Great Search." During Lent this year we again offered the parish the Lenten study guide prepared by Living Compass; the reflections in this series frequently feature writers from the broader Episcopal church and elsewhere. We're already in discussion about Fall formation offerings!

## Building and Grounds — Matthew May

### These are actively in progress:

- 1) **Solar Roof** - Committee active and planning
- 2) **Water Issues** - Choir Room There was water leaking from one of the light fixtures in the choir room. This appears to be from a leak in the sprinkler system. Technicians came out.
- 3) **Tree Issues** - Tree in Little Forest area (have two bids)
- 4) **Gas Stove** - Reviewing gas shutoff for gas stove
- 5) **Church Work Day** Clean the church for Easter work day April 12, 2025

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### These are tentatively scheduled for later in the year:

**Outside Youth Room** Youth have proposed mural.

**Courtyard Lighting** One of the light strands fell. Waiting on a plan and prioritization.

**Parking Spaces** Expand gravel pad, as possible by mailbox on in back corner of parking lot

### These are not actively in progress or are waiting on a volunteer:

**Washer and Dryer** This may be an ask for the congregation. The current washer and dryer is 20+ years old - maybe it is time to ask for new hand me downs?

**Kitchen Sink Issue** There appears to be an occasional leak when draining multiple sinks likely associated with a drain clogged somewhere. Need to redesign the drainage – potential plumber issue.

**Water Heater and Repairs** The water heater in the Tables and Chairs room has a little condensate drain. It was never run all the way to the floor drain. We need to cut a path along the

copper pipe to the floor drain and extend the plastic drain tube to it. When replacing in future tankless appears to be most cost effective.

**Lighting by Outdoor Keypad** Need to assess needs and options for night time lighting.

**New Outdoor Building** New outdoor building needed for tools - assessing locations.

**Hide the Garbage** Assessing structures to hide the dumpster.

**Known issues waiting on prioritization or budget (probably not a volunteer job):**

**AC Off** 1 of 4 HVAC systems for the Parish Hall is currently not running. Waiting on a gas valve.

**Another Door Issue** Door to the Parish Hall from the courtyard is in disrepair - still functions and locks - tbd on next steps.

**Yet Another Door Issue** Door to the playground is in disrepair - sign posted with instructions - tbd on next steps.

**WORK DAY - ITEMS (still pending)**

I'd like to ask if you could install a hook in the mechanical closet off the narthex so we can hang the fire pit when it is in its case. It's brick in there - maybe on the wall above.

There are wall wipes in Amy's office that we'd like to be used on the 2nd floor outside of the music suite first to see if it can get the scuffs and marks off the wall, then if it actually works the classroom hallway up there.

**Recurring Indoor Needs**

Cleaning the interior windows and window sills on all three floors.

Clean dryer lint from attic duct work.

The seams in the church floor always collect debris and dead bugs. Screwdrivers are used to loosen the debris up then vacuumed up.

The floors and cushions and sometimes even the pews often get candle wax on them - someone could scan for that and try to get it up.

Replenishing the Epiphany pens in the pews - pens live in the usher closet.

**Recurring Outdoor Needs**

Clearing exterior windows of cobwebs

Fertilize blueberries

Freshen up mulched areas

Clean external cobwebs from windows and exterior of building

Clean the gutters

## **Off the list/projects completed rated High priority:**

**Stucco Damage** The stucco on the side of one of the dormers facing the courtyard has been repaired.

**Power Issue** Power restored in Doughnut den.

**Choir Leak - Part 1** Roof patching stage 1 and 2 completed.

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

The annual Shrove Tuesday traditions were a success this year. The event was well attended, with over 100 people present, and the youth raised more than \$500 towards their summer pilgrimage (July 20-25 to Sewanee, Tennessee). Thank you to everyone who played a part in this event - from ticket checkers to chaos coordinators, banner makers, pancake flippers, and fire starters. And a special thank you to the extremely dedicated clean up crew!

Two parent feedback sessions were held during February. These sessions were a productive time for parents to meet with Rev. Carmie McDonald and Taylor Irwin to discuss their experience with children and youth programming at Epiphany. Thank you to everyone who attended. If anyone was unable to attend but would still like to offer feedback, there is still a chance. Please reach out to Carmie or Taylor for more information.

Confirmation at the Cathedral of St. Philip occurs this afternoon (Sunday, March 16).

Seven families attended the February Family Eucharist Service. The next Family Eucharist Service is Tuesday, March 18th, after choir practice. This month's service project will include packing bags for Mercy Community Church.

Looking ahead, Vacation Bible School is planned for June 16-20. The theme this year is Compassion Camp: Be Loved. Be Kind. Be You.

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## **Community Engagement Partnerships — Kathy Corcoran**

### **Art Ministry – Liefy Smith, Page Love-Smith**

- The Art Ministry is an important ministry that links Epiphany to different parishes and to the community. They look forward to upcoming events like the Amari Women's Center sewing project and coffee reception. If you would like to join our ministry or nominate an artist for an exhibit, please contact Liefy Smith [LiefySmithArt@comcast.net](mailto:LiefySmithArt@comcast.net) or Page Love Smith [pagelove@msn.com](mailto:pagelove@msn.com)

### **ICM Partnership – Kay Lee**

- The "Have a Heart" Campaign, which involved cards written by parishioners being delivered to state legislators on February 15th. Those letters asked the state house and senate members to consider the impact on children of specific bills and also in general when making their legislative decisions.
- A summer internship for high school youth will be announced soon. For more information, feel free to visit ICM's website at [www.icmgeorgia.org](http://www.icmgeorgia.org)

## **DEAM/ Gateway – Sally Walker**

- They want to start calling it the Meal Ministry instead of the Feeding Ministry. The name seems like a better description for what we do. The Epiphany website is already updated to this name. <https://www.epiphany.org/communityengagement>
- The next meal at Gateway is on Valentines Day, so the children are going to be making Valentine cards for us to give to the men.
- Marion Curry is now co-chairing the ministry with Sally Walker.

## **Refugee Group-**

- Held new meetings on Feb 24 and March 10. Carmie and the group are researching potential partners and activities that the committee can do. The group is focused on Education, Prayer, Advocacy and Service.

## **Community Engagement Newsletter**

- This newsletter highlights projects done by the ministry groups and is shared with the larger parish community. It will report on the solar project, the Harvey Fund grant given to the Amari Sewing circle.

## **Core Values – Kay Lee**

No updates at this time.

## **Endowment — Jacob Geiger**

### *2025 Grant Application*

The endowment grant period closed in late February. We received one application within the stated deadline and another shortly thereafter. Those are:

- A request for \$1,500 in graduate school scholarship support from a member of the parish.
- A \$17,000 request from Camp Mikell, the diocesan camp, to support their capital campaign. The request from Mikell indicated they hoped we might provide support over three years.

The Endowment distribution this year is just under \$12,000. The spend rate is 5% of the average balance from the preceding twelve quarters (so 2022 through 2024). If you would like to see the math on how we calculate this, let me know!

The Endowment Committee will meet soon to review the grants.

### *Operating Support Endowment*

The rector, treasurer, and I are meeting on March 12 with Brad Roberts from Episcopal Church Fund to explore how we might set up an endowment fund that would provide annual operating support each year to the budget. Establishing, and then growing, an operating endowment fund would be a crucial step toward ensuring the school's long-term financial health. An initial funding source for this operating endowment could be the funds received late last year from the IRS Employee Retention Credit, as well as the budget surpluses from 2023 and 2024. I expect to have a

more complete report in April, and this topic will likely be an agenda item for Vestry discussion and potential action in the coming months.

## Finance — Andrea Strahan

### February 2025 Finance Report

February 2025	Budget	Actual
Income	\$68,323.16	\$80,209.52
Expenses	\$68,235.64	\$76,878.78
Net	\$87.52	\$3,330.74

February 2025 had a month-to-date (MTD) surplus of \$3,331, bringing the 2025 year-to-date (YTD) surplus to \$78,722. For comparison, the 2024 YTD surplus at this point was \$82,389.

Total MTD revenues were \$80,209 (versus a budgeted amount of \$68,323). Total YTD revenues were \$217,989 in February 2025 (versus a budgeted amount of \$136,646). Most of the increased revenue was from pledge giving and facility rental (Little Forest Preschool).

Total MTD expenses were \$76,879 (versus a budgeted amount of \$68,236). Total YTD expenses were \$139,267 (versus February 2024 YTD total expenses that were \$110,919).

The Finance Committee is also keeping our long-term committee chair, Philip Anderson, in our prayers as he continues to recover from a fall and several spinal fractures.

## Membership + Newcomers — Cristin Davis

Liefy and Page Love continue to send welcome emails to all visitors who fill out pew cards. They deliver welcome bags to all who sign up to become new members.

Our next Newcomers welcome will be Sunday, May 4th.

## Parish Life — Judy Jarady

### Past Events Recap

Lessons & Carols - We will be mindful of numbers for next year because there is no sign up. We will plan for 120-150 people.

Epiphany Feast - We fed 140-150 people. Seating has become an issue in the parish hall. We will work with Amy/Shea to find ways to improve seating for large events.

Pancake Supper - Parish Life helped the Youth with set up and decorations for the event.

### **Upcoming Events**

Agape Supper - April 17 Set up and clean up

Easter Breakfast - April 20 after the service. We will provide ham and biscuits, set up & cleanup

### **Pastoral Care — Judy Jarady**

No updates at this time.

### **Stewardship — Jacob Geiger**

I had an initial conversation with Pam Tipton, and it appears she will chair our Fall 2025 stewardship campaign, which is great news. It looks like Marion Curry will deputize for Pam, as she did last year. No other updates.