

Episcopal Church of the Epiphany

Vestry Minutes

March 17, 2024

In Attendance:

Vestry - Kaylie Gibbs, Susan Ashmore, Emily Thompson, Sally Walker, Matthew May, Andrea Strahan, Judy Jarady, Carol Bartlett, Paul Bonner, & Cristin Davis
Attending via Zoom – Jordan Moody
Clergy - Amy Dills-Wright
Ex officio - Sherry Wallace

Absent: April Maa, Bert Bender, & Randy Shearin

Meditation:

Amy led a lectio divina on John 12.

Consent Agenda:

Approval of the February 10, 2024, vestry retreat minutes was included as part of the consent agenda. All voted to accept.

Rector's Report:

Emily Elder and Peter Waggoner were approved for postulancy in the diocese. Their ordination date will be in December 2025. Emily needs to take some additional classes. We'll try to schedule her work around her classes. Katie Pederson is starting the discernment process for ordination. Her next step is a parish committee on discernment.

Attendance is up on Adult Formation. Church attendance hovers around 150. Amy is debating having two services on Palm Sunday. There are three on Easter.

Holy week – Shea has put out a request for VPOD for Maundy Thursday. Emily Thompson volunteered to do it.

Parking – We will have a policeman for Easter to help with parking. We discussed possible ways to improve parking. Emily suggested cones in front of handicapped spots. Matthew will coordinate volunteers. A notice will be placed in the bulletin to ask people to carpool.

We have an updated security system, including new door access, limited hours access, and panic button for Shea,

New Business:

The annual Parochial Report is due at the end of March. It is currently in draft form and will be completed this week. Voting to approve will be by email.

Endowment Board – The Vestry needs to approve a new member. Kaylie proposed that Tracey Laird be approved as a member. Susan seconded. All voted in favor to approve.

Youth Mural: The wall in the stairwell leading to the youth room and vestment area is unsightly. We're getting an estimate to get the stairwell to the vestment area painted. Piper Boatright has submitted a plan for a mural leading to the youth room. She will lead the painting with other

youth helping. Matthew motioned to accept Piper's plan. Sally seconded and all voted to approve.

Old Business

Liaison areas connection – Kaylie checked with vestry members to ensure that vestry connections are functioning.

The next parish workday is Saturday, March 23, at 9:30.

Leadership Corner – Ashley Carr discussed nonviolent communication at the February vestry retreat. Small groups met for followup discussions today.

The meeting ended with Midday Prayer.

Key Upcoming Dates:

3/23 – Parish workday

3/24 – Palm Sunday

3/25 – Contemplative Anointing Service

3/26 – Emmaus House Stations of the Cross

3/27 – Tenebrae

3/28 – Maundy Thursday and Agape Supper

3/29 – Good Friday

3/31 – Easter

4/21 – Next Vestry meeting

Respectfully submitted,
Sherry Wallace
Clerk of the Vestry

Vestry Reports

Parish Health & Wellbeing — Paul Bonner

No updates at this time.

Membership + Newcomers — Cristin Davis

I met with Liefy and Page Love, the co-chairs for the Membership Committee, and I attended the Membership Committee meeting last month. They are in good hands! Liefy and Page Love have great ideas and are working with Shea to implement new spreadsheets that keep track of all visitors. The welcome bags are a nice touch that people seem to like along with the handout explaining how the service works.

As people become new members, they are given a welcome bag that includes a coffee mug delivered to their door.

So far this year, ten households filled out pew cards and received welcome emails in January and February.

The next newcomers gathering will be Sunday, April 28th at 4:00.

Parish Life — Judy Jarady

No updates at this time.

Community Engagement Partnerships — Sally Walker

The leaders of Community Engagement held a first quarter 2024 meeting on January 30. The group met via Zoom with Carmie as our facilitator. The notes from this meeting are attached including updates since that meeting.

The new Vestry members joined the Vestry Retreat, February 9-10. At that meeting the new liaison roles were assigned. For 2024, Carol Bartlett will be the liaison for the Earth Guild and

the Racial Justice Group. Sally Walker will continue as the liaison for the Community

Engagement Partnerships. Susan Ashmore will be moving from Community Engagement to Adult Formation.

Sally and Carmie met on February 20th to discuss the new structuring of the Community Engagement Ministries. The meeting focused on the Community Engagement page of the Epiphany website. We concluded that we needed to ask each active ministry to update the description of their ministry. It was discussed that there are ministries on that page that we only support financially and others that we were not aware of Epiphany having any current involvement.

The other topic discussed was how to best recognize the volunteers of the Community Engagement Ministries. We had previously discussed an end of the year party, but the feedback was that this would only cover a portion of the many volunteers at Epiphany. We discussed maybe a “Volunteer Sunday” that calls attention to the different volunteers at Epiphany. One suggestion was the Parish Picnic Sunday, May 19th . Carmie would discuss options with Amy.

Sally emailed each ministry asking for their edits to the current website copy. The Emmaus House Ministry was the only one with no current leader, so no updates were made to that copy. Sally sent Carmie the website updates and suggestions to Carmie on March 12. Carmie will review with Amy for further input before we ask Shea to make changes to our Community

Engagement website page.

Feeding ministry update: For the March meal, there were four first-time volunteers. Some of the volunteers sat with the men to eat when service ended. This may be a practice we continue going forward.

Art ministry update: The Art Ministry has firmed up plans for the Youth Art Show for April. Doc Davis sold over \$1000 of his wood items in February. The new payment system was initiated

with the March exhibit to make purchasing easier for parishioners. A QR code is now in use for direct payment to Epiphany along with still requiring the sign-ups on the price sheet to aid in tracking purchases.

Sustainability & Justice — Carol Bartlett

Racial Justice:

1. 8 active members
2. Hosted an Anti-racism movie night on Jan 28th.
3. April 21st - 5:00 a program "Identity - together and Apart"
4. Adult formation in the fall - Mindful of Race."
5. Trip to Spellman College Museum for Gee's Bend quilts.
6. Trip to Jewish Heritage Museum

Earth Guild.

1. Stop putting coffee grounds in composter.
2. Solar moving along. Looking at current roof.
3. Recycle bin will be placed in Parish Hall
4. Note to congregation in newsletter encouraging folks to walk/bike/carpool to church.
5. Concert date to celebrate solar work - Sept 7th 4-6 pm
6. On-going information supporting work to halt mining near Okefenokee Swamp.

Children + Youth Formation — Jordan Moody

Over the past few months, Epiphany's Children's Ministry has continued to offer monthly special events as well as weekly formation offerings on Sunday mornings. In January,

we had our annual Epiphany pageant, which involved 13 families and over 25 people in telling the story of our parish's feast day. In February, we started Family Eucharist services again, with 7 families and 28 people in attendance on Tuesday, February 27. These services continue to be a good way for us to connect with families with young children, and we've received feedback from parents that providing dinner is a huge help and incentive for coming. Sunday Morning

Formation numbers have remained steady, despite switching Formation Hour back to after the 10 AM service. In 2024, we've continued to average around 4-5 children at Godly Play, around 4-5 children at "Surveyors of Scripture," and about 4-5 children at Children's Chapel each week.

Epiphany's Youth Ministry began the new year with 8 of our youth attending the DYC Winter Retreat at Camp Mikell in January. Since then, we've had a few other special events, including a Welcome Back Youth Group & Parent Meeting in January where we heard from parents and invited them to participate in their youth's formation; the Shrove Tuesday Pancake Supper Fundraiser in February where 14 youth and 8 adult volunteers participated to feed over 100 people and raise over \$600 for the pilgrimage; and a Youth Group Field Day in March where 33 youth from 4 different churches came to play games (most notably Gaga Ball, on our new Gaga Ball court). Other than that, we've continued to have weekly Youth Formation on Sunday mornings, which averages 3 youth each week, and we've continued to host Youth Group on Sunday evenings, which typically draws 6-9 youth. We've also introduced SPLIT youth groups once per month, so that middle schoolers and high schoolers get time with their own peer group. These have gone well so far (in February and March), with each one drawing 11-12 youth. We will have one more split Youth Group in April, but I think this is worth continuing into the fall as well, since it strengthens peer connections and allows for deeper conversation for the high schoolers.

There are several upcoming events to look forward to over the next couple of weeks and months: another Family Eucharist Service on Tuesday, March 19; our Easter Egg Hunt on Sunday, March 31; and a Youth Car Wash Fundraiser on Sunday, April 28. Registration is also live for VBS (June 10-14) and the Youth Pilgrimage (June 24-28). If you are interested in helping out with or supporting any of the above, please reach out to Emily Elder at eelder@epiphany.org.

Adult Formation — Susan Ashmore

No updates at this time.

Pastoral Care — April Maa

The Community of Hope continues to visit parishioners who have requested contact, take Communion to home-bound parishioners, and meet monthly. The new 2024 online Community of Hope training began in January 2024 for people who want to join the program. Those being trained are Lalor Cadley, Carol Moser, Nan Ross, Nick Theyerl, and Nancy Thompson. A current Circle of Care member joins each weekly training. They also accompany new members on their first CoH pastoral visits.

Community of Hope's Leadership Team is comprised of Jessica Burns, David Draper, Ann Fowler and Laura Gary. Additional members are Barbara Belcore, Lisa Gray, Paul Hinson, Chris Miller, and Annie Strahan.

Stewardship — Emily Thompson

No updates at this time.

Endowment — Emily Thompson

No updates at this time.

Finance — Andrea Strahan

February 2024	Budget	Actual
Income	\$61,997.42	\$102,360.37
Expenses	\$61,520.07	\$57,485.70
Net	\$477.35	\$44,874.67

The \$102,360.37 month-to-date (MTD) revenue for February 2024 may be all-time February high. That brings year-to-date (YTD) revenue to \$194,807.75, versus a budgeted amount of \$123,994.84 (for comparison, last year in February 2023 the YTD revenue was \$149,949.10). The high revenue is due to pledge giving, including \$30,500 in complete 2024 pledges. Revenue also includes a check from Edward Jones for \$17,514, a stock donation from an unknown donor (Epiphany staff is attempting to identify the donor).

February 2024 expenses were under budget. Clergy and salaried staff compensation included a "catch-up" amount for raises to bring total compensation YTD in line with budgeted compensation. Approximately \$15,00 is not reflected in expenses for Office & Administration and will be paid in March 2024.

The 2023 operating surplus of \$80,269.42 was moved from account 3000 (Unrestricted Net Assets) to account 8083 (Operating Budget Surplus Designated Account). The finance committee will make final decisions on what to name this account and how to document funds (so they don't distort 2024 operating costs for the 2025 budget) at their April 2024 meeting.

Building and Grounds — Matthew May

These are actively in progress:

- 1) Flower Guild Room Flooring ordered, waiting to be installed.
- 2) Roof Repair Approved repairs scheduled for March 20.
- 3) Playground Preschool is working through a list of things on the playground they would like improved/fixed. They are going to work on what they prioritize. They had a safety inspection done that they shared with us.
- 4) Front Door Waiting on one replacement parts and repairman. Looking into lighting for front door keypad evening use.
- 5) Outside Youth Room The brick vestibule outside the lower level classroom got a rather bad first coat of paint a few years ago. Youth have proposed mural plans to replace. Sketch received for vestry review.



- 6) Parking Spaces Looking for places to safely add parking. Moving composter likely.
- 7) Asphalt Patching Need to patch cracked asphalt parts at entrance and exit drives, starting with temporary volunteer fix.
- 8) Men's Room The men's room toilets have more problems - replaced toilets. Installation scheduled for March 13.
- 9) Work Days Q1 Work Day March 23rd before Palm Sunday.

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

Water Main Main building shut-off water valve needs to be replaced.

Water Issues The storm cellar continues to have gallons of water get into it from under the wooden stairs when it rains hard. But there was also some water at the other end of the storm cellar.

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.

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

Nursery Water Fountain Not working

Choir Room Wall Repair Need to repair and repaint choir room wall from water damage

Nursery Repaint window sill.

Vents check for mold inside (for vents cleaned by the preschool)

AC Off 1 of 4 HVAC systems for the Parish Hall is currently not running.

Sexton Services Is informal volunteer sexton approach for identifying maintenance issues, handling minor repairs, coordinating minor contractors sustainable?

Solar Roof Earth Guild has taken over the solar project. They are moving forward with selecting two contractors to do physical site visits and propose on the project.

Tankless Water Heater and Repairs Earth Guild has interest in moving to tankless water heater eventually. ALSO 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. You can see it on the right. It just ends. It is next to a copper tube that runs to the floor drain. Just a bit of water comes out whenever the water heater is firing. The water on the plywood got there when the plumber shook it. It's apparently been slowly leaking water since it was installed in 2004. Just enough to stain the floor and rot the edges of the plywood board that the water heater is set on. We need to cut a path along the copper pipe to the floor drain and extend the plastic drain tube to it. Mark McDonald expressed interest in doing carpentry stuff. I would like to see if he is interested. This was spotted by the “civilized plumber” guys who came to assess whether a tankless water heater is feasible when our water heater dies. He is going to check to see if there exists a water heater that can supply hot water as fast as is now available from our current water heater. If not, dual water heaters might be necessary. And very expensive.

Various Inside Projects

There were also a lot of little paint drips on the floor - including the bathroom that could be cleaned up.

In the kitchen by the little sink, the plastic screen guard installed to keep the walls dry have trapped bugs which Can the whole thing be removed, meaning the walls would probably need to be repaired and then painted.

Soap dispenser in upstairs bathroom

Semi-gloss touch up needed on baseboard leading to playground.

Wall in parish hall needs repainting

General touch up/painting plan needed.

Recurring Indoor Needs

Cleaning the interior windows and window sills on both floors and the lower level classroom.

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.

HVAC filter replacements on a regular schedule

Recurring Outdoor Needs

Fertilize blueberries

Freshen up mulched areas

Off the list/projects completed:

Gaga Ball Court Erosion control added to front section.

Front Door Lock - We replaced.

Technology — April Maa

No updates at this time.