

Episcopal Church of the Epiphany Vestry Minutes – Meeting via Zoom January 21, 2025

In Attendance:

Vestry - Kaylie Gibbs, Susan Ashmore, April Maa, Sally Walker, Andrea Strahan, Cristin Davis, Jordan Moody, Matthew May, & Judy Jarady
Clergy - Amy Dills-Wright & Carmie McDonald
Ex officio - Bert Bender, Randy Shearin, & Sherry Wallace
Visitors – Jacob Geiger, Kathy Corcoran, & Cody Chaffins
Absent: -- Emily Thompson, Carol Bartlett, & Paul Bonner

Meditation:

Amy opened with a meditation from theologian Sallie McFague.

Consent Agenda:

Approval of the November 2024 vestry minutes and gifts from September to December were included as part of the consent agenda. All voted to accept.

Rector's Report:

Amy reported that Paul Bonner is resigning from vestry for personal reasons. We will discuss a replacement to fill his term at the vestry retreat.
Jason Sullivan, our new facilities manager, is working 10 hours a week. He is able to accomplish a great deal in this amount of time.
We have Young's Quality Cleaning as our new cleaning contractor. We have been pleased with their work.
Amy will send out an email letting people know that they can access the bulletin for the Sunday service online instead of using a paper copy. We hope to be able to reduce printed papers.

New Business:

Mortgage Payment – Kaylie motioned that vestry approve the transfer of \$15,100 from account 8800 Capital Campaign GSF to cover the 2025 payment of the Diocesan loan (line 4945). April seconded, and all voted to approve.

Freezer Disposal – Sally said that the upright freezer in the stairwell is not used often. She motioned that we donate the freezer to a nonprofit that is approved by our clergy and is willing to pick it up. Kaylie seconded, and all voted to approve.

Solar Project –

Matthew gave a report from the task force for the solar panel installation project and related fundraising. After a discussion, Matthew motioned that the vestry approve a \$50,000 fundraising project for solar panels to be installed on the roof. Sally seconded. There were seven votes in favor and one abstention. There were no votes against the motion, and the motion passed.

Old Business:

Kaylie said we need to sign up for VPOD for the next few Sundays. Sally volunteered for February 2, Jordan for February 9, and Judy for February 16.

Finance Review by Randy –

Randy led an overview and explanation of the financial statements, starting with the approved 2025 budget.

The meeting ended with Evening Prayer

On November 26, Kaylie circulated proposed changes to the 2025 operating budget reviewed and approved on 11/17/2024 and made a motion to motion to accept the changes. Andrea seconded. There were 10 votes for the motion and none against, and the motion passed.

On December 23, Kaylie circulated amongst the vestry a cleaning contract with Young's Quality Cleaning for review and voting. Minor revisions were made. On December 24, Kaylie set forth a motion for vestry to accept the revised cleaning contract with Young's Quality Cleaning, for 12 months, with auto-renewal annually. April seconded. There were 10 votes in favor and none against, and the motion passed.

Respectfully submitted,
Sherry Wallace
Clerk of the Vestry

Vestry Reports

Parish Health & Wellbeing — Paul Bonner

Parish Preparedness Manual is in final draft and is undergoing final reviews. It will be ready to be shared with vestry very soon.

Membership + Newcomers — Cristin Davis

No updates at this time.

Parish Life — Judy Jarady

Parish Life Committee met regularly through the fall to plan upcoming events.

12/8 Advent Lesson and Carols

The reception following Lesson and Carols was a success. The event was well attended with well over 100 people served.

12/8-1/5 Nativities Display

A big thanks is in order to Parish Life members and several other kind volunteers who worked on the Nativity display this season. In our narthex 23 nativities were arranged to illustrate the birth story in Luke and in our gallery, 35 nativities were arranged to illustrate the birth story in Matthew. A curated selection of additional nativities were put on display in the parish hall with a section set aside for children who were encouraged to touch them.

12/5 Epiphany Feast

Parish Life served 140 people. We were able to seat everyone and served wonderful food.

Parish Life Committee next meeting will be held on 02/10/2025

Community Engagement Partnerships — Sally Walker

The upright freezer located in the stairwell has been mostly empty for over 5 years. It is no longer used by the Feeding Ministry. The only items that have been put in it in recent years are leftovers from Parish Life events. Current items were moved to the freezer in the kitchen which has plenty of room.

After getting agreement from Parish Life leaders, I move that Epiphany donates the stairwell freezer to a non-profit approved by our clergy. This will not only benefit the recipient but save energy (estimated 395 kWh of electricity per year) and free up valuable space for storing tables.

Art Ministry – Liefy Smith, Page Love-Smith

The year ended with two very popular artists- Stephanie Leigh sold her unique jewelry made of recycled leather and beads; Sherry Cook had the perfect month to sell over 100 angels on wood and canvas in November/December. Total sales were \$11,864 earning 25% or \$2966 for Epiphany!

Carol Veliotis will be our February artist. She creates art from found objects and recycled material . Her work will be installed the week of January 20th.

If you would like to join our ministry or nominate an artist for an exhibit, please contact Liefy Smith LiefySmithArt@comcast.net or Page Love Smith pagelove@msn.com

ICM Partnership – Kay Lee

In early 2024, Epiphany's Vestry accepted the invitation into partnership with the Interfaith Children's Movement ("ICM"). Since September of 2001, ICM has been building a multi-faith grassroots advocacy coalition that works to create a Georgia where all children thrive. Being in partnership with ICM means supporting the mission of ICM and its programing and identifying avenues for mutual collaboration. In 2024, Epiphany participated in the following programs:

- 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.
- ICM's Day at the Capital on February 15 th . Thank you, Peter Dodge.
- ICM's Virtual Prayer Celebration on Crossover Day. Thank you, Carmie MacDonald and Emily Elder for contributing prayers.

- A table at ICM's "FUN-raising" fundraiser in September. Thank you, Brandon Laird for your work on the planning committee and Peter Dodge for your set-up help.
- ICM Advocacy Training in November. Thank you, Suzanne Yoder and Judy Jarody for participating.
- ICMs 2024 "Wrap-Up" Program in December.

In 2025, the hope is to continue building this relationship by again participating in the "Have a Heart" Campaign, the Day at the Capital and other requests for support. For more information, feel free to visit ICM's website at www.icmgeorgia.org

DEAM – Doug Runnion

The past year has been an especially busy and productive one at DEAM. In addition to serving hundreds of clients with our walk-through food pantry and utility and prescription assistance, we also formed a new partnership with Holy Trinity Parish to help meet the needs of Dekalb's growing homeless population. We are now distributing up to 80 lunches each weekday and were able to host a sit-down Thanksgiving dinner for the unhoused in the Holy Trinity parish hall.

The January DEAM pantry drive is underway. We are collecting grape and strawberry jelly, canned fruit, protein bars, and peanut butter cracker packs.

Volunteers in various roles are always needed and welcome.

Feeding Ministry, Gateway – Sally Walker and Marion Curry

In December, the Feeding Ministry provided 100 Christmas gin bags for the residents of Gateway's Evolution Center. Under Taylor Irwin's guidance, the Evolution gift bags were packed, and cards were personalized as a service project by the youth and children. The bags included underwear, playing cards, hand cream, lip balm, laundry pods, pack of crackers, hard candy, writing pen and note pad.



The January meal scheduled for Friday the 10th, had to be cancelled due to the bad weather. Carmie suggested we order pizza delivery which we did, but unfortunately, the pizzas were never delivered. We asked if there was another day they would like the pizzas, they suggested Martin Luther King Day, because most of the staff has the holiday off. We plan to also take some fruit and cookies over to go with the pizzas.

Anne Kerner has resigned as co-chair of this ministry but will continue to serve as a volunteer. Marion Curry has agreed to take on the co-chair role with Sally Walker. Our next meal is scheduled for Valentine's Day, February 14th.

Feeding Ministry, Holy Comforter - Jeanette Hanson

Epiphany provided the Wednesday Dinner at Holy Comforter once each quarter in 2024. We serve the same meal that Gateway group serves. However, for dessert, members of Epiphany provide cupcakes. Three to five volunteers prepare the meal in the afternoon. Then the serving volunteers take the meal to Holy Comforter and meet other volunteers who meet us at the church. Claire and Jonas Tobin volunteered every time we served in 2024.

We serve about 30 to 45 people each visit. We plan to continue the ministry during 2025 without any changes. The next meal is January 29th.

Refugee Ministry - Erin Braden and Ellyn Bryan

Erin Braden and Ellyn Bryan will not be continuing in their role as the Refugee Ministry chairs but plan to maintain an ongoing relationship with the Ebrahim Khils family.

Sustainability & Justice — Carol Bartlett

No updates at this time

Children + Youth Formation — Jordan Moody

Formation for children and youth resumed on 1/19. Children pre-K - 3rd grade are exploring the scriptures through Godly Play. Our 4th-8th graders meet for formation in the Donut Den to discuss Episcopal faith and identity. We are excited to announce a new formation opportunity this semester, High School Coffee Hour, a space for our older youth to explore faith, life, and telling our stories.

Children and youth have enjoyed partnering with various ministries in the parish and broader community. During our December family Eucharist, children and youth partnered with Community Engagement to pack bags for the Gateway Ministry. Then on December 15th, five of our youth attended service at Church of the Common Ground where they helped serve hot chocolate and served as readers/ushers during the service.

Our children and youth loved the opportunities to serve in holiday services, from youth and children's choirs to cookie baking to our Epiphany pageant. We had over 20 participants in this year's pageant! Children's Chapel has also seen a recent uptick in attendance.

We're hoping to welcome 3-4 new volunteers for Sunday formation this spring. If you're interested in serving or want to learn more about this opportunity, please reach out to Taylor (tirwin@epiphany.org).

Adult Formation — Susan Ashmore

Through the leadership of Paul Hinson and Rev. Carmie McDonald, Adult Formation has had an active and engaging year. The offerings included two book studies: *Sacred Earth/Sacred Soul* led by Rev. Amy Dills Wright and *The First Advent in Palestine* led by Suzanne Yoder.

Our Sunday offerings were equally meaningful.

- The year began in January with a multi-part series entitled “Epiphany: Joy, Praise, Clarity” led by Dr. Ebby Arnold that compared the gospel accounts of the Epiphany and the events immediately following Jesus’s birth.
- In the Easter semester a similar compare and contrast analysis focused on the Resurrection as told by the gospel writers, led by Dr. Ebby Arnold.
- Late in the year a multi-part series entitled “Idolatry in the Bible and Beyond” led by Caitlin Hubler explored the concept of idolatry both broadly and specifically as seen by Israel in the Ancient Near East.
- There were also a few solo offerings that were not part of a series including:
 - Dr. Luther Smith led a session focusing on his book, *Hope is Here: Spiritual Practices for Pursuing Justice and Beloved Community*.
 - Interfaith Children’s Network presented a session on their work that led to Epiphany joining in their effort to advance Child Welfare in Atlanta and throughout Georgia. Kay Lee Bender is Epiphany’s contact for this ministry.
 - Georgia Interfaith Power and Light offered a presentation “Seasons of Creation: Powered by the Sun of God.” Those who joined in this discussion focused on the need to respect the planet and how deeply this is embedded in our faith.

Pastoral Care — April Maa

At the Community of Hope’s December gathering, members assembled ‘blessing bags’ for visitors to Epiphany who are unhoused or in need. Ushers, greeters, and Community of Hope members will hand out the bags as necessary. The bags contain gloves, socks, hygiene products, prayers, cards, pens, and stamps. On Sundays, if parishioners notice guests who might benefit from a pastoral conversation or a blessing bag, they may connect visitors to one of the Community of Hope lay chaplains: Barbara Belcore, Jessica Burns, Lalor Cadley, David Draper, Ann Fowler, Laura Gary, Lisa Gray, Paul Hinson, Chris Miller, Carol Moser, Nan Ross, Annie Strahan, Nick Theyerl, and Nancy Thompson.

Stewardship — Emily Thompson

We have EXCEEDED our pledge goal by 7%!

Endowment — Emily Thompson

No updates at this time.

Finance — Andrea Strahan

December 2024	Budget	Actual
Income	\$61,997.42	\$88,341.78
Expenses	\$61,520.07	\$52,204.71
Net	\$477.35	\$36,137.07

Epiphany had a strong end to 2024. Preliminary statements for December 2024 show a monthly surplus of \$36,137, bringing the 2024 year-to-date (YTD) surplus to \$50,418 (versus a budgeted surplus of \$5,728.15). In 2023, the surplus for the year was \$80,269.

Overall, annual expenses in 2024 were in line with budget, the 2024 YTD surplus is primarily due to budget overages in revenue. Every sub-total (Pledges / Non-pledges / Other Income) came in over budget. The Truist Money Market account has been set up and earned \$1,100 this month (earnings are going under operations).

Sep – Dec 2024 Designated donations:

Name	Gift Date	Type	Fund Name	Amount
XXX Deposits	10/6/2024	Check	Altar Guild	400
Eric & Ruth Olson	9/8/2024	Check	Altar Guild	200
XXX Deposits	12/22/2024	Check	Assoc Rector Discr Fund	225
XXX Deposits	12/29/2024	Check	Operating Surplus	2,513

XXX Deposits	12/29/2024	Check	Operating Surplus	2,529
XXX Deposits	12/29/2024	Check	Operating Surplus	24,678
Sheila & Richard Ferrell	10/20/2024	Check	Choir	200
Bill & Pat Graves	10/13/2024	Check	Choir	100
Sheila & Richard Ferrell	12/15/2024	Check	Christmas Flowers	100
Phil Bolton	12/22/2024	Check	Christmas Flowers	150
Lalor Cadley	12/14/2024	Online	Christmas Flowers	150
Nancy Thompson	12/14/2024	Online	Christmas Flowers	200
Phil Bolton	12/22/2024	Check	Christmas Music	150
Sheila & Richard Ferrell	12/15/2024	Check	Christmas Music	100
Bobbi & Joe Patterson	11/29/2024	Online	Christmas Music	100
Linda Ryder-Wolf & Steve Wolf	11/22/2024	Online	Christmas Music	100
Nancy Thompson	12/14/2024	Online	Christmas Music	120
Mary Ann Anderson	12/15/2024	Check	Clergy-Staff Gifts	100
Jessica & Brett Boatright	12/20/2024	Online	Clergy-Staff Gifts	100
David Brandon & April Maa	12/11/2024	Online	Clergy-Staff Gifts	100
Cody & Claire Chaffins	12/24/2024	Online	Clergy-Staff Gifts	100
Nancy Chandler & Peggy Palmiter	12/11/2024	Online	Clergy-Staff Gifts	100

George Councill	12/15/2024	Check	Clergy-Staff Gifts	100
Lucy Davidson	12/29/2024	Check	Clergy-Staff Gifts	100
Peter & Julie Dodge	12/15/2024	Check	Clergy-Staff Gifts	100
David Draper	12/12/2024	Online	Clergy-Staff Gifts	100
Christen & Kurt Erskine	12/18/2024	Online	Clergy-Staff Gifts	100
Sheila & Richard Ferrell	12/15/2024	Check	Clergy-Staff Gifts	100
Beth Floyd	12/5/2024	Online	Clergy-Staff Gifts	100
Ann & Joel Fowler	12/11/2024	Online	Clergy-Staff Gifts	100
Lisa & Leonard Gray	12/20/2024	Online	Clergy-Staff Gifts	100
Allene Kelley	12/27/2024	Online	Clergy-Staff Gifts	100
Rod & Michele MacLeod	12/6/2024	Online	Clergy-Staff Gifts	100
Craig McDonald	12/11/2024	Online	Clergy-Staff Gifts	100
Dan Mundy	12/15/2024	Check	Clergy-Staff Gifts	100
George Ross	12/16/2024	Online	Clergy-Staff Gifts	100
Barbara Ryder	12/11/2024	Online	Clergy-Staff Gifts	100
Julie Ryder & Terri Lawrence	12/11/2024	Online	Clergy-Staff Gifts	100
Diane Tate	12/22/2024	Check	Clergy-Staff Gifts	100
Sherry Wallace	12/11/2024	Online	Clergy-Staff Gifts	100

Susan & Loren Williams	12/11/2024	Online	Clergy-Staff Gifts	100
John Yntema & Katharine Hilliard-Yntema	12/11/2024	Online	Clergy-Staff Gifts	100
Tom & Cecilia Democko	12/15/2024	Check	Clergy-Staff Gifts	125
Katie Pedersen	12/22/2024	Online	Clergy-Staff Gifts	150
Pam Tipton-Thierry & David Thierry	12/11/2024	Online	Clergy-Staff Gifts	150
Shelle & Patrick Bryant	12/8/2024	Cash	Clergy-Staff Gifts	200
Jeremy & Cristin Davis	12/6/2024	Online	Clergy-Staff Gifts	200
Sally McClintock	12/22/2024	Check	Clergy-Staff Gifts	200
Jeff McGrath & Wallace Bryan-McGrath	12/20/2024	Online	Clergy-Staff Gifts	200
Richard & Susan Messner	12/15/2024	Check	Clergy-Staff Gifts	200
Jackie Mickle	12/26/2024	Online	Clergy-Staff Gifts	200
Bob Peatman & Kelly Stocks	12/11/2024	Online	Clergy-Staff Gifts	200
George & Liefy Smith	12/15/2024	Check	Clergy-Staff Gifts	200
Erin & Chris Braden	12/13/2024	Online	Clergy-Staff Gifts	250
Kim & Karla Finnegan	12/14/2024	Online	Clergy-Staff Gifts	250
Robin Hairston	12/8/2024	Check	Clergy-Staff Gifts	300
Kathleen Rinehart	12/16/2024	Online	Clergy-Staff Gifts	300

Andrea Strahan & Noah Tobin	12/11/2024	Online	Clergy-Staff Gifts	300
Polly & Larry Nodine	12/10/2024	Online	Clergy-Staff Gifts	500
Camille & Richard Shirah	12/21/2024	Online	Clergy-Staff Gifts	500
Nancy Thompson	12/21/2024	Online	Clergy-Staff Gifts	500
Susan & Rick Montgomery	12/20/2024	Online	Clergy-Staff Gifts	700
XXX Deposits	11/24/2024	Check	Community Engagement	180
XXX Deposits	10/6/2024	Check	Endowment Fund	5,000
Susan & Loren Williams	12/22/2024	Check	Endowment Fund	350
Tom & Cecilia Democko	11/17/2024	Check	Flower Fund	100
Sally McClintock	10/20/2024	Check	Flower Fund	100
Robin Hairston	9/22/2024	Check	Grounds Designated	100
XXX Deposits	11/17/2024	Check	Memorials	200
michael williams	11/5/2024	Online	Memorials	100
David Brandon & April Maa	9/11/2024	Online	Rector Discretionary	200
XXX Deposits	10/20/2024	Cash	Rector Discretionary	100
Rod & Michele MacLeod	12/15/2024	Check	Rector Discretionary	250
Peter Waggoner	9/15/2024	Check	Rector Discretionary	100

Building and Grounds — Matthew May

These are actively in progress:

- 1) **Solar Roof** - New committee is established and excited, and solar is a go if vestry approves it.
 - 2) **Stucco Damage** The stucco on the side of one of the dormers facing the courtyard has been damaged.
 - 3) **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.
 - 4) **Tree Issues** - Tree in Little Forest area (have two bids)
 - 5) **Gas Stove** - Reviewing gas shutoff for gas stove
 - 6) **Church Work Day** Clean the church for Easter work day proposed 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?

Water Main Main building shut-off water valve in the undercroft may need to be replaced.

Water Issues - Storm Cellar 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.

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 nighttime 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.

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:

Sexton Services Transition underway for cleaning. Also hired Jason Sullivan (jsullivan@epiphany.org). Be sure to welcome him.

FYI - Jason has a new system of tracking issues - I added high priority items to this report that were complete or in progress from his list.

Issues cleared rated High priority:

Test main water line cut off - passed.

Nave zone 54 alarm sensor fixed

New batteries in Fire alarm

Technology — April Maa

No updates at this time.