
ST. MARGARET'S EPISCOPAL CHURCH

JUNE 2025 – VESTRY BOARD MEETING – CALLAHAN CENTER

TUESDAY, JUNE 24, 2025, 6:00 P.M. – 7:45 P.M.

Attendees – The Very Reverend Jeff Jackson; Sr. Warden Diane Nivens, Jr. Warden Clay Robinson, Clerk Jami Bower; Treasurer Bill Parrish, Vestry Members Georgia Carter, Michael Crafton, Randy Denmon, Randy Hill, Julie Parrish, Ryan Roenigk (Virtually)

Opening Prayer and Dwelling in the Word – Father Jeff led the reading of John 3:22-30. Father Jeff inspires us to dwell in the Word as it relates to several readings of select verses with intention, reflection, renewed eyes and ears, and through personal lenses.

Our reading on June 24 centered around John the Baptist; how wonderfully appropriate, as the date we met was the birthday of John the Baptist. Vestry member insights and discussion points included themes of baptism and the abundant of water; the idea that to increase, we shall decrease; the powerful response by John the Baptist that no one can receive anything except what has been given from heaven; the symbolism of the bride and bridegroom; the calling to the Vestry to focus on the needs of others; and the freshness embedded in new starts and renewals.

Financial Update

Treasurer Bill Parrish provided an update of financials, noting that the month of May 2025 was good for our parish financial health. Monthly actual church contributions were \$30,115 versus a budget of \$38,749.99; of that, pledges comprised \$29,000 of the contribution total. The total church amount was \$39,252.06 versus a budget of \$40,679.16 due to \$7,800 generated from income/endowments. The Outreach endowment was \$26,649.46. Total church and outreach revenue was \$65,901.52. Total expenses were \$7,544.74 versus a budget of \$48,714.75.

Edward Jones update – Investment total with Edward Jones per the May 2025 balance sheet was \$221,579.54 money market; \$47,000 CD for Building/Grounds; \$5,006.72 for the legacy fund. The Edward Jones account has yielded a \$9,800 growth YTD (May 2024-May 2025).

Brenda Hattaway Endowment Fund – A detailed discussion occurred surrounding the Hattaway Fund at a current estimated amount of \$100,000. The goal of managing the endowment is to honor the wishes of Brenda Hattaway's generosity to provide individual scholarship support to educational programming within our parish. The goal of our stewardship for this fund is to foster spiritual development while sustaining parish financial solvency through availability of a robust liquidity balance for use in addition to earnings.

- **Motion** – Randy Denmon made a motion to allocate \$15,000 to an educational fund for the Hattaway gift (examples of programming include Camp Mikell, EFM, COHI,

and the like) and \$85,000 earmarked for the general fund/money market. Michael Crafton seconded. The motion was unanimously approved. The Finance commission will implement this update.

Vestry Person of the Day (VPOD) Procedure and Upcoming Audit – The Vestry discussed the upcoming audit to occur with a James Jordan representative attending our service on June 29. The intent of the audit is to observe the method for counting, documenting, and depositing Sunday church gifts in the plate, i.e., pledge checks, plate checks, plate cash and coins. Sr. Warden Diane Nivens created a more formalized checklist for counting and documenting offerings received at church - and this process was previously reviewed with fellow vestry members. Itemization of tasks included the counting team and process, deposit slip and bank deposit, recording keeping, audit documentation, and church financial oversight.

Diocesan Commitment – The Diocesan commitment for St. Margaret's is calculated by the budget numbers we provide to the Diocese. Our payment is based on taking a 3-year average of the past three budget years and applying a 10% allocation. Our budget was (slight rounding for this recap) of \$600,000 for 2022 /\$550,000 for 2023 / \$500,000 for 2024. The actual three-year average for \$549,420, making our amount due of \$54,942 for 2025.

- **Motion** – Clay Robinson made a motion to provide our calculated and required 10% to the Diocese. Julie Parrish seconded the motion. The motion was unanimously approved.

Check Signing Responsibilities and Bank Accounts – As a follow-up to items discussed at the Vestry meeting, Father Jeff shared details via email on July 3, 2025 regarding bank account and signing updates.

Per the recommendation of a previous audit, we learned that it isn't necessary to have a separate bank account for the Rector's Discretionary Fund. This discretionary fund can be accounted for as a designated fund, and when disbursements come from them, they can be made confidentially by the Rector's request to Jeana Langford who can cut a check.

Motion – Diane Nivens made a motion to close the Truist Rector's Discretionary account and to reflect this approved motion in June meeting minutes. Ryan Roenigk seconded the motion and all approved.

The Buildings and Grounds account needs new signers and the removal of current signatories.

Motion – Diane Nivens made a motion to add Pastoral Assistant for Administration Jeana Langford, Jr. Warden Clay Robinson, and Building and Grounds chair John Herman as new signatories on the Building and Grounds Truist account. Ryan Roenigk seconded the motion and all approved.

Pumpkin Patch Festival – Diane Nivens will send the SignUpGenious link with fellow vestry members to share with Commission leadership to encourage parish sign-ups. The sign-up period for pumpkin selling shifts is September 28 – October 31. Tutorial sessions for ringing up pumpkin sales on the provided tablet will be offered by Joe Kusick. In addition, a computer will

be on hand at the July 4 parade gathering for parish sign-up shifts. We also need volunteers to unload the pumpkins on 9/27/25. Special thanks to Diane Nivens and Tricia McClendon for coordinating sign-ups efforts.

Vestry Retreat –The offsite vestry retreat will occur the weekend of July 25 – 27 at Lake Wedowee thanks to the Watts family generously offering their lake home. A detailed agenda will be forthcoming as we embrace our time together seeking to create a new strategic plan steeped in recent CAT research feedback and findings. We look forward to this time of spiritual journey led by Father Jeff and retreat facilitator Sarah Fisher, rector of St. Catherine's, Marietta.

Sound System Upgrades in the Nave – Currently, we don't have any internal sanctuary speakers. We also have a need for additional microphones to enhance the worship experience – particularly during the readings and special music presentations. This need has been discussed in the past as an ongoing item of interest for consideration. Most recently, this item was initiated by several parishioners who have commented to the Rector on the wish to boost the spoken word segments of our worship service. Exploration to fulfill this need has occurred by Father Jeff procuring a cost estimate for Vestry discussion and review. The total investment would be \$5,476.17 to include two speakers, an amplifier, a mix with two mic and stereo inputs, 2 hanging choice mics, cables, hardware, etc.

- **Motion** – A motion was made by Clay Robinson to approve the associated cost for the sound system upgrades to be paid by funds available in the Building and Grounds budget. Diane Nivens seconded the motion. The motion was approved by the Vestry with one abstention.

Closing Prayer – Father Jeff closed the meeting with a prayer.

Respectfully submitted by Jami Bower on June 30, 2025; resubmitted on July 8, 2025.