

Meeting Minutes: St. Matthew's Vestry

May 17, 2026 | Location: Library

Present: Fr. Tim, Kenny Adkins, Mindy Barringer, Kim Beasley, Diane Eberhart, Scott Fisher, Sarah Koriath, Amanda Livermont, Dave Lott, Jan Nabors, Ted Sawyer, Bernie Waller, Wilhelmina Wilson

Absent: Carol Podeszwa

Start Time: Noon

Service

Birthday Cards completed by the group

Lunch

Provided by Scott and Ted

Opening Prayer

Fr. Tim opened meeting with prayer at 1:00 PM

Reflection

Provided by Jan

Approvals and Reports

Motion: Approve April 19, 2026 Vestry meeting minutes

Moved by: Diane

Seconded by: Ted

Outcome: Approved unanimously

Motion: Approve April 2026 Treasurer/Financial Report

Bernie: We are doing ok and stable with a small surplus YTD. We will have an evaluation of the need to make any adjustments to the Budget in July.

Moved by: Amanda

Seconded by: Kenny

Outcome: Approved unanimously

Motion: Approve Library HVAC replacement and ductwork job with Wall Heating and Air

Scott: Equipment is approved, and work will be complete in about 2 weeks.

Moved by: Ted

Seconded by: Wilhelmina

Outcome: Approved unanimously (This motion was made at a Special Vestry meeting held on May 13 via Zoom due to the emergency nature of the work.)

Old Business

Facility Rental Agreement Status Update – Dave

- Cleaning company owner Ms. Kelly will be renting the parish hall for her husband's birthday, and the company will do a deep clean prior to the event as a courtesy.
 - Fr. Tim: This act of service speaks volumes, the folks with the new cleaning company are very down to earth nice people.
- Question: Wilhelmina asked who provides us with air fresheners (church provides them), as she has noticed a bad smell in the main hallway. Scott also noticed the odor, and suggested that maybe the drains are dry, and possibly mineral spirits need to be applied. **ACTION: SCOTT will follow up with Building and Grounds.**

Preschool Financial Reporting Update – Dave

- We did receive 24-25 actual financials, and 25-26 budget and their bylaws.
- According to the bylaws, all assets of the Preschool would come to St. Matthew's if the school dissolved.
- The Preschool contributed a \$2500 donation to St. Matthew's in May.

June 7 Vestry Breakfast planning

- Carol and Scott will lead.
- Since we are in the summer, what to expect – ECW is doing a class that day. Trisha thought would be good to have only basics. Carol spoke with Trisha Voiles who gave her a basic breakfast menu as a starting point: Fruit, juice, donuts, hard boiled eggs or scrambled, bacon, sausage, grits.
- **ACTION: Carol** will coordinate a signup sheet and will email to group. This will include a signup for set-up/clean-up.
- Scott: Should we start recording the number of breakfast attendees? **ACTION Scott** will ask Trisha about this.
- Breakfast preparation typically starts at 8:00 AM.

Pumpkin Patch Fundraiser Update – Scott

- Beth Fisher is leading this event.
- We have received materials on how to have a successful event, how to set up, and many other details.
- Beth has an idea on how to staff – Scott will have more details at the June meeting.
- This event is on the master church calendar.
- We will need 110 palettes. We will need to consider storage.
 - Diane: Tile companies may have some. **ACTION: Amanda** knows a tile company and will check with them.

Rector Updates – Fr. Tim

- Thursday May 14 Worship Meeting

- The feedback on Youth Sunday and beyond: it was a great idea to have three consecutive Sundays of youth preachers. This event showcased our priorities with regards to our youth, and we should continue to include youth to add emphasis to the services.
- We will have 5 Adult Baptisms at Pentecost on May 24.
- Diocesan Confirmation on May 31st at 4:00 at the Cathedral
 - We have 15 participants attending.
- Licensed Lay Ministry
 - Caroline Bowen is going through a **licensed lay ministry** – through [Bexley Seaberry Seminary](#), this is a hybrid course (mostly on-line) for those who may not feel called to be ordained, but who want to participate in other ways. Caroline and Fr. Tim have a weekly meeting to review/reflect what she is learning. Caroline will be preaching the sermon on June 14.
 - A goal from our bishop is for churches to adopt the “lay-lead, clergy-supported” church model.
 - This program is a discernment program that you want to do as a service to the church. Caroline is doing Preaching and Worship Leader track.
 - For those interested, the first step is to reach out to Fr. Tim.
- Rich Morris has been accepted to [Emory’s Candler School of Theology](#).
- Torin Whitefleet is studying Hispanic ministries, and has been accepted into a master’s program at [Candler](#) as well.
- Fr. Tim will be attending the conclusion to the Adaptive Leadership Conference in Detroit, MI – he will be travelling with Bishop Wright. Fr. Tim noted that there are only 2 Episcopal priests in the cohort.
- We have had one response for youth minister position. Note that this position does not require the candidate to be Episcopalian. Please spread the word. [LINK TO POSITION](#)

New Business

Fundraising approval policy discussion – Dave

After conducting a review of our approval process the following was found in the Vestry minutes. In June 2024, it was noted that the vestry approved that all new fundraisers be approved via Long-range Planning, and then via the Vestry. Since the establishment of the Capital Campaign committee, the vestry decided in June 2025 that any profits made from general fundraising would go towards the current capital campaign (with the exception of the Youth Pancake Supper), but was silent as to the approval process for Capital Campaign Committee sponsored events. A discussion followed:

- Kim -- Concerns were raised regarding the impact of the policy on ministries such as ECW that do not receive funding from the church budget. Because ministries like ECW may rely on fundraising activities to support its ministry, discussion included a suggestion to consider possible exemptions.
- Bernie – We need to be consistent with where the money is originally designated. We need to be specific also, otherwise we lose credibility.
- Tim – We need to be mindful of the calendar for logistics, and mindful of other events and ministries.
- Dave – When reviewing the vestry minutes from 2025, the funds raised are approved to go towards the Capital Campaign, but the approval process of the fundraiser is still the vestry’s decision.
- Scott – we have been very diligent about communicating with Finance to ensure funds are credited to Capital Campaign.
- Pumpkin Patch is a low-risk fundraiser, and it is imperative that the vestry communicates this to the parish.

- Dave – In accordance with the Canons, a vestry has the authority and responsibility to approve fundraisers but can delegate this authority to the Capital Campaign committee.
- **ACTION: DAVE** will draft a new policy for fund-raising approval and will share back to vestry at June meeting.

Scott – Organ update

- June 29-30 Second voicing trip (play notes and tune the organ sequentially)
- Initially set price of old organ to \$25,000, one is at \$10,000. Matthew wants to reduce the price to \$20,000.
- Should we drop the price to \$15,000?
- Bernie: Whatever we get is going to be “gravy”, i.e., a profit.

Next Meeting

Next Meeting: June 14, 2026 (**NOTE CHANGE FROM PREVIOUSLY SCHEDULED JUNE 21 – FATHER’S DAY**)

June VPODs: Kim and Jan

June Vestry Corner: Sarah (due to Susan June 23)

Prayer Concerns and Thanksgivings

Closing Prayer

Father Tim

Adjournment

Meeting adjourned 2:30 PM

Submitted by Mindy Barringer, Vestry Secretary, May 28, 2026