

Executive Summary

St Philip's Episcopal Church
Vestry Meeting
February 17, 2011

Attendance:

Present were: Father Barry Kubler, Mo Beers, Bill Bittenbender, Linda Brinson, Bill Meiners, Debbie Evans, Tommy Harrelson, Jake Pfohl, and Tom Trivett.

Also, present: Wayne John, Treasurer and Dana Richardson, Clerk.

Absent were: Deacon Henrietta Williams (leave of absence), Tina Berne, Joan Hayes, John Reinsburrow, and Lorraine Richardson.

Father Barry opened the meeting at 6:00PM with a prayer

MINUTES

Minutes of the January 20, 2011 meeting were approved.

TREASURER REPORT

- The full Treasurer's Report is available in the church office.
- **Audit Committee**: Bill Meiners reported that an Audit Committee has been selected and will commence the audit of the 2010 books within a month and should be completed by this summer. Members of the Audit Committee are: John Kelleher, Jackie McNutt, Ann Newton, and Garth Edwards. Dick Lee and David Forsyth will participate as advisors.

Tom Trivett made a **MOTION**:

ACCEPT THE 2010 AUDIT COMMITTEE MEMBERSHIP.

Bill Meiners **SECONDED** the motion. Motion carried.

- **Parochial Report**: The 2010 Report of Episcopal Congregations and Missions (the Parochial Report) for St. Philip's Episcopal Church was reviewed.

Bill Bittenbender made a **MOTION**:

ACCEPT THE 2010 PAROCHIAL REPORT.

Mo Beers **SECONDED** the motion. Motion carried.

- **Diocese Funding Request**: An action from the Diocesan Convention was a request for an additional \$15 per week (\$780 for 2011) from each church to help the Diocese meet its budget.
 - The 2011 St. Philip's Church budget is projecting a surplus of \$11,000 and should be able to absorb this additional funding request.

Linda Brinson made a **MOTION**:

SUPPORT THE DIOCESE REQUEST FOR ADDITIONAL FUNDS FOR 2011 BY PROVIDING \$80 PER MONTH FOR TEN MONTHS (MARCH THRU DECEMBER) FOR AN ADDITIONAL CONTRIBUTION TOTALING \$800.

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Bill Meiners SECONDED the motion. Motion carried.

- **Rector's Housing Resolution**: The Diocese requires an annual resolution regarding the allowance for the rector's housing. The 2011 resolution is basically the same as previous years and has been updated to reflect the base pay reflected in the 2011 budget.

Tom Trivett made a **MOTION**:

ACCEPT THE 2011 RECTOR'S HOUSING RESOLUTION.

Linda Brinson SECONDED the motion. Motion carried.

SENIOR WARDEN – Mo Beers

- **Cell phones**: It has been noticed that cell phones are ringing during services. This disrupts those in proximity and is not appropriate during worship. Several options were proposed as ways to remind the congregation to turn off their cell phones during each service, the most plausible was:
 - Have the Ushers/Greeters remind the congregation when the bulletins are being handed out.**[Action 02-17-11-1- Senior Warden]**: Discuss with the Usher Captain (Gene Myers) direction for including notifying the congregation to silence their cell phones during the service as a function of the Ushers and Greeters.
- **VPOD Schedule**: The Vestry Person of the Day (VPOD) had three open periods following the retreat sign-ups: 9/4/11, 12/18/11 and 12/24/11 (10PM). Assignments were volunteered as follows:
 - 9/4/11 [Church] Tommy Harrelson
 - 12/18/11 [Church] Tommy Harrelson
 - 12/24/11 [10PM] Debbie Evans

JUNIOR WARDEN – Tom Trivett

- **Action Item- Emergency Management Assignment and Contacts**: **[Action 01-20-11-4]**: Investigating the requirements for protecting the grand piano in the church as well as the piano in the choir room. Assignments for the current vestry are still being determined.
- **Windows in Sanctuary**: Jon Tatum is being consulted about three windows in the sanctuary that are fogging and need replacement
- **Dirt**: The Men's Group challenge for \$1000 has been met and exceeded by the congregation. St Philip's has approximately \$2300 for dirt, grass seed and straw. There are no plans to irrigate the lot.
- **HVAC repairs**: Recent problems have been traced to circuit breaker failures. Failures are being fixed as they occur.

DEACON – Henrietta Williams (on leave of absence)

COMMISSIONS

CHRISTIAN EDUCATION – Tommy Harrelson

- The Christian Education Advisory Committee (CEAC) is hard at work and has a lot of energy. The following items were covered in its February 9, 2011 meeting:
 - Sunday School:

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- Attendance is up and remaining constant.
- Recognition dinner for teachers and volunteers is being planned for 22 May.
- CEAC is considering requiring background information on new Sunday School teachers but grandfathering current participants.
- Youth Activities:
 - Brooke Munroe will represent St. Philips at events in New York City and Minneapolis.
 - Twelve acolytes and two adult chaperones will participate in a Mid-May Diocesan Acolyte Festival in Nags Head.
- Adults: Two new adult-oriented programs were reviewed, Seekers and the Lenten Study Series which will focus on *Why Bad Things Happen do Good People*.

STEWARDSHIP – Bill Bittenbender & Bill Meiners

- **Committees:** In addition to the Audit Committee reported on earlier, all volunteers in the Stewardship categories were contacted [Action 12-11-10-8] and tentatively, subject to vestry discussion, assigned to committees as follows:
 - Insurance Audit Committee: Bryden Manning, Rick Pearce, Marv Hamer, Bill Crusey.
 - Endowment: John Kerr, Peter del Sol, Dan Sokoloski.
 - Strategic Planning Committee: Norm Wheeler, Ruth Smith, John Kelleher, David Forsyth, Tommy Harrelson, Ross Irwin.
 - Stewardship Committee: Bill Bittenbender, Bill Meiners, Ruth Smith, Peter del Sol, Marv Adkins, Jerry and June Simpson, Harriett Wheeler, Jan Weidemann, Jonathon Richmond.
- ***The Philippian Articles***
 - February: Stewardship statistics and comments
 - March: Two articles were submitted, one on Time and Talent and an outline summary of our budget

WORSHIP – John Reinsburrow

- **Interchurch Fellowship:**
 - Two training sessions have been held for parishioners interested in participation as greeters/ushers.
 - The choir is preparing for Evensong, scheduled for Sunday, March 13 (Wine and cheese following service).
 - Worship Committee Meeting scheduled for March 1st at 7:00 PM.
 - Carillon Services continue.

EVANGELISM AND OUTREACH – Tina Berne & Jake Pfohl

- February and March *The Philippian* articles related to Episcopal Relief and Development (ERD).
- Mike Burke is possible representative for Dominican Republic Diocesan relationship.
- Began recruitment process with calls and emails to recruit and develop leadership committee in the parish regarding support to ERD, Haiti and local poverty issues.
 - Planning formational meeting by early March.
- Spoke with Tanya to organize the Red Cross Blood Drive (March or May).
- Pat Prather is looking to find another person for the Interchurch Fellowship Committee.

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- Looking at creating a “Poverty Busters” Committee to work on issues in the local community.
 - Father Barry requested that the vestry be proactive in getting new members of the parish (those that have joined in the past three years) to get involved in committees.
- **[Action 02-17-11-2- E&O Commission]** Contact Natasha for a list of parishioners that have joined St. Philip’s in the past three years.
- Initiating an invitation to an African American church to attend a St Philip's Church function **[Action 01-20-11-6]**:
 - Considering inviting Dark Branch Baptist Church to attend the service at Brunswick Town on May 1st.
- White Elephant auction is being considered for next January.
 - Points of contact are Ida parker and Shay Watkins.

PASTORAL CARE – Lorraine Richardson & Joan Hayes

- Newcomers Social has been scheduled for Sunday, 15 May.
- Updated Neighborhood Team Listings for January forwarded to Team Leaders.
- Team Leader Meeting has been scheduled for Thursday, 24 February.
- New Members Planning meeting held 4 Feb with returning committee member (Dave Edwards) from last year.
 - Discussed recruitment of new members and carry over items from 2010.
 - All individuals contacted have agreed to participate.
 - Awaiting name from Women’s Group.
- Parish Pictorial Directory – Ricky Evans and Libet Grimes have offered their services.
- Lorraine and Joan are to attend Stephen Minister training on Thursday, February 24th to learn about resources outside of the church.

SERVICE – Linda Brinson & Debbie Evans

- **2011 Goals:** (check mark = complete)
- ✓ Contacting all volunteers identified on the Time & Talents surveys **[Action 12-11-10-8]**.
- ✓ Identify a volunteer to lead the Quick Response Team (QRT) for memorial receptions.
- ✓ Host Inter-Church Fellowship Luncheon.
- Contact has been made with those indicating on their time and talents survey wanting to assist the Service Commission with our 2011 events. We are now in the process of scheduling for those events.
- Next scheduled event will be the Lenten Service luncheon on March 30th at the Southport Community Building.

OLD BUSINESS

- **Review Action Items:** Items determined to be closed.
 - 12-11-10-3: Use of Restricted Funds.
 - 12-11-10-5: Appoint Financial Audit Committee.
 - 12-11-10-6: Appoint Insurance Audit Committee.
 - 01-20-11-1: Footnote budget with contents of Miscellaneous Receipts and Compensation accounts.
 - 01-20-11-2: Treasurer coordination with Vestry.

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- 01-20-11-5: Form Assistant Priest Committee.

NEW BUSINESS

- **May Celebration of History**: “Building a Future” – the intent is to celebrate our history as a background for moving forward.
 - Appoint a committee to plan the dinner and get speakers. [Action 2-17-11-3- Senior Warden]
 - Father Barry will invite former rectors to attend the celebration. [Action 2-17-11-4 - Father Barry]
 - Locate former members who have moved from the area and invite them to attend the celebration. [Action 2-17-11-5- May Celebration Committee]
 - Vestry approved to move forward.
- **Resolution**: Bishop Clifton Daniel, 3rd thanks the vestry for its resolution on the proposed Anglican Communion Covenant. It is being forwarded to the Executive Council

OTHER BUSINESS

- **Church Calendar** – Lent & Easter (6AM service on Easter)
 - No Saturday evening vigil service this year.
- **Anti-racism training**: Subject training will be held on Saturday, February 26th from 8:30AM to 4PM in the Parish Hall. 7 or 8 of the Vestry are enrolled.
- **Next Meeting**: Due to St. Patrick’s Day falling on the next scheduled Vestry meeting date, the next meeting will be held on Tuesday evening, March 15th.

The meeting was adjourned at 7:54PM with the Lord’s Prayer.

Respectfully submitted: Dana Richardson, Vestry Clerk