

**St. Philip's Episcopal Church
Vestry Meeting
August 15, 2017
Minutes**

Present: Ruth Smith, *Sr. Warden*, Bill Bittenbender, *Jr. Warden*, Maitland Barnes, Bill Carney, Mike Chase, Barbara Edwards, Geoff Gersen, Dana Richardson, Jennifer Williams, Marty Younts, Canon Jim Hanisian, *Priest-in-Charge*; Fr. TJ Tetzlaff, *Assistant Priest*

Absent: Maryann Darzano, Fallon Pearce, Bob Fuchs, *Treasurer*, Ray DiGuissepe, *Chancellor*

Ex Officio: Janet Fox, *Clerk*

Opening Prayer. Canon Jim opened the meeting with a prayer at 5:30 p.m.

Opening Devotion. Dana Richardson

Approval of July 18 Meeting Minutes. The minutes were unanimously approved.

Treasurer's Report.

Treasurer's Report to Vestry
August 15, 2017

Operating Budget	YTD Actual	YTD Budget	YTD Variance	2016 YTD Actual	YTD Actual vs. 2016	Annual Budget
Revenues						
Pledges	217,040	227,921	-10,881	198,613	18,427	400,000
Flower Revenue	2,840	2,625	215	2,575	265	4,875
Identified Offerings	40,731	39,920	811	52,706	-11,975	70,060
Loose Plate	7,457	6,838	620	6,769	688	12,000
Parish Hall Rental	615	630	-15	550	65	1,080
Miscellaneous Receipts	7,524	6,268	1,257	8,670	-1,145	11,000
Unbudgeted Revenue	3,827	0	3,827	0	3,827	0
Total Revenues	280,035	284,202	-4,167	269,883	10,152	499,015
Expenses						
Parish Staff	160,176	162,282	2,106	137,057	23,119	283,061
Christian Education and Youth	631	2,095	1,464	572	59	6,270
Music	2,063	2,765	702	1,433	630	3,915
Outreach	432	6,100	5,668	563	-131	6,775

Property	46,177	49,265	3,088	53,337	-7,160	85,421
Administration	66,744	58,826	-7,919	67,346	-602	101,358
Worship	7,640	6,395	-1,245	6,998	642	12,210
Unbudgeted Expense	12,474	0	-12,474	0	12,474	0
Total Expenses	296,337	287,728	-8,610	267,306	29,031	499,011
Net Total	-16,303	-3,526	-12,777	2,577	-18,879	4

Accounts	12/31/2016 Balance	End of Month Balance
Checking Account	92,141	51,405
Rector's Discretionary Account	13,344	15,815
Investment Accounts	519,984	566,707
Women's Group Investments	11,536	18,372
Total	637,005	652,299

Loans	12/31/2016 Balance	End of Month Balance
Mortgage Payable	226,157	217,435

YTD Total Revenues is \$4,167 under budget. Pledge revenue is \$10,881 under budget.
YTD Total Expenses is \$8,609 over budget.
YTD Net Total (revenues minus expenses) is \$12,776 negative.

\$9,616 was spent on unbudgeted church wish list items. This year, \$3,827 was donated for these purposes in addition to the \$4,316 collected in 2016. \$1,473 more was spent than was collected. Memorial Funds (undesignated) temporary restricted funds were used to cover the excess.

\$4,081 more was required to complete payments to Rev. Finnerud than was available in the Assistant Priest temporary restricted fund. The excess amount is included in Unbudgeted Expense in the operating budget.

The mortgage refinance was finalized on August 2. The outstanding balance shown is from the old mortgage.

Respectfully submitted,
Bob Fuchs
Treasurer

The Treasurer's Report was unanimously accepted.

Follow-up from Reorganization Meeting. Canon Jim announced:

- That there would be no further SWEEPS reports to the Vestry from Vestry members. Rather, Vestry members will be in consultative relationships with heads of the various Ministry Boards.
- That Canon Jim's job changes as of now, from leader to coach.
- That heads of four Ministry Boards have accepted their call.
 - **Worship Board** - Ricky Evans, *Chair*; Bobbie Fuchs, *Communicator*.
 - **Outreach Board** - Jimbo Smith, *Chair*; Betty Rupp, *Communicator*.
 - **Faith Formation Board** - Nan Bush, *Chair*, Tom Griffin, *Communicator*
 - **Facilities and Finance Board** - Bob Stenhouse, *Chair*; Don Halbert, *Communicator*.
- That the first individuals suggested for Chair and Communicator of the **Parish Life Board** were unable to accept. (Additional names were then suggested and Vestry members agreed to be in touch with them.)
- That the next task in reorganization is for the Ministry Boards to meet and get to work.

Strategic Plan. Ruth confirmed that the composition of Vestry-led strategy teams is as follows:

- **Stewardship.** Bill Carney, *Chair*, Janet Fox, Geoff Gersen.
- **Personnel.** Dana Richardson, *Chair*, Jennifer Williams, Marty Younts
- **Building:** Bill Bittenbender, *Chair*, Maryanne Darzano, Fallon Pearce
- **Faith Formation;** Maitland Barnes, *Chair*, Mike Chase, Barbara Edwards

In response to a question about why the Vestry Clerk was on a team when there are 12 Vestry members, it was explained that the Senior Warden is Captain of all the teams, and that people other than elected Vestry members may be asked to serve on strategy teams.

Ruth distributed forms on which the strategy teams will document their plans. As plans are completed or discarded, they are to be replaced by new plans, with the idea of always

looking forward rather than resting on laurels. Each plan will be graded and updated as Green, Yellow or Red, so that all Vestry members can see what kind of progress is being made. The plans will be the basis of discussion at future Vestry meetings.

Newcomers Discussion. Practices for welcoming and incorporating newcomers to St. Philip's will be developed by the Parish Life Board. Vestry discussed questions and issues for consideration:

- Some people who are church shopping like to identify themselves; others do not.
- What response is made to visitors who fill out the cards in the pews? Who gets in touch with them? Does anyone? Who should?
- Visitors and newcomers are two different groups. How should each be greeted and welcomed?
- Ushers at St. Philip's have the added responsibility of being Greeters. Is this realistic, or should they be two separate groups?
- Is it the responsibility of the whole congregation to be welcoming, or is this a job for a committee?
- There are usually several decision points leading up to joining a church. How can St. Philip's respond and facilitate the transition?
- Do we have, or desire to have, expectations of church members, as to attendance, participation in ministries, and financial stewardship? If so, who should communicate these expectations? Clergy? Lay people?
- Where is God in how we embrace newcomers?

Adjournment. There being no further business to come before the Vestry, there was an Attitude Check, followed by a closing prayer by Fr. TJ. The meeting was adjourned at 6:59 p.m.

Respectfully submitted,
Janet Fox, *Clerk*