

**St. Philip's Episcopal Church  
Vestry Meeting  
October 17, 2017  
Minutes**

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

*Ex Officio:* Janet Fox, *Clerk*, Bob Fuchs, *Treasurer*

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

**Opening Devotion.** Jennifer Williams

**Approval of September 19 Meeting Minutes.** The minutes were unanimously approved.

**Treasurer's Report.**

Treasurer's Report to Vestry  
September 19, 2017

Operating Budget	YTD Actual	YTD Budget	YTD Variance	2016 YTD Actual	YTD Actual vs. 2016	Annual Budget
<b>Revenues</b>						
Pledges	240,306	259,426	-19,120	219,877	20,429	400,000
Flower Revenue	3,215	2,925	290	2,855	360	4,875
Identified Offerings	44,421	45,439	-1,018	59,224	-14,803	70,060
Loose Plate	8,240	7,783	458	8,182	58	12,000
Parish Hall Rental	710	720	-10	590	120	1,080
Miscellaneous Receipts	8,112	7,134	978	10,284	-2,172	11,000
Unbudgeted Revenue	3,827	0	3,827	0	3,827	0
<b>Total Revenues</b>	<b>308,832</b>	<b>323,427</b>	<b>-14,595</b>	<b>301,013</b>	<b>7,819</b>	<b>499,015</b>
<b>Expenses</b>						
Parish Staff	176,873	186,921	10,048	153,415	23,458	283,061
Christian Education and Youth	631	2,130	1,499	572	59	6,270
Music	2,063	2,765	702	1,673	390	3,915
Outreach	488	6,200	5,712	563	-75	6,775
Property	51,938	55,094	3,156	63,656	-11,718	85,421
Administration	79,250	65,561	-13,689	75,526	3,724	101,358
Worship	8,802	7,745	-1,057	8,148	654	12,210

Unbudgeted Expense	12,474	0	-12,474	0	12,474	0
Total Expenses	332,520	326,417	-6,104	303,553	28,967	499,011
Net Total	-23,689	-2,990	-20,699	-2,540	-21,149	4

<b>Accounts</b>	<b>12/31/2016 Balance</b>	<b>End of Month Balance</b>
Checking Account	92,141	49,175
Rector's Discretionary Account	13,344	15,615
Investment Accounts	519,984	570,291
Women's Group		
Investments	11,536	18,372
Total	637,005	653,452

<b>Loans</b>	<b>12/31/2016 Balance</b>	<b>End of Month Balance</b>
Mortgage Payable	226,157	220,250

YTD Total Revenues is \$14,595 under budget. Pledge revenue is \$19,120 under budget. YTD Total Expenses is \$6,104 over budget. YTD Net Total (revenues minus expenses) is \$23,689 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.

A \$3,150 payment was classified as miscellaneous expense instead of being from a temporary restricted account. This inflated expenses by the check amount. It will be corrected next month.

Journal entries were entered to reflect the mortgage refinance.

Respectfully submitted,  
Bob Fuchs  
Treasurer

The Treasurer's Report was accepted unanimously, after which Canon Jim raised the question of what the Treasurer's role would be under the new structure of St. Philip's. He

said that Bob Fuchs had agreed to serve another year, and that the Treasurer could become a member of the Vestry or could continue in an ex officio capacity.

**Strategy Plans Review.** Ruth had received the reports of the four Vestry strategy teams. Bill Bittenbender commented on potential plans for moving the Carr-Jorgensen House, and said that the Capital Campaign for the new parish hall would begin in January. Maitland stated that determination of creation or continuation of youth programs would depend on meetings with stakeholders.

**January 2018 Retreat.** The retreat will be January 5 and 6, at the same location in Myrtle Beach where the retreat was held last year. Cost will be \$177 per person, to include dinner, breakfast, lunch and a single room.

Canon Jim said he would like the report to focus on the future of St. Philip's as opposed to tasks.

**Vestry Discussion.** Bill Bittenbender led a discussion of changes happening at the parish. He said the questions he gets most often have to do with the search for a Rector. He said there will be a meeting with Canon Matt Stockard, and then the process of gathering names for the search committee would begin. It's unlikely that the search committee would begin meeting before January, and then there would have to be announcements and advertising of the position. Ruth commented that it is unlikely that a Rector would be called by this time next year.

Members had questions about their new role, and about the ministry boards., and about communication between the two levels of leadership. It was clarified that the Communicators of the ministry boards will send their meeting notes to the Vestry.

**Other Business.** The date of the November meeting was changed to November 28.

Canon Jim reiterated that he will have no role in the Rector search, and that the proceedings of the search committee will be confidential.

**Adjournment.** Following an attitude check and a closing prayer by Fr. TJ, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,  
Janet Fox, *Clerk*