

Present: Bill Bittenbender, Bob Fuchs, Fr. Eric Mills, Don Halbert, Jim Belvin, Ruth Smith, Bryan Wester, Margaret Bearden

Following a prayer by Margaret Bearden, the following items were discussed and/or decided:

- The June minutes had been previously approved via email. A motion to approve as written was seconded and approved. The minutes have been posted on the website.
- Bob Fuchs reviewed the year-to-date budget and expenses, noting that total revenues are now under budget for the year. YTD pledge revenue is approximately \$4,000 under budget. Expenses continue to track under budget at nearly \$52,000, primarily due to lack of normal activities and the empty assistant priest allocation. Bob had emailed board members the results of the auditor's report, which had revealed no issues. We saved money by using a diocesan auditor. Bob was complimented for his work as Treasurer. The auditor's letter will be forwarded to the Vestry. Bob noted that our bank, CresCom, has been sold to the United Bank and we will need to adjust our processes as that transaction is completed.
- Margaret Bearden reported that the Vanguard Balanced Index Fund (Outreach Endowment in this Fund) has returned a positive 2.2% year-to-date, and the Vanguard Federal Money Market Fund is currently yielding 0.11% (Capital Campaign and other short-term accounts are in this Fund). There was discussion regarding the low money market yield, but it was decided to make no changes in these 2 portfolios.
- Ruth Smith reported that the Stewardship Committee has established three groups: Education, Communication and Pledge Campaign. For the pledge campaign, Ruth noted that the first letter to the parish will go out in mid-July via our email service, with the second letter by mid to late July. By October 4, a third letter will be mailed to parishioners with pledge cards included. Ingathering is scheduled for November 1, All Saints Day. Reminders to members who have not responded will go out November 15, and a serious follow-up will happen after Thanksgiving, and the campaign will be complete by the first Sunday in December, the date of our Annual Meeting. Bob will prepare a preliminary estimated budget with input from 'budget owners' by mid-August to be used for setting goals for the Pledge Campaign.
- Bryan Wester, for Building and Grounds, discussed a small refrigerant leak in the Chapel HVAC system. New refrigerant has been added for a temporary fix. He

has received two bids, one to repair for ~\$3522 and the second to replace the system for ~\$6,400. It was decided to repair for the lower estimate. Also, it was decided to offer Brunswick Town the opportunity to conduct digging for artifacts in the former Carr-Jorgenson site before construction begins on our new Parish Hall. An August 15 deadline for any digging will be mandated. Bryan also noted that the main church building's fire alarm link to the cell tower is not currently working, due possibly to the cell tower's having been hit by lightning during a recent storm. Two other issues were discussed—a toilet issue in the women's bathroom in main church building needs correcting and a sewage leak from former Carr-Jorgenson building which was discovered to be tied into a line from the post office has been corrected. Bryan also noted that there is still a leak in the bell tower of the main church building. We continue to look for additional help in building maintenance, since it can be seen that Bryan has had to dedicate substantial time across all these issues.

- Bill Bittenbender is waiting to hear back from both CresCom and the Mission Investment Fund regarding loan packages for the new Parish Hall. The Urban contract was reviewed by Ray DiGuiseppe and Bill is working on new wording in several areas. Groundbreaking is targeted for August 24. Re-titling to the Diocese of three lots held improperly in St. Philip's name is in process. Bill is working on a Vestry resolution to approve changes and to be submitted to the trustees of the Diocese for their approval to move forward with construction.
- Bill also updated the board on the new chapel doors, the cost of which is being covered by insurance as part of our hurricane damage allocation. Installation will be made pro bono by Mark Williams, David Forsyth and Bill Tomz. A payment of \$25,000 is due Jenkins Construction for the removal of the Carr-Jorgenson building as well as \$2623 for a contract mod to upgrade the Chapel roof to metal in place of asphalt shingles.. We have been paid 80% of the Golden Leaf award, with the remaining 20% to be paid once all insurance monies have been
- utilized.
- Father Eric announced that Fr. Jeff Krantz has been hired part-time for one year to assist with pastoral care. Father Eric has changed his days off to Thursday and Friday, beginning in August.
- Fr. Eric closed the meeting with a prayer at 1:05 pm.