

Present: Jim Belvin, Bill Bittenbender, Bob Fuchs, Don Halbert, Canon Jim Hanisian, Ruth Smith

Guests: Frank Darzano

Absent: Bob Stenhouse

Following an opening Prayer, the following items were discussed and/or decided:

- The minutes from the previous meeting were accepted by unanimous vote.
- Frank Darzano presented a non-budgeted request of ~\$1100 for new lawn maintenance equipment for the volunteer Groundskeepers. Following discussion the Board approved \$800. The Board also sincerely thanks Frank and the Groundskeepers for their much-appreciated work on behalf of St. Philips.
- Don Halbert discussed edits to the superseded Appendix A Policy for Accepting Gifts that may be incorporated as guidelines for the newly approved Appendix A. Don will provide his edits to the Board, to be discussed at the next meeting.
- It was agreed that the Communicator will create an F&F Board Document Book that will contain all approved Policies, Guidelines and recommendations. This book will provide continuity going forward.
- The Treasurer provided February monthly reports. Year to Date we are \$21K favorable to budget. The Treasurer will provide an analysis at the next meeting as to specifically where the favorability is, and provide projections for budget favorability or unfavourability at the next meeting. This will allow the Board to determine how to cover items like the unbudgeted expenses approved for the Groundskeepers.
- Each Ministry on the F&F Board gave a brief update/report.
 - Bill Bittenbender presented BPFE (Fire Protection) findings from the recent inspection. These findings require an unbudgeted spend of \$1500 to keep St. Philips out of violation. This spend was approved.
 - Bill also presented an unbudgeted request for \$1800 for an additional AED (Defibrillator) to be placed in the Parish Hall. It was agreed that this was a important purchase, but approval will await the Treasurers favorability report next month.
- The diocese approved our request for an audit to be completed by a Diocesan Contract Auditor for 2017. We are required to have a full audit performed every three years.
- As agreed by all parties, the Mission Fund has been moved out of Finance and Facilities and moved under the Outreach Board.
- Richard Alt and Margaret Bearden have agreed to serve on the Investment sub-committee with Bob Stenhouse.
- The next board meeting is scheduled for Tuesday April 10 at 11:00.
- The Meeting was closed with a prayer.