

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

Following a prayer by Don Halbert, the following items were discussed and/or decided, during a Zoom meeting:

- The October 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 pledges are approximately \$26,000 under budget with total revenues approximately \$48,000 under budget. Identified offerings are even with budget. After paying off the current mortgage from Cash Reserves, parish expenses are approximately \$63,000 over budget.
- Bob presented his most recent proposed budget for 2021. After discussion it was noted that adjustments needed to be made in order to balance the budget. After Bob proposed a couple of changes, a motion for F&F to accept the budget and refer the adjusted budget to the vestry for their approval was seconded and approved.
- Ruth Smith and the Stewardship Committee have made personal thank you phone calls to all parishioners who have made their 2021 pledges, and will begin contacting parishioners who have not yet made their pledges. Approximately 63 families who pledged in 2020 have not responded to date. Noting that the pandemic may have made pledging more difficult, the board suggested that the Committee make available pledge cards through a link to the treasurer's St Philip's email address in order to facilitate receipt of pledges.
- From Bill Carney: Final mortgage documents are being prepared for the new parish hall and administrative offices. Now that we have a signed contract for the parish hall, efforts to close the Golden Leaf grant have been initiated.
- Bryan Wester reported that fire protection upgrades have now been completed by our vendor for the chapel and parish hall. A new strobe and alarm have been installed on the second floor of the building, and new fire alarm boxes have been installed in the corridor between the parish hall and chapel. It was noted that instructions on proper use of the system will be displayed and available and that only the Fire Department personnel are permitted to silence an active alarm. In order to complete the fire safety portion of the recommendations from the Safety and Security Committee, a new control box is scheduled to be installed in the

main church to replace outdated equipment. It was also noted that a steel door with a window salvaged from the Carr-Jorgenson House will replace the back entrance door of our temporary offices and another eight steel doors are in storage for use in the new parish hall.

- Margaret Bearden reported that the Vanguard Balanced Index Fund (Outreach Endowment is in this Fund) has returned a positive 10.2% year-to-date, and the Vanguard Federal Money Market Fund is currently yielding 0.03% (Capital Campaign and other short-term accounts are in this Fund). No changes are recommended.
- Bill Bittenbender, for the Building Committee, noted preliminary activity will begin this week with the erection of a fence and leveling of the construction site. Permits have been filed and approved and we are set for construction to begin. Susan Carney will be the publicist for the construction and will be providing updates through the weekly e-news.
- In other business, the 2021 Stewardship Committee will be emphasizing different ministries in order to offer opportunities for year-round stewardship. Bob Fuchs noted that counters (2 in a team) should be one of the areas identified. There are currently four teams in place with spousal teams temporarily being used during the pandemic. The F&F Board will suggest Building and Grounds, the Endowment Fund, and the counting ministry as areas to emphasize.
- Fr. Eric closed the meeting with a prayer at 9:15 am.