

**St. Philip's Episcopal Church**  
**Vestry Meeting**  
**January 5, 2020**  
**Minutes**

*Present:* Fr. Eric Mills, *Rector*, Bill Carney, *Sr. Warden*, Maitland Barnes, *Jr. Warden*, Paul Miller, Deborah Jordan, Tom Griffin, Allen Feezor, Jennifer Williams, Harry Singley, Maitland Barnes, Dana Richardson, Liz Halbert, Bill Bittenbender, Holly Meiners, Dave Ham, Mike Chase, Steve Russell

*Absent:* Debbie Evans

*Ex Officio:* Bob Fuchs, *Treasurer*, Margaret Bearden, *Clerk*

**Opening Prayer.** Fr. Eric opened the meeting at 9:00 am with a prayer.

**Nominations.** Fr. Eric nominated Bill Carney as Senior Warden; Bill Carney nominated Maitland Barnes as Junior Warden, Bob Fuchs as Treasurer, and Margaret Bearden as Clerk of Vestry. A motion to accept these nominations was seconded and approved.

**Introduction of New Vestry Members.** Fr. Eric introduced Mike Chase, Steve Russell, Holly Meiners and Dave Ham and thanked retiring Vestry members Dana Richardson, Jennifer Williams, Bill Bittenbender and Allen Feezor. Fr. Eric announced the schedule for Vestry meetings (third Tuesday of the month at 5:30 to 7:00 pm.)

**New Resolution Presented.** Bill Bittenbender will continue to oversee business relating to the construction of the new Parish Hall. He asked the Vestry to approve a resolution, relating to his role as Chair of the Parish Hall Building Committee, that would allow him to enter into contracts. A motion to adopt the resolution was seconded and approved. The resolution is attached to this document.

**Reconstruction Update.** Bill Bittenbender reported that a walk-through of the chapel and sanctuary with Jenkins Construction was planned for this week in order to develop a punch list for any remaining reconstruction issues.

**Strategies.** Fr. Eric expects one or two current strategies will be wrapping up, and looks to propose a new strategy to explore ideas for a third service. He also asked that ideas for new strategies be suggested by Vestry members.

**Closing Prayer.** Fr. Eric offered the closing prayer.

A motion to adjourn was seconded and passed, and the meeting adjourned at 9:40 am.

Respectfully submitted,

Margaret Bearden, *Clerk*

#### Vestry Resolution Effective 1/1/2020

William Bittenbender is appointed by the Vestry of St. Philip's Church as Chair of the Parish Hall Building Committee. He is authorized to negotiate on behalf of the Vestry with architects and contractors selected to build our new Parish Hall and make appropriate commitments as required.

Mr. Bittenbender will consult with the Finance and Facilities Board regarding terms, conditions and proposed costs prior to finalizing any agreements. He will report to the F&F Ministry Board and Vestry regarding significant issues and will seek approval for the overall contract forms and amounts. He will prepare the necessary case work to gain approval of the Bishop and Standing Committee of the East Carolina Diocese to commit and contract for necessary financing to construct the new building.

Mr. Bittenbender will continue his duties to complete the hurricane restoration work as a result of Florence and will provide a final report to the F&F Ministry Board and the Vestry.