

**St. Philip's Episcopal Church  
Vestry Meeting  
June 16, 2020  
Minutes**

*Present:* Fr. Eric Mills, *Rector*, Bill Carney, *Sr. Warden*, Maitland Barnes, *Jr. Warden*, Paul Miller, Debbie Evans, Deborah Jordan, Tom Griffin, Harry Singley, Liz Halbert, Holly Meiners, Dave Ham, Mike Chase, Steve Russell

*Guests:* Lorraine Beamer

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

**Opening Prayer.** Fr. Eric opened the meeting via Zoom with a prayer.

**Minutes.** The May minutes had previously been approved via e-mail.

**Treasurer's Report.**

**Treasurer's Report to Vestry  
June 16, 2020**

Operating Budget	2020 YTD Actual	2020 YTD Budget	2020 YTD Variance	2019 YTD Actual	YTD Ac- tual vs. 2019	2020 FY Budget
<b>Revenues</b>						
Pledges	241,516	240,648	868	222,495	19,021	565,000
Flower Revenue	525	3,425	-2,900	3,025	-2,500	8,025
Identified Offerings	18,154	17,037	1,117	10,411	7,743	40,000
Loose Plate	2,262	4,474	-2,212	3,617	-1,355	10,504
Parish Hall Rental	300	275	25	325	-25	660
Miscellaneous Receipts	2,153	8,000	-5,847	6,178	-4,025	15,000
Unbudgeted Revenue	0	0	0	0	0	0
<b>Total Revenues</b>	<b>264,910</b>	<b>273,859</b>	<b>-8,949</b>	<b>246,051</b>	<b>18,859</b>	<b>639,189</b>

Expenses

Parish Staff	142,290	152,978	10,688	161,541	-19,251	403,124
Administration	10,316	13,006	2,690	12,823	-2,507	34,118
Property	28,140	34,050	5,910	28,973	-833	86,550
Vestry	26,079	35,106	9,027	27,718	-1,639	71,028
Faith Formation	435	1,575	1,140	1,062	-627	4,500
Outreach	2,500	3,000	500	4,365	-1,865	6,000
Parish Life	108	2,783	2,676	1,377	-1,269	6,950
Pastoral Care	249	1,196	947	766	-517	2,600
Worship	3,942	7,920	3,978	2,908	1,034	18,834
Unbudgeted Expenses	0	0	0	0	0	0
Total Expenses	214,058	251,614	37,556	241,534	-27,476	633,704
Net Total	50,852	22,245	28,607	4,517	46,335	5,485

<b>Loans</b>	<b>End of Month Balance</b>	<b>12/31/2019 Balance</b>	<b>Change</b>
Mortgage Payable	166,907	174,417	-7,510

Through May, St. Philip's has received \$865,336 of the \$1,374,617 pledged during the capital campaign for the new parish hall. Capital campaign pledges will continue to be paid through 2022.

Activities for the 2019 audit are postponed during the pandemic quarantine.

Respectfully submitted,  
 Bob Fuchs  
 Treasurer

Bob noted that pledge revenue is barely above budget and total revenues are almost \$9,000 under budget. We have received several full-year pledges to

date as well as additional contributions which have kept total revenues closer to YTD budget. Reduced spending this year has resulted in approximately \$50,000 more in revenues over expenses. \$7,000 has been budgeted for our audit, and we expect that to be less by using a diocesan-approved auditor. Suspension of normal church activities and the unfilled position for an assistant priest have lowered our expected expenses. Bob presented an analysis of pledge receipts and expectations for the full year. While having 23 parishioners pay their full year pledges through May is good, we need the parishioners who are behind on their pledges to make up their underage and pay their full pledge by the end of the year or we will not meet our revenue budget. After discussion, a motion was seconded and approved to receive the treasurer's report.

Senior Warden. Bill Carney disclosed that the demolition of the Carr-Jorgenson House is scheduled for Thursday or Friday of this week, weather permitting. We are still waiting for final construction numbers from Urban for the new parish hall. When that estimate is received, we can proceed with loan applications. The total mortgage amount has not been determined at this point.

**Strategies.** The Campus Use strategy will be meeting next week. The Inreach strategy is planning a five-question survey via email to help determine the needs within the parish. The Policies & Procedures task force has been reviewing past documents, minutes and customaries.

**Safety & Security.** Fr. Eric and the wardens have cited the following concerns regarding implementation of the S&S Committee's recommendations:

- 1) We expect to have a larger mortgage;
- 2) Having been unable to hire a graduating seminarian as assistant priest, we now expect to hire a more experienced priest at a higher salary and benefits than that of a seminary graduate;
- 3) There are significant unknowns regarding the COVID-19 pandemic;
- 4) We currently are operating with a budget that had expenses reduced

because of insufficient revenue and lack the funds necessary to fund the recommendations.

There was discussion of fire protection for the chapel/parish hall building, as well as security measures for the current parish office. There is a plan to keep the parish office locked, with prior appointments necessary for entry.

Liz Halbert presented a motion to move forward with fire protection for the chapel/parish hall and delay implementing the remainder of the S&S recommendations until we emerge from the pandemic and have a better understanding of how our finances will recover. The motion was seconded and approved. Bill Carney emphasized that this was a delay, not a rejection of the recommendations.

With the presentation of this package, the S&S Committee has completed its initial tasking and charter. We are extremely thankful for the dedicated work the members of this committee have invested in researching and recommending the actions and plans St. Philip's need to employ for the good of the parish. Members of this committee, Bob Wright (Chair), Rich Alt, and Dana Richardson.

**Junior Warden.** Maitland Barnes reported that we were able to donate the lower level Anderson windows and a toilet from the C-J House to Habitat for Humanity.

**Rector.** Fr. Eric announced that he has contacted the majority of members in the directory, with the exception of those who he has otherwise seen or visited with since the pandemic began. Also, he plans to take a 2-week vacation at the end of July. Fr. Bill Eberle will fill in during this period. Fr. Eric is changing his sabbath and study day to Thursday and Friday, beginning August 1.

The search for an assistant priest has been delayed due to the pandemic. Fr. Jeff Krantz has agreed to assist with pastoral care on a quarter-time basis. Fr. Jeff will focus on pastoral care and work chiefly on Thursday and Friday

each week. This arrangement include a letter of agreement coordinated with Fr Jeff, St Philip's and the Bishop. Length of service will be limited to no more than one year, or until an assistant priest is hired (whichever comes first).

**Closing Prayer.** After a prayer by Fr. Eric, a motion to adjourn was seconded and approved, and the meeting adjourned at 7:00 pm.

Respectfully submitted,

Margaret Bearden, *Clerk*