

**St. Philip's Episcopal Church  
Vestry Meeting  
June 19, 2018  
Minutes**

*Present:* Ruth Smith, *Sr. Warden*, Bill Bittenbender, *Jr. Warden*, Bill Carney, Geoff Gersen, Jennifer Williams, Maitland Barnes, Allen Feezor, Harry Singley, Paul Miller, Canon Jim Hanisian, *Priest-in-Charge*

*Absent:* Maryann Darzano, Fallon Pearce, Fr. TJ Tetzlaff, *Assistant Priest*, Bob Fuchs, *Treasurer*

*Ex Officio:* Margaret Bearden, *Clerk*

**Opening Prayer and Devotion.** Canon Jim opened the meeting with a Bible verse and study at 5:30 p.m.

**Approval of May 15 Meeting Minutes.** The minutes were approved.

**Treasurer's Report.**

Treasurer's Report to Vestry  
June 19, 2018

Operating Budget	2018 YTD Actual	2018 YTD Budget	2018 YTD Variance	2017 YTD Actual	YTD Ac- tual vs. 2017	Annual Budget
Revenues						
Pledges	197,926	188,100	9,826	157,151	40,775	461,700
Flower Revenue	3,350	2,450	900	2,315	1,035	5,900
Identified Offerings	34,697	28,519	6,178	29,179	5,518	70,000
Loose Plate	3,305	5,036	-1,731	5,477	-2,172	12,360
Parish Hall Rental	380	450	-70	425	-45	1,080
Miscellaneous Receipts	6,926	6,135	791	7,021	-94	13,135
Unbudgeted Revenue	0	0	0	3,827	-3,827	0

Total Revenues	246,584	230,689	15,895	205,394	41,190	564,175
Expenses						
Parish Staff	90,953	103,984	13,031	114,466	-23,514	305,553
Administration	18,853	16,280	-2,573	23,111	-4,258	39,640
Property	34,424	31,819	-2,605	34,880	-456	84,807
Vestry	30,071	29,890	-181	25,408	4,663	91,746
Faith Formation	24	4,100	4,076	631	-606	9,050
Outreach	1,750	3,917	2,167	176	1,574	9,400
Parish Life	1,752	3,377	1,625	109	1,643	6,482
Worship	4,144	7,060	2,916	7,416	-3,273	17,495
Unbudgeted Expenses	0	0	0	9,637	-9,637	0
Total Expenses	181,970	200,426	18,456	215,835	-33,865	564,173
Net Total	64,614	30,263	34,351	-10,440	75,055	2

<b>Accounts</b>	<b>12/31/2017 Balance</b>	<b>End of Month Balance</b>
Checking Account	92,045	179,033
Rector's Discretionary Account	14,606	11,170
Investment Accounts	661,014	653,936
Women's Group Investments	19,859	22,722
Total	787,524	866,861

<b>Loans</b>	<b>12/31/2017 Balance</b>	<b>End of Month Balance</b>
Mortgage Payable	211,854	204,923

The Finance and Facilities Board passed the following resolutions:

1. Money in the Mission Fund Capital account and Endowment account will be used for the parish hall capital building project.
2. Money in the Mission Fund Capital account, Endowment account and Women's Group LPL account (all of which has been designated for the new parish hall kitchen), and other monies collected for capital campaign pledges and donations, will be moved to less risky short term investment vehicles.

Respectfully submitted,

Bob Fuchs

**Senior Warden.** Ruth Smith asked the various strategies for their reports.

**Strategy Plan Review.** Updates to the various strategies were presented.

Bill Carney noted that the silent capital campaign has been completed, and that the stewardship campaign will begin after the capital campaign concludes at the end of July.

Dana Richardson, reported that Staffing is in the wrap-up stage, with a job description for a paid nursery position being written. He also discussed a draft of a policy manual for operations and personnel that he has been working on. Canon Jim asked that he keep this manual as a draft for the new rector to review before completing.

Maitland Barnes announced that data from Renewal Works would be presented to the Faith Formation class on Sunday.

For Facilities, Bill Bittenbender, for the Capital campaign, announced that \$703,000 has been pledged to date. Thank you notes will be going out this week. There will be a new cost estimate this week. Also, they are working on finding office and choir space during the project construction. The disposition of Carr-Jorgensen house is still in question.

For Discernment, Canon Jim discussed the interview process. Canon Stockard will be coming in next Tuesday. Our church profile has been posted, and the diocese will receive clergy applications until the middle of July.

**Priest-in-Charge.** Canon Jim discussed the special meeting for Vestry members scheduled for June 30. Vestry members will review the four strategies over four hours and decide on three to five strategies. They must rise to the level of strategic use of all of our discretionary resources.

Canon Jim presented both the Mission Statement and Vision Statement, both of which were approved without changes.

The following groups of two were assigned to analyze strengths, weaknesses, and threats of various boards to bring to the June 30th special meeting:

Outreach—Ruth Smith and Bill Bittenbender  
Parish Life—Geoff Gersen, Harry Singley and Fallon Pearce  
Faith Formation—Jennifer Williams and Maryann Darzano  
Finance & Facilities—Dana Bittenbender and Paul Miller  
Worship—Bill Carney and Maitland Barnes

**Adjournment.** Following an attitude check and a closing prayer by Canon Jim, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,  
Margaret Bearden, *Clerk*