

**St. Philip's Episcopal Church
Vestry Meeting
April 17, 2018
Minutes**

Present: Ruth Smith, *Sr. Warden*, Bill Bittenbender, *Jr. Warden*, Bil Carney, Maryann Darzano, Geoff Gersen, Fallon Pearce, Dana Richardson, Allen Feezor, Harry Singley, Paul Miller, Canon Jim Hanisian, *Priest-in-Charge*, Fr. TJ Tetzlaff, *Assistant Priest*

Absent: Jennifer Williams and Maitland Barnes

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

Opening Prayer. Canon Jim opened the meeting with a prayer at 5:30 p.m.

Devotion. .

Approval of March 20 Meeting Minutes. The minutes were approved unanimously.

Treasurer's Report.

**Treasurer's Report to Vestry
April 17, 2018**

Operating Budget	2018 YTD Actual	2018 YTD Budget	2018 YTD Variance	2017 YTD Actual	YTD Ac- tual vs. 2017	Annual Budget
Revenues						
Pledges	119,336	102,600	16,736	93,588	25,748	461,700
Flower Revenue	1,685	450	1,235	740	945	5,900
Identified Offerings	20,128	15,556	4,572	16,867	3,261	70,000
Loose Plate	1,383	2,747	-1,363	2,511	-1,128	12,360
Parish Hall Rental	190	270	-80	235	-45	1,080
Miscellaneous Receipts	3,538	4,135	-597	4,457	-919	13,135

Unbudgeted Revenue	0	0	0	3,827	-3,827	0
Total Revenues	146,260	125,757	20,503	122,225	24,035	564,175
Expenses						
Parish Staff	54,928	62,420	7,492	70,813	-15,885	305,553
Administration	13,663	9,910	-3,753	17,696	-4,033	39,640
Property	19,384	20,779	1,395	20,460	-1,076	84,807
Vestry	18,952	16,588	-2,364	17,617	1,335	91,746
Faith Formation	0	2,300	2,300	247	-247	9,050
Outreach	1,750	2,350	600	176	1,574	9,400
Parish Life	1,284	898	-386	0	1,284	6,482
Worship	2,720	3,435	715	4,342	-1,621	17,495
Unbudgeted Expenses	0	0	0	9,396	-9,396	0
Total Expenses	112,681	118,680	5,999	140,745	-28,065	564,173
Net Total	33,579	7,077	26,502	-18,521	52,100	2

Accounts	12/31/2017 Balance	End of Month Balance
Checking Account	92,045	135,569
Rector's Discretionary Account	14,606	12,924
Investment Accounts	661,014	640,415
Women's Group Investments	19,859	22,201
Total	787,524	811,110

Loans	12/31/2017 Balance	End of Month Balance
Mortgage Payable	211,854	207,696

Respectfully submitted,
Bob Fuchs
Treasurer

It was noted that revenues through March 31 were in excess of \$20,000 above budget. The treasurer's report was accepted and approved. It was also noted that the auditor would be here May 1 and May 2.

Senior Warden. Ruth Smith distributed instructions for the Beach Ministry VPOD.

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

Bill Carney discussed briefly that the Stewardship campaign would avoid overlapping with the Capital campaign.

Dana Richardson, for Staffing, announced that job descriptions for parish administrator and the assistant administrator have been created, and we will advertise for the assistant. In addition, we need to establish policies and procedures for employee leave.

For Facilities, Bill Bittenbender, for the Capital campaign, announced that \$215,000 has been pledged from 100% participation of the Vestry and leadership of the church. The architect will attend the Planning and Zoning meeting on April 19. Discussions are continuing with the owner of the bed and breakfast with regard to the Carr-Jorgenson house. Brochures for the parish hall should be ready by Friday.

Maitland's committee has met 4 times and prepared a report to the Faith Formation Board. The congregation will receive a report in June with "here's what we're going to do with the data."

Dana Richardson, for Discernment Committee, discussed the website as far as info for prospective rectors. The electronic profile for the diocese will be available by April 30.

Priest-in-Charge: Canon Jim presented for a second time the newly revised by-laws of St. Philip's Episcopal Church. Minor, non-substantive changes were approved and passed without dissent.

A discussion was held regarding the Letters from God written during the Vestry retreat in March. Various insights were noted. Vestry members were asked to look for patterns among the ideas presented and to make a recommendation for each board one week before the next Vestry meeting.

Ricky Evans has confirmed that he will continue as board chair for Liturgy.

Odds and Ends. Fallon Pearce is still working on a CPR/AED course. There is also discussion of a comprehensive security workshop on dealing with an active shooter situation, extreme weather conditions (hurricanes) and administering Narcan for drug overdoses. This workshop could be integrated with the CPR/AED course.

Fr. TJ disclosed that he had not been able to contact the homeless person who had been sleeping in the chapel, and believes that he has left the area.

Canon Jim advised the Vestry that specific suggestions (i.e., landscaping) should be directed to the individual boards rather than the Vestry.

Adjournment. Following an attitude check and a closing prayer by Fr. TJ, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,
Margaret Bearden, *Clerk*