

**St. Philip's Episcopal Church
Vestry Meeting
February 20, 2018
Minutes**

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

Absent: Harry Singley

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

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

Devotion. Maryann Darzano.

Approval of November 28 Meeting Minutes. Minutes were unanimously approved as revised.

Approval of January 16 Meeting Minutes. After a vote, the minutes will be revised to include Paul Miller as absent.

Treasurer's Report.

Treasurer's Report to Vestry
February 20, 2018

Final 2017 Data

Operating Budget	FY 2017 Actual	FY 2017 Budget	FY 2017 Variance	2016 YTD Actual	YTD Actual vs. 2016	Annual Budget
Revenues						
Pledges	418,100	400,000	18,100	318,204	99,896	400,000
Flower Revenue	5,355	4,875	480	5,500	-145	4,875

Identified Offerings	76,057	70,060	5,997	113,824	-37,767	70,060
Loose Plate	11,746	12,000	-254	12,233	-487	12,000
Parish Hall Rental	1,185	1,080	105	950	235	1,080
Miscellaneous Receipts	10,659	11,000	-341	23,400	-12,741	11,000
Unbudgeted Revenue	3,827	0	3,827	0	3,827	0
Total Revenues	526,930	499,015	27,914	474,111	52,818	499,015

Expenses						
Parish Staff	255,560	283,061	27,502	228,302	27,258	283,061
Administration	49,265	47,488	-1,777	57,764	-8,499	47,488
Property	78,244	85,421	7,178	87,046	-8,802	85,421
Vestry	52,870	51,070	-1,800	53,174	-304	51,070
Faith Formation	639	6,270	5,631	1,631	-992	6,270
Outreach	471	1,500	1,029	4,065	-3,594	1,500
Parish Life	5,001	8,075	3,074	758	4,243	8,075
Worship	15,542	16,125	583	14,647	895	16,125
Unbudgeted Expenses	12,474	0	-12,474	0	12,474	0
Total Expenses	470,066	499,011	28,945	447,386	22,680	499,011

Net Total	56,864	4	56,860	26,725	30,139	4
------------------	---------------	----------	---------------	---------------	---------------	----------

Accounts	12/31/2016 Balance	12/31/2017 Balance
Checking Account	92,141	92,045
Rector's Discretionary Account	13,344	14,606
Investment Accounts	519,984	661,014
Women's Group Investments	11,536	19,859
Total	637,005	787,524

Loans	12/31/2016 Balance	End of 2017 Balance
Mortgage Payable	226,157	211,854

2017 Final Pledge Results

	# Pledgers	Total Pledge	Gifts To Date	Difference
More Than Pledged	75	177,247.00	221,206.45	43,959.45
Same As Pledged	51	124,126.00	124,126.00	0.00
Less Than Pledged	47	91,765.00	71,280.00	-20,485.00
Total	173	393,138.00	416,612.45	23,474.45

Respectfully submitted,
Bob Fuchs
Treasurer

Treasurer's Report to Vestry
February 20, 2018

Operating Budget	2018 YTD Actual	2018 YTD Budget	2018 YTD Variance	2017 YTD Actual	YTD Actual vs. 2017	Annual Budget
Revenues						
Pledges	52,125	34,200	17,925	32,517	19,608	461,700
Flower Revenue	150	300	-150	25	125	5,900
Identified Offerings	7,442	5,185	2,257	6,910	532	70,000
Loose Plate	452	916	-464	836	-384	12,360
Parish Hall Rental	0	90	-90	45	-45	1,080
Miscellaneous Receipts	537	2,135	-1,598	7,355	-6,817	13,135
Unbudgeted Revenue	0	0	0	0	0	0
Total Revenues	60,706	42,826	17,880	47,688	13,019	564,175
Expenses						
Parish Staff	18,738	20,957	2,219	28,102	-9,364	305,553

Administration	3,658	3,185	-473	9,778	-6,119	39,640
Property	8,505	5,805	-2,700	9,707	-1,202	84,807
Vestry	5,696	6,286	590	7,168	-1,473	91,746
Faith Formation	0	1,050	1,050	61	-61	9,050
Outreach	1,023	783	-240	858	165	9,400
Parish Life	319	173	-146	0	319	6,482
Worship	2,033	1,260	-773	2,275	-242	17,495
Unbudgeted Expenses	0	0	0	0	0	0
Total Expenses	39,973	39,499	-474	57,948	-17,976	564,173
Net Total	20,733	3,327	17,406	-10,261	30,994	2

Accounts	12/31/2017 Balance	End of Month Balance
Checking Account	92,045	122,319
Rector's Discretionary Account	14,606	14,324
Investment Accounts	661,014	674,277
Women's Group Investments	19,859	23,302
Total	787,524	834,222

Loans	12/31/2017 Balance	End of Month Balance
Mortgage Payable	211,854	210,495

Respectfully submitted,
 Bob Fuchs
 Treasurer

The Treasurer's Report was accepted unanimously. It was noted that net revenues for 2017 were \$27,914 over pledges. It was announced that full audits will be conducted every three years with annual reviews.

Senior Warden. Ruth Smith reviewed VPOD duties as emailed earlier. There was discussion and Ruth will amend and re-email.

Strategy Plan Review. Updates to the various strategies were presented. Bill Carney announced for Stewardship that thank you notes are in process. Also, Frank Darzano will be chairman of the 2018 stewardship campaign. Dana Richardson, for Staffing, discussed Lorraine Beamer's responsibilities and the difficulty in adopting other program churches' staffing formats. For Facilities, Bill Bittenbender announced that a contract with a cancellation clause has been signed with John Urban for the planned parish hall. We will begin a silent phase for that campaign in mid-March.

Maitland Barnes discussed RenewalWorks, and reported that 191 parishioners had participated in the inventory, a higher than expected percentage of our average Sunday attendance. A report will be available in mid-April.

Vestry 2018 Retreat. The Vestry Retreat will be held in town, beginning at 4 pm in the parish hall, and then dinner at the Reserve Club in St. James Friday evening, March 2, and the Saturday, March 3 meeting in the parish hall from 8:00 am-4:00 pm.

Discernment Committee Report. Dana Richardson reported that the Committee had met for a second time and had written a collect that will be in the bulletin and service leaflet. There are five 90-minute focus groups planned for March (and one in April) which will allow parishioners to be heard and to have input with regard to the discernment process.. A focus group for the vestry was scheduled for Monday, February 26.

Odds and Ends. A discussion was held regarding access to contribution data for the capital campaign. Historically the treasurer and Lorraine have had access to contribution data. For the capital campaign, the chairman, two wardens and Priest-in-Charge will have access. The top 25-30 givers will be targeted initially before the campaign begins later in the spring. There was discussion regarding expanding contribution data to general stewardship with pro's and con's identified for a future decision.

Canon Jim distributed the 2017 Parochial Report, which was discussed, amended and approved as amended.

Ruth announced that VPOD signup was incomplete and would be redistributed next month.

Canon Jim emphasized that the communication system adopted was not being implemented in many cases and announcements need to come through each board communicator to Lorraine. Also, board reports are on the website.

Paul Miller announced that the Men's Group will decide at its next meeting whether it will operate for "fun" or "funds".

Adjournment. Following an attitude check and a closing prayer by Fr. TJ, the meeting was adjourned at 7:10p.m.

Respectfully submitted,
Margaret Bearden, *Clerk*