

**St. Philip's Episcopal Church**  
**Vestry Meeting**  
**December 10, 2016**  
**Minutes**

*Present:* Fr. Reggie Simmons, Assistant Rector; Ruth Smith, Sr. Warden, Doug Stone, Jr. Warden; Mo Beers, Bill Bittenbender, Maryann Darzano, Barbara Edwards, Ricky Evans, Geoff Gersen, Fallon Pearce, Dana Richardson, Sharon Sands. Excused: Marty Younts

*1917 Newly Elected Vestry:* Bill Carney, Mike Chase, Dave Stevens, Jennifer Williams.

*Ex Officio:* Bob Fuchs, Treasurer; Mike Chase, Assistant Treasurer; Janet Fox, Vestry Clerk Elect; Ray DiGuiseppa, Chancellor. Absent: Jane Edwards, Vestry Clerk

**Opening Prayer** – Fr. Reggie opened the meeting of the combined 2016 and 2017 Vestries with a prayer at 9:00 a.m.

**Call to Order** – Ruth called the meeting to order, welcomed everyone, and reminded everyone that only members of the 2016 Vestry would vote on items that required a vote.

**Approval of November Minutes** – Rev. Krantz's first name was corrected, to Sara. There was clarification that the Social Fellowship Commission has been providing the food for funeral receptions. On a motion by Fallon, seconded by Ricky, the minutes were approved unanimously.

**Approval of Annual Meeting Minutes** – Bill called attention to two additions he had made to the draft minutes: that comments in regard to problems with the revised bylaws were "the personal opinion" of the individuals who made them, and that the revised bylaws had been made available for the congregation to review 60 days before the annual meeting, as required by the existing bylaws. On a motion by Bill, seconded by Barbara, the amended minutes were approved unanimously.

**Treasurer's Report**—Bob said that November had been a good month, and YTD revenues are \$410,000 – \$10,000 over budget. Pledges are \$22,000 under budget, but identified offerings are \$26,000 over budget. Because of a couple of unexpected expenses, expenses are a little higher than anticipated. For new Vestry members Bob clarified that Fr. Reggie's salary and expenses are drawn from a special escrow account, and are not part of the operating budget.

Bob also reported that:

The remaining amount on the five-year mortgage for the church building is \$227,000. If work begins on a new parish hall, it will require a separate mortgage.

There is \$18,000 in the checking account.

Outreach expenditures are currently made at different times of the year, with the Men's Group distributing funds shortly after the summer lobster sales, the Women's Group following its Fall Festival, and the Mission Fund Committee generally holding its meeting in early Fall. It is recommended that St. Philip's endeavor to distribute outreach funds at one time per recipient if possible. Such coordination should be a goal of the Outreach Commission, and funding should be through the Outreach Temporary Restricted Fund account.

It has been a good year for investments, and the church now has \$584,000 in four different investment accounts. There are strict rules about how those monies can be used, and the Finance Committee only has the power to make recommendations.

The Rector's Discretionary Account has been moved from the Temporary Restricted accounts and now has a separate checking account with a debit card. This new account is being reported in the monthly Balance Sheet report.

The new microphones and improved telephone service which the Vestry approved have been purchased. The microphones cost \$1,600 and the phone upgrades came to \$2,000, which were paid from the Mission Fund.

After Fr. Reggie had left the meeting to meet with the candidate being considered for Priest-in-Charge, Bob reported that Fr. Reggie's house expenses are more than his housing allowance. He reported that the Finance Advisory Committee recommends an increase for 2017 of \$10,000 – a \$5,000 salary raise, and a \$5,000 increase to the housing allowance as well as a one-time \$5,000 bonus, to be paid before the end of this year. On a motion by Dana, seconded by Geoff, the increase passed.

The Treasurer's report was then accepted in a unanimous vote.

**Assistant Rector's Compensation** – Bill moved and Mo seconded that the Assistant Rector's compensation for 2017 be increased to \$72,000, of which \$27,000 would be the housing allowance. Ruth read the proposed resolution addressing salary and housing allowance (attached) which was approved and signed. The motion passed unanimously.

**Senior Warden's Report** – Ruth distributed forms for Vestry members to sign up for VPOD duties for the next few months. She said one person needed to be appointed to the Financial Advisory Committee and two people to the Mission Fund. After some discussion it was moved and seconded that Jim Belvin would be asked to join the Financial Advisory Committee and Roy Mitchell and Deborah Alt be asked to join the Mission Fund. Both votes passed unanimously. On a motion by Bill, seconded by Maryann, Geoff and Dana were unanimously re-elected to the Financial Advisory Committee as voting members of the Vestry. On a vote by Dana, seconded by Ricky, Bob Fuchs was reaffirmed as Treasurer, and Mike Chase was reaffirmed as Assistant Treasurer.

Ruth asked that Vestry members be cautious in their use of e-mail, preferably confining email to setting meetings and asking questions that could be answered with a simple yes or no. She also asked that members desist from writing to the Bishop with their problems and complaints, but to talk with their fellow Vestry members about any problems.

Ruth then said that the person being considered for Priest-in-Charge is Rev. Jim Hanisian, who is retired, and lives in Leland, and who is familiar to some St. Philip's members because he has preached at the summer beach services.

**Junior Warden's Report** --- Doug said that the church's new WiFi and phone service will be installed by December 19. He said that there is a leak from the cooling and heating units on the church roof, which is spilling water into the mechanical room. The company being asked to deal with the problem is Fulford Heating and Cooling.

**Priest-in-Charge Candidate Interview and Approval** -- Rev. Jim Hanisian was introduced. He talked about his experience as a priest since his ordination in 1972, and answered many questions from Vestry members as to how he had "turned around" churches that had gone through destructive and divisive changes, and his ideas for growing a church. Based on his prior discussions with the Wardens and with Fr. Reggie, Rev. Hanisian said he would communicate with the Bishop that day, saying he would like the appointment to St. Philip's. The conversation ended after an hour and twenty minutes, and the Vestry took a brief break.

When the meeting reconvened, Fr. Reggie said that Rev. Hanisian was an extraordinary man of God, and that he had left a trail of positive growth, healing and reconciliation everywhere he had gone. On a motion by Bill, seconded by Fallon, Vestry voted unanimously to request that Bishop Skirving appoint Rev. Jim Hanisian as Priest-in-Charge of St. Philip's.

**Presentation to Fr. Reggie** -- Ruth presented the \$5,000 bonus check to Fr. Reggie, thanking him for how he had helped increase membership and stewardship.

**Commission Assignments** -- Ruth said that this portion of the meeting was cancelled, because it was possible that the relationship of Vestry members to the various commissions would change after the January retreat.

**Election of Junior Warden** -- Bill Bittenbender was elected Junior Warden. Dave Stevens was elected Deputy Junior Warden.

**Old Business** -- Bill reported that Building Hope Ministries had sent a written thank you for the Angel Tree gifts for children whose parents are incarcerated.

Dana said he would email members a Finance Advisory Committee report addressing the six recommendations that came out of the 2015 audit by Earney and Company. Of those, he said, three had been completed, one was partially completed, and the other two required decisions by the Vestry. An additional recommendation from the

FAC is the thinning out and streamlining of temporary restricted funds. If the proposed temporary restricted account revisions that Dana sends out are approved unanimously via email, the streamlining can commence. Otherwise, the decision will have to be made at a meeting.

**New Business --** Dana reported that the proposed 2017 budget is \$22,556 out of balance. He said that proposed pledge income is \$400,000. The individual flower offering is increased from \$50 to \$75, but revenues do not cover all flower expenses. In the parish staff category, the former Rector, Rev. Meg Finnerud, is being paid her salary through the end of June out of the funds that had previously been set aside in the Assistant Priest Escrow sub-account in the LPL investments. \$2,000 is being budgeted for travel expenses for the Priest-in-Charge. In response to a question, Dana said that the Parish Administrator's compensation is \$68,000 including salary and benefits. In response to a question regarding the Stephen Ministry's request for \$150 in 2016, Fr. Reggie said he would pay it from his discretionary fund if it was a challenge to find the money in the end-of-year budget.

Dana said cuts had been made to the acolyte budget, music programming, IT and WiFi. The Stephen Ministry had requested fund to train three more Stephen Leaders, and it was proposed to fund training for two people. Stop Hunger Now was not included in the 2017 budget.

Dana said the Vestry could either approve the deficit budget or send it back to the committee to make an additional 4% cut. Bob Fuchs suggested that the funding difference could be eliminated with an increase to the forecast Identified Offering revenues. Dana will make this change and provide the draft budget to the Vestry for review at the January Vestry Retreat.

In regard to increasing pledges, Dana said there were 50 people who had made pledges in recent years who had not yet made pledges for 2017, and it was time to call them individually.

**Future Vestry Meetings --** The regularly scheduled December meeting was cancelled, as all the business was covered at this meeting.

Meetings in 2017 will be at 6 p.m. on the third Tuesday of each month.

There being no further business to come before the Vestry, the meeting was adjourned at 12:48 p.m.

Respectfully submitted,  
Janet Fox

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December 10, 2016

Resolution Regarding Housing Allowance for the Reverend W. Reginald Simmons

Whereas, the Reverend Reginald Simmons is compensated by St. Philip's Church exclusively for services as a minister of the gospel; and

Whereas St. Philip's Church does not provide the Reverend Simmons with a rectory;

Therefore, it is hereby

Resolved, that the total compensation paid for the Reverend Simmons for the calendar year 2017 shall be \$72,000 of which \$27,000 is hereby designated to be a housing allowance;

And it is further

Resolved, that the designation of \$27,000 as a housing allowance shall apply to calendar year 2017 and all future years unless otherwise provided.

Signed:

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Ruth Smith, Sr. Warden

Witness:

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Janet Fox, Clerk

