

Vestry Meeting Minutes 8/18/26

Present: Fr. Lin Walton (Rector), Paul Bailey (Senior Warden), Bill Happer (Junior Warden), Ross Lively, Chris Romig, Tracy Baltz, Paul Palmer, Kris Holt, Marty Younts, Angela Urquhart, Mary Russell, Doyle Brinson, Donna Foster (via Zoom)

Ex officio- Rick Pearce, Treasurer, Karla Platt, (Bookkeeper), Dave Ham, (guest), Lorraine Beamer (clerk)

Fr. Lin opened the meeting with a prayer followed by a devotion. The devotion included a reading of the poem "Prayer" by Mary Oliver, a handout titled "Building Circles of Trust" by Parker Palmer and a reading from Colossians.

Adoption of Agenda

- **Paul Bailey made a motion to add 5c (discussion of needed repairs on campus) to the agenda for the meeting. Bill Happer seconded the motion which passed unanimously.**

Financial Reports – Rick Pearce, Karla Platt, Chris Romig

- Rick Pearce discussed the Statement of Activities pointing out that more than 50% of contributions projected for the year have already been collected.
- A question was asked concerning the reporting format of Actual for the month vs. Actual Year to date totals. The response will come from the bookkeeper to the entire Vestry.
- The Statement of Financial position indicates the church's assets and liabilities are balanced. A large portion of the total liabilities is the mortgage.
- St. Philip's is the 3rd largest congregation financially in the diocese of East Carolina.
- **Chris Romig made a motion to accept the treasurer's report which was seconded by Tracy Baltz and passed unanimously.**

Budget Draft 2027

- Questions arose concerning increases or decreases in the draft budget for various ministry areas. Spiritual Resources would like to restart the speaker program (with approval of speakers from Fr. Lin). Facilities will need an increase for repairs and needed maintenance on the campus buildings. Outreach receives funding from Endowments as well as ECW and MOAM fundraisers. Most of the Vestry budget is designated for the diocesan pledge.
- The total draft budget is \$1,026,589 which includes an assistant/associate priest. Other additional costs include an Administrative Assistant at \$15,000.
- A direct comparison of 2026 vs 2027 budget numbers will be developed at the request of the Vestry.
- There was also a question about the budget for the Safety Security Team. That question was answered individually by the treasurer. The location of the budget for the Safety Security Team is a matter of discussion for the Finance Committee.

Contributions and Counting Procedures – Chris Romig

- Based upon a recommendation of the Auditor, a bill counting machine, a check reader directly connected to the bank and a check reader connected to Realm have been secured. The use of these tools will increase the speed of the weekly counting procedure and decrease the errors.
- The procedure and machines were used for the count this past Sunday and determined to work as predicted. This will cut the time needed and the frustration level of the counters considerably, as well as a chance for errors.
- A new counting sheet was also developed.

Finance Committee Chairperson

- A highly qualified and experienced parishioner has stepped up to chair the Finance Committee. Rich Beil has attended the Finance Committee meetings and is willing to step into the role.
- **Paul Bailey made a motion to approve Rich Beil as the Chair of the Finance Committee. Chris Romig seconded the motion which passed unanimously.**

Repairs on campus and required funding availability

- Dave Ham, the Facilities Chairperson described many areas that need repair on campus. Bids have been submitted and reviewed with a final vendor accepted to complete all four tasks.
- Briefly, the Stained glass window in the Sanctuary needs stabilization and attention, the Moore Street Narthex window is cracked and needs replacement, the Sanctuary has many leaks (Bell Tower, Narthex) and the exterior of the Sanctuary needs to be repainted with the associated siding repair. Doing all the work at the same time is an efficient use of the tools and equipment needed. (A crane is needed for more than one project, so do all projects which require a crane at the same time)
- Funding has been located by the bookkeeper and treasurer using \$42,000 from the Moore Endowment, \$62,000 from the St. Philip's general endowment and \$27,000 from the left over capital fund project to cover all four projects.
- **Marty Younts made a motion to accept the recommendation of the Finance Committee to cover the \$130,000 projected cost using the Moore Endowment Fund, the St. Philip's general endowment and the Capital Fund . Kris Holt seconded the motion which passed unanimously.**
- A bid has been accepted to repair/replace the chancel lighting in the balcony area. This repair has been needed for many years. The use of a scissor crane and moving all the pews to access the lighting fixtures increase the planning needed for this project. Repairs will not interfere with services offered in the Sanctuary.
- As part of the Facilities Board's planning, a reserve study is sought to determine the baseline for funding needs of anticipated and predictable repairs/replacements around the campus. Completion of this study will help determine the amount of money that should be designated to the Maintenance reserve on a yearly basis.

Strategy Teams reports

- Strategy 3 (Paul Bailey, Mary Russell, Tracy Baltz, Bill Happer) has been working with the Outreach, Pastoral Care and Worship Boards.
- Outreach has developed a Policy and Procedure Document. This document will be sent to the Chancellor (Sandra Darby) and then to the Diocese Chancellor to be sure that the intentions of the Endowments and the Canons are being followed. The vestry agreed to send the draft procedure documents to the chancellor. The final documents will be brought back to the Vestry.
- Pastoral Care Board has completed their general procedures and policies which will be reviewed by the Vestry.

Senior Warden Report

- A preliminary website will be sent to all Vestry. Please review and send suggestions/comments to Lorraine to send to website company.
- It's time to start looking for next year's vestry candidates. Check eligibility with the office before speaking to parishioners about running for Vestry. After speaking with the prospective vestry member, send names to Paul Bailey.

Rector's Report

- The installation of Fr. Lin as rector of St. Philip's will occur on October 21 at 6:00 PM. Bishop Sarah Fisher will celebrate the Eucharist service which will be followed by a reception.
- The search for an Associate Rector is beginning. Doyle Brinson has indicated his desire to participate as a Vestry member. The job description will be sent to the diocese for distribution with the possibility of wider distribution for a fee. An Associate Rector, rather than an Assistant Rector will be sought.
- Adult Education will begin September 20th between services.
- The Celtic service will resume Saturdays in the Sanctuary at 5:00 PM.

The meeting closed with a prayer.

Next meeting September 15, 4:00 PM.

Respectfully submitted

Lorraine Beamer, clerk