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VESTRY MEETING MINUTES

Monday, October 22, 2018

Vestry Present: Liz DeGaynor, Marjorie Miller, Alec Motten, Pamela Njai, Dan Pearson, Kirk Royal, Bob Walker, Glenn Walters, Callie Woods

Clergy Present: the Rev. Jonah Kendall

Guest: Tim Holm, Divinity Student Intern 2018-19

Call to Order The regular monthly meeting of the vestry of St. Philip's Church convened on October 22, 2018 at 6:02 pm in the St. Philip's library, the Rector being in the chair and Marjorie Miller substituting for the Clerk. The Rector opened the meeting with a prayer.

Forward Day by Day The vestry discussed Genesis 12:4-5.

Minutes Liz moved to approve the September 24, 2018 Vestry Meeting minutes. Kirk noted that he was present but marked as absent. Kirk seconded the motion to approve the amended minutes. It was approved nem. con.

Electronic Action Kirk Royal made a motion to appoint Lowell Dargbeh to the Elections Committee; the motion was seconded by Alec Motten and approved nem.con.

Treasurer's Report Bob Walker presented a monthly report for September (see DropBox) for John Yeatts, the treasurer. He noted that while the year to date pledge revenue was not favorable to budget, pledge revenue picked back up in September, so we are basically back on track. It looks like we have significant savings on spending. Some spending, such as payment of audit and insurance bills, depend on timing. Bob

will ask Tom why he's not reporting spending on electricity based on historical usage.

John is seeking our input about how to best present information so we can understand the financials and make decisions. He has started doing graphs. We like the cumulative pledge graph. Jonah believes we have a good picture of our finances.

Alec Motten moved to accept the report; Dan Pearson seconded motion and it was approved nem. con.

Pew Cushion Update The financial committee, tasked with figuring out how to pay for WiFi, recommends putting it in a technology line item of the operating budget. If there is a shortfall, we can dip into operating reserves.

Further, the committee recommends paying for pew cushions out of the memorials account, which has historically been used to fund one-off side projects. Also, if people make donations to support pew cushions, the money would be deposited to the memorials account. The pew cushions would be covered whether or not we receive donations. Jonah has discretion over memorial spending.

Bob Walker moved that we pay for WiFi out of the technology line item. Kirk Royal seconded the motion. The motion passed unanimously.

New Business For December's meeting, we'll have the Vestry's traditional Christmas party. It was scheduled for December 24, but Jonah suggested moving it to December 17. We will plan for a short meeting followed by a potluck dinner. Callie offered to host at her home. Alec will organize potluck. We'll revisit this in November.

Old Business

Elections Committee Update (Alec Motten) Alec is moving ahead with Lowell as the non-vestry member of the Elections Committee. Alec described the process as democratic and noted that the committee has benefitted greatly from the efforts of Hycy Bull and Betty Pennick. It was mentioned that people who take on leadership roles are more visible and may have a better chance of being known and elected. Alec has received many names; he will assemble the list this week and forward it to Jonah for review. Then the committee members will divide the list and make calls. They plan to submit a slate of 8 nominees at the November Vestry meeting. Jonah said he will consider who may have what gifts. There is an advantage of having a diverse vestry.

Stewardship Update (Pamela Njai) This coming Sunday is Commitment Sunday. Pledge packets are due by the end of the week and pledge leaders will be sending thank you notes to those people who have returned pledges. Alec said we are in good shape,

but we don't yet have an official summary available. Jonah said the campaign officially ends next Sunday. The amount we've received to date exceeds the amount received this time last year by roughly 3%. There will be more significant reporting at next month's meeting.

Dan mentioned that he has had trouble getting in touch with people, particularly those who are new to St. Philip's, and asked about the process for newcomers. While Jonah or Sally follows up when people fill out newcomer cards, some may not respond to pledge requests. We agreed that we reach out to them and err on the side of grace.

2019 Budget Update (Bob Walker) Bob is still working on the draft budget. He will aim to have a budget to approve at our December 17 meeting but recognizes it's unlikely to be complete by then. If not, the recommendation is to continue spending at current levels until a budget is developed.

Note: Emily Sparks will go on her husband's health care plan and this will save \$15,500 per year.

Expenses are approximately \$35K off, including all requests though. After refining, the gap will come closer to \$11 or \$12K. Once revenue and pledges come in, they can figure out the cuts needed to reach the spending balance. Jonah noted that it has been worse than this in past years.

Junior Warden's Report Glenn does not have a written report yet, but will submit one.

Parking Lot: Glenn has not yet had time to pursue estimates or gather further information about parking lot access. The next Buildings & Grounds Committee meeting is Monday, December 5th.

Wifi will be scheduled before the thermostats are installed on Dec 19.

Security Camera and Key Cards: Glenn and Jonah updated the Vestry about a \$14K gift for a security camera and key cards. The Vestry needs to accept the gift. Bob noted that electronic alarm system false calls can be expensive. It would be good to eliminate keys and use electronic key cards. Dan asked how we would hand out electronic cards. This will be determined. But the idea is that key cards will be easier to control. Dan made a motion to accept the gift of \$14K. Bob seconded the motion. All approved.

Liz asked why we are readily accepting this gift but not pew cushions gift. Jonah explained that the pew cushions originated externally and had implications for sanctuary. On the other hand, the issue of security had already been identified by the

vestry when the gift came along.

Conduit: Glenn said a conduit between buildings is necessary. He estimates that conduits from the church basement to the parish hall would cost between \$2,500 and \$3,500. This may be beyond the amount of the gift. But it may be prudent to install it before the Wifi, before end of November. It would not make Wifi cost less but would make Wifi to the church better. Dan made a motion to use part of \$14K for the conduit now. Then we'll find surplus somewhere if \$3,500 is needed. The cost of having Robert do it may be less than if we subcontract the job to a Wifi company. The motion was seconded by Bob and approved nem. con.

Senior Warden's Report (covered by Pew Cushion Update, above)

Rector's Report Attendance: Jonah reported that fall attendance fall has been fantastic and the 9:00 service has seen some rejuvenation. He noted that a correction is needed for his reference to the Oct 15, 2017 attendance of 301.

Wednesday night dinners: We will discontinue the weekly Wednesday night dinners as of end of this year. Jonah has talked with Tom about budgeting for several specific Wednesday night dinners during the year. This will factor into some of budget savings too. Jonah plans to keep Donnie and Mike on the Wednesday nights we will have dinners.

Security: Already covered.

Pew Cushions: Through Lewis, Jonah connected with Christ Church Raleigh, who showed us sample cushions. We'll get a quote for thicker ones. They can be stacked in the church in a pew. Can asked whether they will have a knife edge. On the issue of color, Bob & Jonah will begin then consult with Carter Skinner. They plan to move this project along promptly. Kirk put an announcement in the bulletin. Pamela asked how to let people know of this opportunity for donations.

ADA Seating: Jonah is taking this on. He met with Jack and will work with Glenn and Dan, with whom he has consulted. They have agreed to remove last pew on pulpit side of church, beside the baptismal font. Jack agreed to help pay for seating. We'll add a bank of cathedral chairs and ushers can move chairs for a person in a wheelchair. This will allow someone in wheelchair to see the altar. We can use memorial funds for additional matching chairs. Callie asked whether part of ADA accommodation is choice.

Banner: Dan questioned whether the structure for the banner may be a tripping or impaling hazard when no banner is attached. Kirk will check with Greg at the

communications meeting tomorrow.

Pastoral Concerns: Brief discussion of current pastoral concerns.

Dismissal and Adjournment Jonah closed the meeting with a prayer and adjourned the meeting at 7:36 p.m.