

# St Philip's

episcopal church

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## Vestry Meeting Monday, August 28, 2023

**Vestry Members Present:** Gail Albergo, Lowell Dargbeh, Leigh Egeghy, Erin Gasch, Rebecca Hix (Clerk), Sarah Johnson, Adam McClellan, Wes Newman, Shamioka Rhinehart, Liz Sappenfield (Jr. Warden), Connie Semans (Sr. Warden), and Richard Williams.

**Clergy Present:** The Rev. Maryann Younger (Chair)

**Guests Present:** Ginny Bowman (Treasurer), Bynum Walters, Emily Yeatts,

**Call to Order:** The regular monthly meeting of the Vestry of St. Philip's Episcopal Church convened on August 28, 2023 at 6:07 pm in the Library with the Senior Warden presiding. Adam opened with a prayer.

### **Consent Agenda** (5 min.)

1. Minutes of the June 26 vestry meeting
2. Treasurer's Report & Simplified Financial Report covering July
3. Rector's Report
4. Senior Warden's Report
5. Junior Warden's Report

Sarah requested an update from Terrill's report of last month. Maryann informed the Vestry that Terrill is running behind and hopes to have the classrooms ready by September 10<sup>th</sup>.

***Shamioka moved that the consent agenda be approved. Gail seconded the motion and it carried unanimously.***

### **NEW BUSINESS**

#### **Campus Study Update**

- Connie brought the Vestry up to speed that she and Maryann have spoken with Rev. Greg Jones of the Diocesan Standing Committee about St. Philip's desire to explore entering into a land swap with Durham County. St. Philip's has official paperwork we have to submit.....
- Bynum and Emily clarified the purpose of signing a MOU with Urban Ministries of Durham (UMD) and the other partners for the new homeless services center.

- The MOU puts in writing that St. Philip's will work in collaboration, good faith and open dialogue to discern the next steps necessary for a new homeless services center.
- The Durham County commissioners want to see that the partner organizations are all willing to work together on this project.
- Durham County is not a party to the MOU.
- A MOU is a requirement for UMD and its partner organizations to apply for American Rescue Plan Act (ARPA) funding for a feasibility study from Durham County.
  - The MOU assures that St. Philip's is consulted if UMD receives funding.
- Bynum and Emily reminded the Vestry that St. Philip's paid Clearscapes as a consultant on the campus study project. Clearscapes is now doing work with UMD on the homeless services center, which they are paying for.
  - Some of the ARPA funding can be used to hire a project manager to move the project's feasibility period along.
- Charlie Steele, St. Philip's chancellor has been consulted on the MOU.

The Vestry had an in-depth conversation about the fact that we had passed a motion in favor of partnering with UMD on discernment about a homeless services center, and the MOU is the documentation that we are in discernment. At this time we are standing behind the effort and not a particular plan.

*Adam moved that the Vestry sign the MOU. Liz seconded the motion and it passed unanimously.*

Maryann asked the Vestry how much more we need to talk with St. Philip's about the next steps in discernment about the new homeless services center.

Bynum and Emily made the following requests of the Vestry, in terms of next steps:

1. Continue conversations with Diocese at Vestry level and with the campus study committee.
2. Remind the congregation of resolution in support of discernment passed at the May 2023 Vestry meeting.
3. It would be helpful if Maryann and Vestry could articulate the theological reason for a new homeless services center.
4. Vestry needs to host listening sessions with the congregation to determine what is important to them and what are the questions and concerns that they have.
5. The Campus Study Committee would welcome the opportunity to meet with any Vestry member(s) that have questions.
6. The Vestry remain committed to staying informed on the topic.

#### **Audit Report & Communications letter**

- Ginny shared the good news that we have a clean audit report.
- Liz commented that the audit report was easy to understand and could the finance committee adopt the categories they use in the regular reporting to the Vestry.

*Liz moved the Vestry accept the approval by the Financial Committee of the Audit Report and Communications letter. Connie seconded the motion and it passed unanimously.*

#### **DISCUSSION ITEMS**

### **Staffing Update**

- The summer started with Nia turning in her resignation so her position needed to be filled. We currently have a temporary employee in place for the office administrator.
- Maryann has moved the responsibility for creating and printing bulletins from the Office Administrator to the Communications team.

### **Outreach Committee**

- Shamiaka informed the Vestry that the committee has finalized the 2024 Outreach funding request form.
- Ministries in the church have been invited to apply for 2024 funding by October 1<sup>st</sup>.
- The committee is developing a scoring rubric to evaluate the applications.
- The committee will bring recommendations to the Vestry in October.

### **Social/In-reach Committee**

- Rebecca informed the Vestry that the Social/In-reach Committee has met and is turning their attention to the many upcoming events planned for the fall.
- A request was made that the Social/In-reach Committee connect with Rev. Lisa Fischbeck about having nametags.

### **Technology & REALM committee**

- Adam informed the Vestry that the committee was close to having correct parishioner information in REALM.
- It was recommended that an effort be made to get pictures in REALM.
- The committee has an effort underway to explain how REALM is a way to be in community and everyone should want to be involved.
- Liz requested that the committee please work on file sharing, because One Drive is problematic and does not accommodate all parishioners.

## **BRIEF UPDATES**

### **Social Hour**

- John Sommerville is retiring as social hour organizer.
- Members of the parish will be invited to host a coffee hour, while Gwenetta will continue to make coffee and lemonade.
- Maryann would like for us to offer something from 8:45am – 12Noon. We need to offer something about 46 weeks a year.
- Sarah asked if members can still give flowers in memory of someone. This process to do so is being fixed right now.

### **Parish House HVAC**

- Liz tried to purchase the new HVAC system for the 2<sup>nd</sup> floor of the parish house that the Vestry had approved and found that is on 5 months long back order.
- In consultation with the buildings and grounds committee, the decision was made to buy another system is more energy efficient than the old one, but not quite as efficient as the one we desired to install.

- We will also upgrade our thermostats, and educate the staff on using them.
- We will purchase curtains to help with cooling.
- All of this will come in under the budgeted amount approved by the Vestry and will be complete by the Open House on September 10<sup>th</sup>.

### **Church Renovation and Fundraising updates**

- Liz appreciated Maryann's comments in her Rector's Report that we need to be addressing the next phase of work on the church.
- Liz is working with Grace on how to message the next steps.
- Our strategy with the funds raised for this phase of renovation work is to spend all contributed funds and then raise more funds for the next phase.
- At the September Vestry meeting we should have an accounting of the total costs of this phase.

### **Move back into the church**

- It is scheduled for September 10<sup>th</sup> after church.
- Vestry members were asked to help.

### **Summary of Meeting**

- The Vestry discussed talking points for the congregation to be included in the Epistle about the content of the Vestry meeting.

### **ADJOURNMENT**

Maryann closed the meeting with a prayer, and the meeting was adjourned at 7:54pm.

Respectfully submitted,  
Rebecca S. Hix  
Clerk