

St. Philips Episcopal Church Outreach Board Minutes  
April 30, 2025 4:00 PM Room 202

**Attendees:** Margaret Melando, Judie Ratcliffe, Maryann Darzano, Sally Learned, Clark Sizemore, Deb Alt, Alice Kennedy, Liz Halbert.

The meeting opened with a prayer led by Liz Halbert.

The minutes from March were approved with one amendment. The Chapel will be open on Thursday, Friday and Saturday except for the week of July 4<sup>th</sup>.

There was no financial report received this month due to the lack of an appointed treasurer at this time.

### **Ministry Reports**

SOIICF – Margaret reported that currently the number of clients has dropped at the Food Pantry. Judie said the amount of food donated by the local stores has also dropped. There is concern that federal funds are being cut as well as a fear of ICE by the clients that is affecting the Food Pantry. Prayers were requested for Paul Witmer, an active member of SOIICF and the Brunswick Homeless Coalition, who suffered a stroke. Day4Hope volunteer sign-ups have begun. Go to [www.day4hope-nc.org](http://www.day4hope-nc.org) to sign up. We are also starting to collect school supplies for the backpacks for the event. Information and a box for supplies are in the narthex. You can also donate supplies thru the Amazon Wishlist that has been established – a link is on the website.

Diaper Ministry – no report.

CIS Tutoring/Mentoring at Supply ES – Alice has polled some of the volunteers. Some are struggling and one is enthusiastic – still waiting to hear from two more. She plans to talk to the director about the feedback. She is questioning continuing this program next year.

Brunswick Partnership for Housing – Sally reported that a new client will be moving in next week. Progress has been made on the site expansion. The UDO has approved seven units that are planned to be a combination of affordable housing and workforce housing. Hagood Homes is working on the design, and a surveyor is determining amount of pervious vs impervious on the site. Sally requested the address of the land in BSL that was donated to St. Philips but is owned by the diocese. She would like to ask the diocese if they would be interested in selling for the construction of affordable housing. Liz is going to ask Rick Pearce if he knows the address. Sally is selling tickets for the BPH Fundraiser on May 20 at American Fish.

Lil' Bit of Help – Deb reported that Doug Cotrell is currently in Belize (he has a home there) and is monitoring the ongoing church renovations. Shirley and George plan to go in October.

ECW – Judie reported that a High Tea is planned for May 10. They are also planning to have a modified Fall Festival in coordination with MOAM doing a chili cook-off. Representatives from ECW and the Happer family will be presenting a photo-op check to Brunswick Community College for the scholarship in Kim Happer's name on June 10 or 12.

Chapel Docent Program – Deb reported they will be open Wed – Sat from 10-2 during the week of July 4<sup>th</sup>. On the 4<sup>th</sup> (Friday) they will close at the start of the parade. The return of the flags and replacement of the light fixture in the narthex has still not been accomplished.

Men on a Mission – Clark reported that MOAM is having a tour of the Battleship NC followed by a lunch on May 15. They have purchased a commercial gas grill/chicken cooker to be used for events.

Policies & Procedures – a final revision was presented by Liz. Board approved.

Chapel Annex -> Mission Center update – Liz stated that she has met with the architect and received a proposal from him. It requires a \$250 deposit and \$2000 due upon completion of schematic drawings with the remainder due upon completion of drawings. His estimate was \$4000-\$5000 in total plus the structural/HVAC/electrical/plumbing design which should be no more than \$1200. A very ballpark estimate for construction was given at \$60-70K. At the architect's suggestion, Liz met with Mansfield HVAC at the site – he did not think there would be any work beyond venting the second bathroom being added.

The committee comprised of Strategy 3 vestry members (Craig Allen, Marygrace Barber, Bill Happer and Tracy Baltz), Liz, Sally and Shannon Allen has been meeting to discuss design and future use of the building. Our hope is to convert it into a Hospitality/Mission Center for the community. It would become the central component of our outreach ministry. A committee will be formed to brainstorm ideas for use as well as how it will function.

A motion was made for the \$250 deposit to be paid to the architect from the Outreach general budget and to work with Strategy 3 to see if they can share the architect's fees. If not, Outreach will pay those fees. The motion was approved.

Liz and Sally will make a presentation to Finance & Facilities in June to request funding for renovation from the excess funds from the Capital Campaign for the Parish Hall.

A request for funds by Cape Fear Yacht Club for Youth Sailing was denied.

Ministry in Focus on May 18 – Judie will speak about UTO.  
Next meeting will be on May 28, 2025, at 4:00pm in Room 202.  
The meeting closed with the Lord's Prayer.

