

Vestry Meeting Minutes June 16, 2026

Present: Paul Bailey, Sr. Warden, Doyle Brinson, Tracy Baltz, Paul Palmer, Mary Russell, Angela Urquhart, Chris Romig (via Zoom)

Ex officio: Rick Pearce, Treasurer, Karla Platt, Bookkeeper, Lorraine Beamer, Clerk

Guest: Gary Cane

Absent: Marty Younts, Kris Holt, Bill Happer, Donna Foster, Ross Lively

1. **Opening Reflection/Prayer** – Doyle Brinson

Doyle provided a reading and reflection from “Walk in Love”

2. **Adoption of Agenda** – Paul Bailey

Paul Bailey proposed the addition of item 5 a to the agenda.

Tracy Baltz made a motion to add item 5a to the agenda: Discussion concerning retaining a chancellor. Mary Russell seconded the motion which passed unanimously. Doyle Brinson made a motion to adopt the amended agenda. Angela Urquhart seconded the motion which passed unanimously.

3. **Discussion on Re-work of St. Philip’s Website** – Paul Bailey, Gary Cane

Gary Cane from GM Web Services, LLC in Wilmington, presented an overview of the services his company could provide including specific examples and detailed explanations. He offered to answer any questions, many of which followed. After much discussion **Chris Romig made a motion to engage in a website design and development agreement between GM Web Services, LLC and St. Philip’s Episcopal Church for \$7,000 . Angela Urquhart seconded the motion which passed unanimously.**

4. **Treasurer Report** – Rick Pearce, Karla Platt, Chris Romig

The Statement of Activities was presented for the month of May 2026 showing that revenues exceeded expenditures.

- The Statement of Financial Position indicates that assets and liabilities are balanced and all accounts have been included. The Audit is underway and the auditor will be on site in July. The purpose of an audit is to see how we can do things in the best possible way for the church. The audit is not intended to search for maleficence in any way. The goal of an “unqualified opinion” is met when the auditor believes:
 - The financial statements are presented **fairly, in all material respects**.
 - The statements follow the applicable accounting standards (such as **GAAP** in the United States).
 - There was no material misstatements found during the audit.

- The auditor obtained sufficient evidence to support the opinion.

An unqualified opinion does **not** mean:

- The organization is financially healthy.
- There is no fraud whatsoever.
- Every transaction is perfect.

Our last audit received a qualified opinion.

The Endowment and Reserve Report indicate the status of the accounts in the Diocese Schwaab account begun in June of 2025. Jim Belvin is working with Teresa Osbourne, the Diocese auditor, investigating these accounts. This discussion included the Outreach Endowment.

5. Father Lin Rental and Expense Discussion – Paul Bailey

Paul indicated that the vestry has previously approved up to \$4000 for rental housing for Fr. Lin for the month of July. The actual expenses exceed this amount.

Tracy Baltz made a motion to approve payment of \$4800 for rent for the month of July and to pay the security deposit of \$2000 with the understanding that the full deposit will be returned to the church in coordination with the rental agreement details. Mary Russell seconded the motion which passed unanimously.

Doyle Brinson made a motion to reimburse Fr. Lin for travel expenses associated with his attendance at the ordination of Bishop Sarah Fisher of \$200. Chris Romig seconded the motion which passed unanimously.

- 5a Paul Bailey proposed getting a local lawyer on retainer as our Chancellor that is not a member of our parish. Several interviews were conducted. Based on the discussion with the Chancellor of the diocese, Sandra Darby is recommended. **Chris Romig made a motion to enter into a retainer agreement for the Rector and the Vestry with respect to church matters with Sandra Darby for \$750 each quarter. Mary Russell seconded the motion which passed unanimously.**

6. Strategy Teams

Strategy 1 – Whole Person Ministry – working on procedures and policies for Pastoral Care Board.

Strategy 2 – Structure for Change – working on financial (budget controls) and evaluating current and future staffing requirements.

Strategy 3 – Grow the Church - working on helping the worship board put procedures in writing that are already in place. They are also working with the Outreach Board on their policies and procedures. This discussion will continue after Fr. Lin is here.

7. **Warden comments/Updates** – Paul Bailey

- A letter was sent out to the parish describing the vestry and Senior warden responsibilities during the time between rectors. The Senior Warden is responsible for day-to-day operations.
- Consecrated Eucharist must be consumed at the end of a service or placed in the Aumbry at the church. Canon Stephanie and Bishop Fisher have made clear that only priests can distribute consecrated Eucharist at services. Licensed lay eucharistic visitors may bring communion to home-bound parishioners that is received from the altar during a regular service.
- Email communication between meetings is discouraged.
- This Sunday there will be Morning Prayer for the Rite 1 and Rite II services on campus.
- Lemonade by the VPOD begins July 5 after services.
- July 12 will be one service at 9:00 am followed by a welcome breakfast Fr. Lin and Christie.
- After discussion about financing the billboard on 211 **Paul Palmer made a motion to discontinue the billboard marketing program. Mary Russell seconded the motion which passed unanimously.**

The next vestry meeting is July 21 at 4:00 pm.

Doyle Brinson closed the meeting with a selection from “Walk in Love”.

Tracy Baltz made a motion to adjourn the meeting which was seconded by Doyle Brinson and passed unanimously.