

Present: Margaret Bearden, Bill Carney, Jim Belvin, Al Snell, Fr. Eric Mills, Bob Fuchs, Bill Bittenbender, Paul Bailey, Bobbie Fuchs

Guest: Mike Bearden

Absent: Susan Chase, Don Halbert, Bryan Wester

The meeting began at 10 AM with an opening prayer by Fr. Eric Mills.

The following items were discussed and/or decided:

- **Bob moved to approve the July minutes, Jim Belvin seconded the motion, and it was approved.**
- Mike Bearden presented the Dishwasher Committee's recommendation to purchase a pass-through dishwasher, new sink table and a second refrigerator. for the Parish Hall kitchen. The recommendation is included as an addendum at the end of the minutes. The recommendation was discussed with and received the concurrence of members of the Parish Life Committee. **Jim Belvin moved to approve the recommendation, including funding up to \$10,000 which will come from remaining capital campaign funds. Bill Carney seconded the motion and it was approved. An existing dishwasher, a granite counter top and the existing sink will be offered for sale.**
- Bob Fuchs submitted his report via email and noted the following regarding the budget: Revenues for July are less than expenses by \$14,067 and greater than expenses YTD by \$107,484. Revenues for July are less than the budget by \$3,196 and greater than the budget YTD by \$42,669. Pledges for July are greater than the budget by \$1,956 and greater than the budget YTD by \$40,768. Expenses for July are less than the budget by \$1,265 and less than the budget YTD by \$4,410. Landscaping is \$1,303 over budget YTD. Substitute Clergy is \$10,791 over budget YTD because the budget ran through August. Rector's Continuing Ed, Assistant Priest Travel, Electric & Water, Diocesan Convention, Safety & Security, Welcome Ministry, Stephen Ministry, Music Program, Flower Expense and Summer Ministry Expense are all more than \$1K under budget YTD.
- Bob Fuchs noted that 2025 budget spreadsheets were distributed to budget owners as well as the Vestry strategy teams with a requested response date of September 3.

- Bob expects, based on current numbers, that both the maintenance reserve and insurance deductible account contributions will be funded by the end of this year. Also, the board will discuss the diocesan request for an additional 1% contribution at year-end.
- Pledge statements will be mailed out in early September.
- Bob also reported that a death bequest had been received and discussion ensued on how to apply the funds. **A conditional motion, pending review of the maintenance reserve considerations, was presented by Jim Belvin to add these funds to our general endowment, from which a quarterly draw at the rate of 1% of a rolling average end-of-quarter balance of the prior 12 quarters will be moved to the operating budget.** Bill Bittenbender seconded the motion and it was approved.
- Margaret Bearden reported on Investments. Year-to-date through August 12, the Vanguard Balanced Index Fund is up 8.06%, the Vanguard FTSE All-World Ex-US Fund is up 4.94%, and the Vanguard Federal Money Market Fund is currently yielding 5.26%. The Investment Committee plans to meet to discuss the possibility of hiring an investment manager for our portfolio.
- With regard to Endowments, Jim Belvin and Canon Jim are continuing to meet with potential endowment donors.
- Bobbie Fuchs, for Stewardship, reported that the initial pledge request letter would be mailed before September 15. In advance of the first letter's mailing, F&F will advise Stewardship about a target pledge increase based on increased budget requests. The pledge card and budget narrative will follow in a separate mailing. The theme for this year's campaign is "Stewardship...A Way of Life." Six sermons on stewardship are planned.
- Each board is asked to present a poster detailing its committees/activities, as well as an attending board member to be able to answer questions for the Ministry Fair on September 15.
- Don Halbert and Deacon Pam Hayes delivered a package to the City requesting a variance for our Columbarium project. We are waiting for the decision from the City regarding this request.
- For Building and Grounds, Paul Bailey noted that remaining repairs following the lightning strike on July 1 include the elevator, steeple and LED lights on the magnetic lock on the Moore St. narthex door. Following our deductible of \$5,000, ac-

cumulating repair invoices will be submitted as insurance claims for reimbursement by our property insurer. Montgomery Contractors will look at our steeple replacement, and may be able to address the dried out HVAC seals on the roof.

- Paul Bailey for Building and Grounds noted several campus items that need to be addressed: 1) new plantings needed in area where tree was removed by the City as the area receives too much sun now for current plantings; 2) some re-sodding of zoysia caused by irrigation issues is needed; 3) the rotting fence on the east side of the sanctuary should be taken down; 4) rotting boards on the east exterior wall of the sanctuary building need to be repaired and Paul will ask for estimates (squirrels have been chewing on the wood and have further added to the deterioration.) Building and Grounds has remaining funds in the budget that can be applied to landscape costs.
- Bill Bittenbender discussed Maintenance Reserve expense expectations, noting a range of 5-25 years. HVAC replacements (12 units in all three structures), painting on a regular basis, and sanctuary roof replacement are included in these projections.
- **Bob Fuchs moved to adjourn the meeting at 11:30, followed by a second by Jim Belvin, and the motion was approved.**
- The next meeting is scheduled for September 10 at 10:00 am. The meeting may be rescheduled to an earlier date to review budget requests.

Respectfully submitted,

Margaret Bearden

ADDENDUM—DISHWASHER PROPOSAL

The present household dishwashers are inadequate with a 1 hour minimum cycle. There have been several occasions when 5-6 loads of dishes were run, taking all afternoon. Every breakfast takes 3-4 cycles, plus handwashing the cooking utensils. We sent bids to five area commercial kitchen vendors, and received no responses. We approached two of the vendors personally and Cape Fear Restaurant Supply was interested. We are also in contact with an

appliance technician in Wilmington who services restaurant equipment and sells supplies for dish machines. He will install the tables and dish machine.

We are proposing that the present metal sink be removed along with the dishwasher on the left side as well as the granite countertop above the dishwasher. The right-side dishwasher would be retained.

The new layout would consist of a 36 inch stainless counter with sink, a 26 inch dish machine and a 48 inch counter. This will add 12 inches to the current length on the wall. The right counter is for scraping plates and loading into trays. The filled trays will slide into the dish machine, with a cleaning cycle of 90 seconds. The trays exit to the left side table to dry and cool. There will be sufficient space for 2 trays on the drying table. We are considering an under counter heat exchanger to manage water temperature. One wash cycle uses 1.01 gallons of water.

There has been consideration of adding a second refrigerator as part of the total project. We can add the same brand and model of the current refrigerator for approximately \$2,295 plus tax. In order to do this, we would relocate the freezer to the storage room next to the hot water tank. This would require a 110 volt outlet to be installed. We have a greater need for refrigeration than we do for a freezer.

The old dishwasher on the left and granite counter above it will be removed and offered to best offer from parishioners. The old sink unit has some value and we may be able to sell it as well.

1. We will be removing the sink and left side dishwasher ourselves. We'll have a smaller, shallower sink than the present sink.
2. We may install a small heat exchanger to keep the kitchen water up to the proper temperature and leave the hot water supply to the other sinks in the building at a lower temperature.
3. Dishwasher soap, rinse agent and sanitizer are restaurant-grade.
4. Training is minimal, but a class will be arranged for those who will be using the machine. Instructions will also be posted.

5. We will be responsible for re-hanging the left side five-foot shelf and relocating it.

Costs.

Dish machine, tables, freight and sales tax.	\$6,473	
Installation and plumbing	750	
Heat exchanger. May not be needed	500	
Initial supplies. 1/2 case detergent.	47	1000 cycles
1/2 case rinse agent.	52	1500 cycles
1/2 case sanitizer.	30	1000 cycles
	\$7,852	
Detergent and rinse agent do not spoil		
Sanitizer. Spoils after 6-8 months		