

MEETING OF THE VESTRY – ANNUAL RETREAT THE CHURCH OF THE HOLY FAITH March 23, 2019

Vestry members present: Father Robin Dodge, Mitzi Barker, Penni Chambers, Paul D’Arcy, Dan Green, Guy Gronquist, Heidi Hahn, Leslea McCabe, Charles Rountree and Mike Ward. Also present: Father Jim Gordon and Mother Pam Graham, Associate Rectors.

Vestry members absent: None

1. I CALL TO ORDER

The meeting was called to order at 8:51 a.m. Father Robin led the service of Morning Prayer.

2. II CANONS AND BYLAWS

Canon 14: of Parish Vestries, from both the Episcopal Church USA and the Diocese of the Rio Grande were reviewed. The Bylaws of The Church of the Holy Faith were distributed electronically before this meeting.

3. III DISPOSITION OF THE FEBRUARY 28, 2019 MEETING MINUTES

Mitzi moved to accept the February 28, 2019 meeting minutes as presented, Mike seconded the motion. The motion carried unanimously.

4. IV JUNIOR WARDEN’S REPORT – PAUL D’ARCY

Paul distributed his report and discussed projects which have been completed or are in process and those projects that have yet to be started. Completed projects and in process projects include: removing plants, soil and tree from breezeway planters and moisture sealing the planters, installing sleeves for drip system, mounting of two (2) wi-fi drip system controllers and installing wi-fi access, installation of drip system (less emitters) installation of tubes under the breezeway walkway, running power to planters in breezeway and lighting, running power to janitor’s closet (next to chapel), installation of hose bibs in breezeway planter from nave crawlspace, replace hose bib on Conkey House south wall, installation of a handicapped ramp and sign posts for handicapped parking, removing and repaving six (6) sections of walkway, repair sill of stained glass window and clad sill with metal, repair canales with metal and extend membrane. Projects not yet started include: re-pointing of stone masonry, remediating exterior wooden windows and painting all exterior woodwork, windows and metal railings around the property. Total projected costs for both completed and proposed projects are estimated at approximately \$104,000.

5. V SENIOR WARDEN’S REPORT – GUY GRONQUIST

Guy encouraged all Vestry members to participate in Holy Week activities and mentioned the Pilgrimage to Chimayó, which will depart from Sacred Heart Catholic Church in Nambé at 8:45 a.m. on Wednesday, April 17.

6. VI TREASURER'S REPORT – PENNI CHAMBERS

The Statement of Operations for the month of February 2019 and the two-month period ended February 28, 2019 were distributed electronically. Penni discussed the operating results for these periods. Total income February 28, 2019 year to date is \$3,289 more than the same period in 2018 and under budget by \$4,467. Both of these figures are positive, as we are ahead of prior year and so close to budgeted amounts. Traditionally a large portion of our income is received in the last quarter of the year.

Total operating expenses February 28, 2019 year to date are \$10,469 more than the same period in 2018 and \$3,134 under budget. The increase over prior year is primarily due to the increase in health insurance costs and some timing differences in the payment of various expenses. Operating costs remain within budgeted amounts.

Mike moved to approve the financial report as presented, Dan seconded the motion. The motion passed unanimously.

Guy informed the Vestry that under the Canons of the Episcopal Church, the loose offering from one (1) Sunday a month is to be designated for use as clergy discretionary funds. Guy moved that loose collections for one (1) Sunday each month, excluding February (one Sunday's loose offerings in February is already designated for the Bishop William and Barbara Frey Scholarship Fund in the Diocese) be designated by the Vestry as clergy discretionary fund contributions beginning in April 2019, with the Vestry deciding which Sunday this should take place. Dan seconded the motion. The motion passed unanimously. It was suggested that an announcement should be placed in the Sunday bulletins informing parishioners of this policy. In response to Father Jim's query, Father Robin said that he envisioned dividing the offering equally between the clergy's discretionary funds, absent any donor intent to the contrary.

7. VII RECTOR'S REPORT – FATHER ROBIN DODGE

Father Robin also encouraged all vestry members to participate in Lenten and Holy Week activities. Father Robin will be leaving town on Thursday, March 28 for a four (4) day retreat and then will be at a National Workshop on Christian Unity and a meeting of the Episcopal Diocesan Ecumenical and Interreligious Officers (EDEIO). He will return on Thursday, April 4th. Father Robin continues his work as a member of the search committee for the Dean of St. John's Cathedral (diocesan appointment). Father Robin

also encouraged all vestry members to wear their Vestry name tags at church functions so that they were more easily identifiable to parishioners.

8. VIII ASSOCIATE RECTOR'S REPORT – FATHER JIM GORDON

Father Jim followed up on the discussion regarding the publishing of Vestry minutes. The Vestry agreed that it was important to be transparent in its meetings and to make the minutes available to the parishioners on a timely basis. Leslea moved to publish Vestry minutes in the Thursday e-blasts as soon as is practicable after the Vestry meetings with the goal of having the draft minutes distributed to the Vestry within three (3) days of the meeting, and having comments back from the Vestry with changes needed as necessary within three (3) additional days. After electronic Vestry approval the minutes would be attached to the next weekly Thursday e-blast. Mitzi seconded the motion. The motion passed unanimously.

Charles moved to have the minutes available on the church's website beginning with the first minutes of the new Vestry (first meeting date of February 28, 2019). Guy seconded the motion. The motion passed unanimously. Father Robin will work with Donna Lukacs to implement this process.

9. IX ASSOCIATE RECTOR'S REPORT – MOTHER PAM GRAHAM

Mother Pam reported that the "Pretzels and Palms" event was well attended and those participating had fun while learning. This coming Tuesday Mother Pam will lead a session on "Cocoons and Butterflies" where participants will learn more about the season of Lent. Mother Pam continues to work on establishing a Sunday School class for primary, intermediate and middle school children which would take place the same time as the Sunday Adult Forum. She hopes to have this started before the end of this school year. She is also exploring opportunities to have a Vacation Bible School (VBS) program this summer. Mother Pam continues to have many people volunteering to work in the Children's ministry. Mother Pam had a meeting with the committee responsible for the Women's Quiet Day Retreat and commended this committee for a job well done.

10. X RYAN CHRISTOPHER JORDAN'S APPLICATION FOR ORDINATION

Father Robin reported that Ryan was completing his third year of studies at Nashotah House. The Church of the Holy Faith is Ryan's sponsoring parish and as such is responsible for endorsing Ryan's application for ordination. Father Robin moved to approve Ryan's application for ordination to the diaconate. Penni seconded the motion. The motion passed unanimously and all Vestry members signed Ryan's application supporting his application for ordination.

XI

DISCUSSION OF ENDOWED RESERVE FUND

All members of the Vestry received a letter in the mail from parishioners Camille Barnett and Johanna Cinader as well as an e-mail letter from Mark Childers regarding concerns about the Endowed Reserve Fund. It was discussed that there was hurt in the parish over the establishment of the Endowed Reserve Fund. Father Robin presented a brief history of the Endowed Reserve Fund beginning with discussions that began before Father Robin was called to be the Rector of Holy Faith in 2016 through the establishment of the Endowed Reserve Fund in September 2018 (from a parishioner's designated gift). It was noted that under the Constitution and Canons of the Episcopal Church the Vestry has the authority to establish endowment funds. Regardless of this fact, both the Vestry and Clergy share concerns about the hurt and lack of trust that this has caused within the parish family. It was suggested and agreed upon, by consensus, that Father Robin prepare a letter to inform the writers of the original letter that the Vestry and Clergy would like to engage in conversation and dialogue with those experiencing hurt as a result of the establishment of the Endowed Reserve Fund. This is intended to be a meeting to listen to and hear concerns from parishioners, as well as address areas where there has been miscommunication and/or non-communication. The letter will be written and mailed before Father Robin leaves town next Thursday with a proposed meeting date following Easter Sunday.

Other Business

There was discussion regarding the payment of operating expenses for the Library out of the Scheffler Fund. This discussion was tabled until after decisions are made regarding the Endowed Reserve Fund.

Dan Green expressed concerns brought to his attention by parishioners regarding security in our church services and gatherings. Father Robin reported that a security plan is evolving to address such concerns.

Noonday Prayer and Adjournment

Mother Pam led in Noonday prayer. Mitzi moved and Mike seconded to adjourn the meeting at 11:53 a.m.