

MAY 28th, 2020 5:00 PM

VESTRY MINUTES

***DUE TO PRECAUTIONS TAKEN IN RESPONSE TO THE COVID-19 HEALTH EMERGENCY,
THE VESTRY MEETING WAS HELD VIA ZOOM***

MEMBERS PRESENT: Father Robin Dodge, Guy Gronquist, Dan Green, Leslea McCabe, Heidi Haj n, Van Swift, Charles Chambers, Walter Sterling, Charles Rountree

NON-MEMBERS PRESENT Father Jim Gordon, Mother Pam Graham, Steven Berkshire (Treasurer)

MEMBERS ABSENT: Paul D'Arcy

- **Call to Order**
The meeting was called to order at 5:03 p.m. by Father Robin who led the Vestry in an opening prayer.
- **Acceptance of the Agenda**
Leslea moved, and Dan seconded the acceptance of the agenda. *Carried unanimously.*
- **Disposition of the April 23, 2020 Meeting Minutes**
Charles R. moved, and Leslea seconded the acceptance of the Minutes. *Carried unanimously.*
- **Bible Study.**
Father Jim led the Vestry in Bible study on Acts 2:1-21
- **Treasurer's Report – Steven Berkshire**
April Financials Steven presented the April 2020 financial statements. The continuing restrictions in response to COVID-19 present financial challenges to the Parish. Efforts have been made to reduce costs while at the same time some parishioners have accelerated their pledged contributions or increased their giving. The month ended with contributions and other income of \$78,819 and expenses of \$62,229 leaving an operating surplus of \$16,590. Netted with other income and expenses there is a surplus of \$2,944 for the month and a year-to-date deficit of \$(69,985). Steven pointed out that expenses to the choir and childcare have been significantly reduced since in-person services have been suspended. He also noted that Penni Chambers has been assisting in reconciling accounts and, as a result, the Vestry will be presented with restated financial reports for the 1st Quarter of 2020. Guy moved, and Van seconded acceptance of the April Financial Statements. *Carried unanimously.*
Ratification of Electronic Votes
 - On May 4th, via email, Guy moved, and Fr. Robin seconded, and the Vestry approved the following Corporate Resolution:

Resolved that the Rev Canon Robin D. Dodge, Rector of the Episcopal Church of the Holy Faith (the "Corporation"), is authorized to procure a loan for the purposes of the Corporation from Century Bank in the amount of \$112,790.00 under terms and conditions that are deemed reasonable and in the best interest of the Corporation and is authorized to sign all documents (Corporate Resolution to Borrow/Grant Collateral,

Certification of Beneficial Owner(s), Promissory Note, Disbursement Request and Authorization, and Notice of Final Agreement) and perform such acts as may be necessary or desirable to give effect to the above resolution.

Van moved, and Leslea seconded formal ratification on the vote. ***Carried unanimously.***

- On May 6th, via email, Guy moved, and Fr. Robin seconded, and the Vestry approved the following Guild grant allocations:

<i>Feeding Santa Fe</i>	<i>4,000</i>
<i>The Food Depot</i>	<i>10,000</i>
<i>Interfaith Community Shelter</i>	<i>8,000</i>
<i>Kitchen Angels</i>	<i>5,000</i>
<i>Food ministries at Holy Faith</i>	<i>1,000</i>
<i>Bag in Hand</i>	<i>1,000</i>

Van moved, and Walter seconded formal ratification on the vote. ***Carried unanimously.***

- On May 22th, via email, Guy moved, and Fr. Robin seconded, and the Vestry approved the appointment of the 2019 auditor:

The Vestry of the Church of the Holy Faith hereby appoints Swain & Grieco to conduct the 2019 audit as set out in their engagement letter of May 19, 2020.

Dan moved, and Charles C. seconded formal ratification on the vote. ***Carried unanimously.***

- **Junior Warden's Report – Fr. Robin on behalf of Paul D'Arcy**

Fr. Robin presented a summary report prepared by Paul. The audio/visual project will be finished by the end of June, the chandeliers (both old and new) are ready to be installed in Palen Hall, and the cabinetry for the Chapel Sacristy is being completed. At this point, only projects that were underway prior to the health emergency are continuing: all other projects have been placed on hold. Of the \$190K budgeted for capital projects, an unexpended balance of \$88K remains.

- **Senior Warden's Report – Guy Gronquist**

Guy reported that Morning and Evening Prayer continues to be streamed via ZOOM with an average of 160 participants weekly.

- **Rector's Report – Father Robin Dodge**

Fr. Robin reported that about half of the Parishes within the Diocese have submitted Phase One reports articulating how the individual parishes are currently responding to the COVID-19

challenges. On May 21st, via email, Fr. Robin circulated a draft of Holy Faith's Phase One report. The Vestry replied with their approval to certify the Phase One responses. Guy moved, and Dan seconded, formal ratification of the approval. *Carried unanimously.*

Under current health department protocols, houses of worship can only hold 25% of capacity. In preparation of Phase Two opening Guidelines, the question presented to the Vestry was "how does Holy Faith act to a 'partial reopening' with the knowledge that a full reopening may be months in the future?" In open discussion, concerns were voiced that misunderstandings exist as to exactly what guidelines will be formulated and how they will affect worship and ministry. In an effort to reduce risk, there may very well be the temporary absence of hymnals, prayer books, and Bibles in addition to no congregational singing. It was pointed out that Holy Faith in particular and the Church may not return to 'normal' anytime in the near future. In response, it was suggested that clarifying what rules will be in place and articulating why they will be implemented will drive both willing participation and cooperation. Rules cannot be seen as arbitrary and online forums would be instrumental in creating understanding. It was noted how some Roman Catholic parishes have adapted to a partial reopening with a worship participation 'lottery', assigned seating, and directed movement within the sanctuary. In any event, it was emphasized repeatedly that congregational participation is imperative.

Fr. Robin encouraged Vestry members to provide their own responses and will take all observations and suggestions made to present to the Vestry at the June meeting a draft Phase Two workbook.

- **Associate Rector's Report – Father Jim Gordon**

Fr. Jim reported that there will be a ZOOM forum on Trinity Sunday. Invitations to participate will be sent and the forum will be mentioned in his sermon this Sunday. In addition, Steven Berkshire will be presenting a ZOOM forum on 'Education for Ministry', a Sewanee-based program designed to provide lay persons with a broader understanding of faith in community that he will lead later in the year.

- **Associate Rector's Report – Mother Pam Graham**

Mtr. Pam noted that the children's ministry is going strong with streaming participation exceeding traditional chapel attendance. She also reported on the 'Prayer and Praise' tree placed in the courtyard encouraging people to write their prayers, hopes, and concerns. In addition, Mtr. Pam pointed out that preparations are underway for the next 'Women's Quiet Day'.

- **Other Business**

Van Swift brought to the Vestry's attention that conversations are already taking place to determine the best way to have both a safe and successful St Nicholas Bazaar/ Twice Blessed this year. Van asked for the Vestry's support as the Guild develops potential options, including an online presence. Charles C. moved, and Leslea seconded, Vestry approval for the Guild to pursue options including an online platform for sales. *Carried unanimously.*

Dan moved, and Heidi seconded, that, there being no further business, the Vestry adjourn. Following prayer, Fr. Robin closed the meeting at 6:41 PM.

The Vestry and the Treasurer met in Executive Session from 6:50 PM to 7:04 PM to discuss personnel matters.

*Respectfully submitted,
Ej ct rgu" Tqwpvt gg"*