

April 22, 2021 – 5:00 PM
Holy Faith Vestry

***DUE TO HEALTH PROTOCOLS DURING THE COVID-19 PANDEMIC, THE VESTRY MEETING
WAS HELD VIA ZOOM***

MEMBERS PRESENT: Father Robin Dodge, Van Swift, Dan Green, Vann Bynum, Steven Berkshire, Chris Frenk, Charles Chambers, Leslea McCabe, Walter Sterling, Charles Rountree

NON-MEMBERS PRESENT : Father Jim Gordon

- **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**
Dan moved, and Steven seconded acceptance of the agenda. *Carried unanimously.*
- **Disposition of the March 25th, 2021 Vestry Minutes**
Chris moved, and Walter seconded the acceptance of the Minutes for March 25th Vestry meeting. *Carried unanimously.*
- **Ratification of Electronic Votes**
At the previous Vestry meeting, it was determined that the proceeds from the Cole bequest be placed temporarily with Northern Trust until a later date at which time the Vestry would decide the best use of the funds. Northern Trust reported that they would have need to set up a separate account in order to accept the funds. With that in mind and considering the financial position of the Parish, the Executive Committee proposed, with Van Swift moving and Dan Green seconding, that the Cole Bequest (in the amount of \$35,888.17) be directed to the Article VII endowment, the proceeds of which can be used for capital, mission & outreach, and/or operating expenditures. Members of the Vestry affirmed the proposal by email. Dan moved, and Charles C. seconded, ratification of the electronic vote of approval. *Carried unanimously.*
- **Bible Study**
Father Jim led the Vestry in Bible study on John 10: 11-18
- **Treasurer's Report – Steven Berkshire**
Steven began his presentation by remarking that the Parish was in a 'really good financial position'. Contributions and other income for March totaled \$98,431. In addition, the PPP loan to the Parish in 2020 was formally forgiven and an entry recognizing the forgiven amount of \$112,790 was entered as a revenue item bringing the total in March to \$211,222. Without considering the booked entry for the forgiven PPP loan, March shows an operating surplus of \$16,602 after expenses of \$81,829. Netted with other income (including the forgiven PPP loan) and other expenses, there is a surplus of \$50,309 for the month. Pledge and Plate for March was 158% more than in March 2020 reflecting the severe financial effects of the pandemic in 2020. Steven pointed out that 'Other Income and Expenses' included the funds released by the Missions and Outreach Grants Committee (\$19,000) and the Guild (\$16,776). These disbursements will be

reimbursed by the Scheffler portions of the Endowment by the end of the year. Also included was the cost, \$8,708, of excavation and repair alongside the West wall of the Memorial Garden.

Steven also noted that the second round of PPP funding was approved for \$131,255 and the funds were received in April. The loan will be recorded as a liability on not included as income until such time as the loan is forgiven. It will be in the cash position, however.

The reconciled cash balance for Century Bank at the at the end of March was \$527K. The cash balances of both accounts, as reported by the bank on April 21st was just over \$656K.

The 4th Quarter Balance Sheet reconciliation work has been completed. In addition, Penni Chambers has entered reconciling adjustments to 2019. The balance sheets have now been corrected and reconciled. The Vestry extended their deep appreciation and thanks to Penni for undertaking and completing this project.

The Vestry accepted the March Financial Statements as approved by the Finance Committee unanimously.

- **Junior Warden's Report – Dan Green**

Dan reported that the work in the Memorial Garden had been completed. Work to the interior wall to repair cracks will be undertaken after six months to allow for any potential settling. The total cost of the project was \$18,325.

Dan then discussed two additional projects. The first is the roofing over Conkey House. A bid of \$65,500 (plus tax) was received from Rosa's Roofing LLC for the project. This was the low bid received and the roofer has been recommended by Crocker. The bid is contingent on city inspection of the roof which may change the nature of the project and the cost. In the event additional costs are necessary, the Finance Committee and the Vestry will be consulted for approval. *The Vestry accepted the approval of the roofing project by the Finance Committee unanimously.*

The second project is improvements to the cameras and sound system. The upgrades would provide for improved broadcasting and recording of services and events. In addition, the upgrades would be integrated with the existing audio/visual system allowing the broadcast of services into Palen Hall. Equipment to operate the system would be placed in the hallway of Palen Hall and would include camera placements in the chapel, the church, Palen Hall, and outside. Cost is expected to be \$26K plus \$3K for training. In discussion, the Vestry noted that this would encourage engagement in the life of the Parish. Steps have been taken to improve broadcasting and this is the logical next step. It was expressed that the Parish has possibly extended its reach to include individuals worshipping from home and the improvements will continue to connect people to Holy Faith. It was also noted that the improvements, by moving some equipment out of the nave, will be less disruptive for in-person worship. *The Vestry accepted the approval of the audio/visual improvements project by the Finance Committee unanimously.*

- **Senior Warden's Report – Van Swift**

Van reported that the Parish was well represented at the Interfaith Shelter. She noted that it's been an 'odd year' with less individuals seeking overnight shelter and more at lunch. She also mentioned that the shelter will have a new executive director who will begin within the next few weeks.

Van also pointed out that as we slowly reopen due to favorable safety conditions, we will need to operate under Phase III health protocols.

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

Fr Robin reported that reopening the Parish for services was going well. He noted that people have been delighted to have the opportunity to worship in person. The reservation system is working smoothly and there have been positive comments on the safety measures in place. He also mentioned that visitors are attending as well.

The Diocese responded to the Phase III protocols Holy Faith has proposed saying '...thank you for being thorough.' Fr Robin feels the Diocese has confidence in both our current and future safety protocols. Fr Robin recommended that starting in June the office be reopened as it was prior to the pandemic. The Library could be reopened and small groups could resume meeting with the understanding that masks and social distancing be required. All this remains contingent on the county remaining at 'Turquoise' level. Every effort will be made to avoid having to suspend services and activities again.

In discussion, the Vestry voiced support for continued efforts to reopen the Parish and expressed that a prudent approach was best.

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

Fr Jim reported that plans are being made for an upcoming Adult Forum on 'Atonement' as well as a follow up discussion on the sermon 'Cold Case Christianity' which examines the Gospels as witness statements.

- **Further Business**

Clergy can designate a portion of their salary as housing for tax purposes. To that end, Mtr Madelynn has requested Vestry approval for her designation. This is usually done in December but since she has only joined the Parish recently, it's been requested now. Fr Robin moved, and Steven seconded approval of Mtr Madelynn's housing designation. *Carried unanimously*

There being no further business, Van moved, and Steven seconded adjournment. *Carried unanimously*. Fr. Robin the closed the meeting with prayer at 6:34 PM.

Respectfully submitted,

Charles Rountree