

March 26, 2020 – 5:00 PM

## VESTRY MINUTES

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

MEMBERS PRESENT: Father Robin Dodge, Guy Gronquist, Paul D'Arcy, Dan Green, Leslea McCabe, Heidi Hann, Van Swift, Charles Chambers, Walter Sterling, Charles Rountree

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

- **Call to Order**  
The meeting was called to order at 5:15 p.m. by Father Robin who led the Vestry in an opening prayer.
- **Acceptance of the Agenda**  
Paul moved, and Van seconded the acceptance of the agenda. *Carried unanimously.*
- **Disposition of the February 20, 2020 Meeting Minutes**  
Guy moved, and Leslea seconded the acceptance of the Minutes. *Carried unanimously.*
- **Bible Study.**  
Father Jim led the Vestry in Bible study on John 11: 1-45
- **Treasurer's Report – Steven Berkshire**
  - (A) **February Financials** Steven presented the February 2020 financial statements. The month ended with contributions and other income of \$110,671 and expenses of \$104,779 leaving an operating surplus of \$5,892. Netted with other income and expenses there is a deficit of \$(24,963) for the month and a year-to-date surplus of \$7,226. Steven noted that as of March 23<sup>rd</sup>, the Parish had \$463,407 in the two cash accounts. Steven expressed concern that suspension of services and activities due to the health emergency would have a negative impact on the financial health of the Parish. Steven moved, and Guy seconded acceptance of the February financial statements. *Carried unanimously.*
  - (B) **First Citizens Bank Corporate Resolutions** First Citizens Bank requires that a second corporate resolution be approved by the Vestry in order to update signatures. Guy moved, and Van seconded approval of the corporate resolution retroactive to February 20, 2020. *Carried unanimously.*
  - (C) **Mission and Outreach Allocations** The Vestry was presented with the grant award requests from the Mission and Outreach Grants Committee having been reviewed and approved by the Finance Committee. Guy moved, and Van seconded approval of the grants as recommended. *Carried unanimously.*
- **Junior Warden's Report – Paul D'Arcy**  
On March 11th, Paul forwarded an email request to the Vestry for authorization to go forward with the (1) fabrication of three new chandeliers and rewiring the three existing chandeliers in Palin Hall and (2) renovation of the chapel sacristy . Having received approval via email, Leslea

moved, and Charles R. seconded formal ratification of the electronic authorization. *Carried unanimously.*

Paul began his presentation by stating that projects had been halted due to the health emergency. He went on to update the status of the orders placed prior to the COVID-19 outbreak discussing in detail the concern of the potential insolvency of the vendors and contractors involved. Paul recommended, and the Finance Committee concurred, that the Parish take possession of all equipment and products purchased on our account up to the value of the deposits. In addition, Paul, with Finance Committee approval, recommended that no further capital projects be undertaken so that the Parish does not have to draw from invested funds. Guy moved, and Paul seconded that the Executive Committee be authorized to deal with taking possession of equipment and products purchased on our account and to allocate necessary funds for delivery as necessary. *Carried unanimously.*

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

Guy noted that the ZOOM participants of Morning and Evening Prayer exceeded the number of those who normally attend.

Guy expressed deep concern that contributions had declined dramatically since services had been suspended. While the Parish has the benefit of cash reserves to mitigate the fall in donations, he reported that the Finance Committee recommends to the Vestry to send a pastoral letter asking parishioners to continue their contributions as planned. In discussion, it was mentioned that this would be an opportunity to encourage parishioners to enroll in automatic payments.

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

Fr. Robin began by saying we were in uncharted waters. Every effort is being made to remain nimble and responsible in a situation that is rapidly changing. He went on to thank everyone for their support and feedback. Services will be streamed online and while technical issues have presented themselves, they are being addressed. The response from parishioners to online services has been very positive. The Holy Week events of the Palm Sunday procession and the pilgrimage to Chimayo have been cancelled. However, the Bishop will participate in the Palm Sunday service.

- **Associate Rectors Report – Father Jim Gordon**

Fr. Jim reflected that while we are battling fears and uncertainty, he also believes that the continued presence of Holy Faith online provides a sense of continuity and community. He went on to say that telephone calls are being made to parishioners to determine if help is needed and suggested that that a pastoral call be made to each member of Holy Faith. Fr. Jim expressed his belief that God will bring much good out of this situation and that these times will forge deeper bonds within our faith family.

- **Associate Rectors Report – Mother Pam Graham**

Mtr. Pam said that plans were in place to have a ZOOM Children's Chapel. She also mentioned that she was keeping in touch with families with the Parish and with members of the Women's Spirituality Group.

- There being no further business, Van moved, and Leslea seconded, to adjourn. *Carried unanimously*. The meeting closed at 6:37 PM following a prayer lead by Father Robin.

The Vestry excused non-members and met in Executive Session from 6:38 PM to 7:03 PM to discuss personnel matters.

*Respectfully submitted,*

*Charles Rountree*