

June 25, 2020 – 5:00 PM
Holy Faith Vestry

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

MINUTES

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

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

OTHER ATTENDEES: Bishop Michael Hunn, Canon to the Ordinary Lee Curtis, Chancellor for New Mexico Karen Aubrey

- **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 Van seconded the acceptance of the agenda, as amended. *Carried unanimously.*
- **Disposition of the May 28th, 2020 Meeting Minutes**
Leslea moved, and Charles R. seconded the acceptance of the Minutes. *Carried unanimously.*
- **Bible Study.**
Father Jim led the Vestry in Bible study on Mathew 10:40-42
- **Report on Bishop’s Ridge Property**
Bishop Hunn opened a discussion on the future of Bishop’s Ridge in light of the gift history of the property to the Diocese from Holy Faith. The Diocese is beginning a discussion on finances reflecting both the challenges of the pandemic as well as developing the 2021 Diocesan budget. Because of the pandemic, Bishop’s Ridge is suffering from a loss of revenue and a strategy concerning not only Bishop’s Ridge but the Bosque Center beyond the 2021 budget is timely. Bishop’s Ridge operates at a deficit with projections, prior to the pandemic, to close the deficit over time. A growth fund of \$400K exists to cover deficits and to address capital improvements. Projected operating expenses in 2021 are anticipated to be \$136K. At this point, there are four considerations for both Bishop’s Ridge and for the Bosque Center (1) Continue operating both properties anticipating that revenue will recover; (2) Sell one of the properties; (3) Sell both of the properties or; (4) Shutter both of the properties until the opportunity to reopen presents itself. The Bishop emphasized that no decisions have been made and the Diocese was considering long-term strategies (10-15 years) and how do the properties fit into whatever strategy is placed in action. Strategic planning was undertaken last year when the Diocese faced a budget shortfall and the planning continues.

In response to specific question, it was noted that deferred maintenance on Bishop’s Ridge is being addressed although a number of large projects remain ahead. At this time, there is a small

salaried staff, no hourly employees, and contracted services for landscaping and cleaning have been suspended. A preliminary assessment of the properties reported that the Bosque property might sell for \$3.3M and the Bishop's Ridge property for \$1M. There are no mortgages or encumbrances on either property. The normal use of the property is for a six-week summer camp and for congregational use. In the event the property was sold, funds would be endowed and the proceeds of the fund would be directed towards youth ministries and education.

It was noted that the conveyance of the property to the Diocese in the 1960's included a letter from Holy Faith that stated the Diocese had a 'moral obligation' to return the property if it was not used for religious or educational purposes. The 'Bateman Report', which presented different scenarios concerning the property, referenced the 'moral obligation' and it was acknowledged that the report was written prior to a thorough review of all documents available. It was agreed that it was necessary to review all documents in order to inform any decision concerning the potential sale of the property. Bishop Hunn promised that the documents that the diocese had would be forwarded to Father Robin by Chancellor Aubrey. The Vestry emphasized that Holy Faith must be a part of any decision in order to address the concerns of parishioners and to avoid any action that might result in mistrust between the Parish and the Diocese.

Prior to their leaving the meeting, Fr. Robin and the Vestry thanked Bishop Hunn, Canon Curtis, and Karen Aubrey for joining the Vestry tonight in a frank discussion.

- **Treasurer's Report – Steven Berkshire**

May Financials Steven presented the May 2020 financial statements. The suspension of services continues to present financial challenges. The month ended with contributions and other income of \$72,501 and expenses of \$92,753 leaving an operating deficit of \$(20,252). Netted with other income and expenses there is a deficit of \$(697) for the month and a year-to-date deficit of \$(55,649). Steven pointed out that the financial report reflects the receipt of \$30K towards capital projects. He also mentioned that members continue to give generously noting that pledge for May was \$71,303 compared to a budgeted amount of \$71,588. Cash balances in the two bank accounts total \$502K as of June 25th which includes \$112K in PPP funds.

Paul moved, and Leslea seconded acceptance of the May Financial Statements. ***Carried unanimously.***

The Desert Chorale has requested that their rent be decreased beginning in August and for the remainder of the year from \$1,200 to \$600 a month. Charles R. moved, and Dan seconded reducing the rent as requested pending approval of the Trustees of the Property. ***Carried unanimously with Guy abstaining.***

In order to provide Steven Berkshire, in his role as Treasurer, access to the Clergy Discretionary Funds banking activity, Guy moved, and Van seconded a corporate resolution authorizing access. ***Carried unanimously.***

On June 4th, the following request was approved by the Vestry:

“The Vestry approves the request of the Guild to add a storefront to the current Holy Faith website using woocommerce.com for the purpose of selling goods in advance of and in connection with the traditional St Nicholas Bazaar. The cost of such software, estimated to be \$500, is to be paid for out of the main Article Six

Endowment Fund income, not the Scheffler Guild income, as a statement of support from the Vestry to the Guild in these challenging times.”

Guy moved, and Dan seconded, formal ratification of the electronic vote. *Carried unanimously*

- **Junior Warden’s Report – Paul D’Arcy**

Paul presented an update on ongoing projects. The audio/visual project in the Conkey House conference room has been completed. The work in Palen Hall continues with the chandeliers (both old and new) are ready to be installed. We are waiting for cabinets to continue with the Chapel Sacristy project. Paul expressed hope that we can complete 2020 without major repairs while focusing on projects that require immediate attention. Of the \$190K budgeted for capital projects, an unexpended balance of \$92K remains.

In the interest of time, Guy and Father Jim both passed on presenting their reports. Fr. Robin suggested that the Vestry review the Phase II Workbook and that we convene at a later date to discuss and accept the report for Diocesan review. By consensus, the Vestry accepted the suggestion.

Guy moved, and Van seconded, that, there being no further business, the Vestry adjourn. *Carried unanimously.*

Following prayer, Fr. Robin closed the meeting at 7:25 PM.

The Vestry and the Treasurer met in Executive Session from 7:27 PM to 7:29 PM to discuss personnel matters.

Respectfully submitted,

Charles Rountree