

**October 22, 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, Dan Green, Heidi Hahn, Van Swift, Charles Chambers, Walter Sterling, Leslea McCabe, Charles Rountree

MEMBERS ABSENT: Paul D'Arcy

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

- **Call to Order**  
The meeting was called to order at 5:01 p.m. by Father Robin who led the Vestry in an opening prayer.
- **Acceptance of the Agenda**  
Guy moved, and Dan seconded acceptance of the agenda. *Carried unanimously.*
- **Disposition of the September 24, 2020 Vestry Minutes**  
Dan moved, and Van seconded the acceptance of the Minutes for September 24th. *Carried unanimously.*
- **Bible Study.**  
Father Robin led the Vestry in Bible study on Matthew 22:34-46.
- **Treasurer's Report – Steven Berkshire**  
Steven presented the September financial statements. The month ended with contributions and other income of \$76,698 and expenses of \$76,329 leaving an operating surplus of \$367. Netted with other income, other expenses, and a transfer from Northern Trust there is a surplus of \$131,455 for the month. Contributions included an unexpected gift of \$24K from a former parishioner. The transfer from Northern Trust of \$115K was to reimburse capital expenditures as well as grants made by Missions & Outreach and the Guild. Operating expenses are 11% below budget and 26% below prior year actual expenses for September 2019. Pledges received in September of \$51,792 are 6% more than budget. With the addition of the \$24K gift, Holy Faith is 44% above actual pledge (and plate) for September 2019. Because services were closed to in-person worship in September, there is no plate to report for the month.

Cash balances in the two bank accounts are just under \$480K as of October 20<sup>th</sup>.

Steven presented a cash projection for the remainder of the year anticipating a year end cash balance of \$340K. The year-end estimate does not include anticipated pre-paid 2021 pledges. There may be adjustments to the preparation of the forecast in an effort to have as accurate a

projection as possible. These changes, if any, will be presented at the next Finance Committee meeting for review.

The application for the federal Payroll Protection loan forgiveness was successfully submitted. No response yet on the status of the loan forgiveness.

Additional questions from the auditors has delayed the conclusion of the final report. Steven anticipates it will be completed and ready for presentation by the November Finance Committee and Vestry meetings.

- **Junior Warden's Report – Fr Robin Dodge**

Fr. Robin, in Paul's absence, mentioned that the Parish received an unusually large water bill and that Paul is working with the utility to resolve the issue.

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

Guy reported a concern on the length of the services under COVID-19 health protocols. Some parishioners are apprehensive with the time spent indoors. In response, Fr. Robin noted that steps are being taken to shorten the services: prayers will follow a shorter form, announcements (if any) may take place before the services, and less time may be spent on sermons.

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

Response to the resumption of in-person worship September 27<sup>th</sup> was positive. The reservation system worked well, attendance averaged about 25 worshipers at both the 8:30 and 11:00 service, all health protocols were well received. Unfortunately, the surge in COVID-19 cases has resulted in the suspension of services again. He went on to mention that the Bishop strongly recommends suspension of services if the positivity rate exceeds 5%. Closing is mandatory if the rate exceeds 10%. The goal is to be open when the safety of the participants can be reasonable assured. Fr Robin went on to say we should not be discouraged and that we may have to accustom ourselves to back-and-forth openings and closings until the pandemic ends.

Stewardship kicks off on All Saints Sunday. The "Faith and Holy Faith" brochure has been printed and will be ready to distribute next week. A special Evensong will be held followed by a virtual kick-off reception.

The Diocesan Convention occurs at the end of next week during which a vote will be taken on the proposed budget.

Mtr. Madelynn Johnston has requested affiliation with Holy Faith. Her connection with Holy Faith goes back quite some time and she would assist with services as needed. It would be necessary for the Vestry to affirm licensing Mtr. Madelynn as a non-stipendary assisting priest. Guy moved, and Charles C. seconded Vestry affirmation. *Carried unanimously.*

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

Fr. Jim reported that another virtual Adult Forum was held last Sunday at 2 PM. The later time was to accommodate in-person worshipers. Fr. Robin thanked Fr. Jim for the efforts necessary to continue to forums.

- **Other Business**

A question was raised concerning the St. Nicholas Bazaar. It was noted that plans are moving forward with both an online and limited in-person bazaar with health protocols dictating how best to proceed.

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

Following prayer, Fr. Robin closed the meeting at 6:24 PM.

*Respectfully submitted,*

*Charles Rountree*