

October 28, 2021 – 5:00 PM
Holy Faith Vestry
Youth Room, Conkey House
The Church of the Holy Faith

MINUTES

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

NON-MEMBERS PRESENT: Father Jim Gordon, Deacon Lynn Finnegan

- **Call to Order**
The meeting was called to order at 5:00 p.m. by Fr Robin who led the Vestry in an opening prayer. Fr Robin began by welcoming Deacon Lynn to the Vestry meeting.
- **Acceptance of the Agenda**
Dan moved, Chris seconded acceptance of the agenda as amended. *Carried unanimously.*
- **Disposition of the September 23, 2021 Vestry Minutes**
Steven moved, and Walter seconded the acceptance of the Minutes for the September 23rd, 2021 Vestry meeting. *Carried unanimously.*
- **Ratification of the Electronic Vote – Snow Dam**
Earlier in the month, the Vestry approved, by email, the installation of a snow dam on the west side of the Nave. Leslea moved, and Van seconded ratification of the electronic approval. *Carried unanimously.*
- **Bible Study**
Father Jim led the Vestry in Bible study on Ruth 1:1-18
- **Treasurer's Report – Steven Berkshire**
Steven reported that the cash position of the Parish remains excellent. Offerings are down but it is not a concern unless it continues through the end of the year. Steven is confident we will close the year meeting out budget expectations. He went on to report that offerings and other income for the month totaled \$49,645. Operating expenses totaled \$79,730 resulting in an operating deficit of \$(30,085). Netted with other income and other expenses, there is a deficit of \$(41,370) for the month and a deficit of \$(96,609) for the year-to-date. Contributions of \$35,942 for pledges and plate are less than September 2020 by 53%. Steven pointed out that the year-to-date deficit includes expenditures for capital projects, as well as Guild and Mission & Outreach disbursements, which will be funded by transfers from the endowment at year end greatly reducing, if not eliminating, the deficit.

At the end of September, the reconciled cash balance for Century Bank was \$210K and for First Citizens was \$240K for a total of \$451K. The cash balances of both accounts, as reported by the bank on October 27th was \$474,393.

The Investment Committee met earlier today and Steven presented a summation of the 3rd quarter investment results. The endowed funds held with Northern Trust suffered negative returns in the 3rd quarter: the endowed funds had a value \$10.2M on September 30th. However, the market has recovered since and the value of the endowed funds have increased to \$10.6M as of October 27th. The Investment Committee recommended that a quorum of four be present to conduct Committee business which the Finance Committee approved unanimously.

Steven remarked that we continue to wait for the completed audit report from Swain and Grieco, our auditors.

In discussion, expenses related to the Campbell Pension were explained. It was also noted that expenses related to the website upgrades would be reclassified from operating expenses to capital expenditures.

Lastly, Steven mentioned that both the Finance Committee and the Investment Committee are seeking new members.

The Vestry accepted the September Financial Statements, the Quarterly Investment Summary, and the requirement of a quorum of four to conduct Investment Committee business, all recommended by the Finance Committee, unanimously.

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

Dan began by reporting that the balance the Capital Expenditures budget stood at \$12,427. He went on to report the glass doors that are to be installed in the hallway of Palen Hall have been delivered. However, it was determined that safety concerns require the reconstruction of part of the wall to allow the doors to open properly. This will result in additional costs of approximately \$6,900.

The Vestry accepted the additional costs to reconfigure the wall as recommended by the Finance Committee by consensus.

Dan also reported that the vendor for the fire alarm system has completed their assessment of the installation. It now goes to the fire marshal who may conclude that additional work will be required which could potentially increase the cost. Dan will keep the Vestry informed of any changes to the cost estimate.

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

Van reported the week of October 31st to November 6th is Holy Faith week at the Interfaith Shelter.

She also reported that Mtr Madelynn is doing a wonderful job with 'Women's Spirituality' and that there have been requests for additional programs. A 'Quiet Day' is being planned to take place in February: Van anticipates as many as 100 participants may attend.

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

Fr Robin reported the Diocesan Convention begins this evening with ZOOM meetings through Saturday. The focus will be on budget concerns as well as Canon and Constitution revisions.

The new camera system has gone 'live' and the response has been very positive. Operators of the system follow a script which will be modified as everyone becomes comfortable with the new system.

The Stewardship Campaign began last Sunday co-chaired by Leslea and Frank McCabe. Ingathering will be November 21st followed by a Parish Thanksgiving dinner that evening at 5PM.

Lastly, Fr. Robin reported that Advent begins November 28th and there is optimism the Parish will return to three services and an Adult Forum that day. Some health protocols will remain in place.

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

Fr Jim reported that no Adult Forums took place in October due to other services and events. The resumption of Forums will probably begin as a coffee hour with a short, if any, presentation.

Once everyone is comfortable with the new camera system, the 'Santa Fe New Mexican' will be invited to report on it.

- **Deacon's Report – Deacon Lynn Finnegan**

Deacon Lynn began by expressing how glad she was to be involved with the Vestry. She is still meeting with Parishioners and learning names and faces. Working with Fr Jim, she is developing a 'Faith Family' to assist Parishioners in need. 15 people have signed up for training to be care givers with a Christian perspective. She is very encouraged by the response. She went on to summarize that a Deacon's role is to be a bridge between the needs of the community and the resources of the Parish.

- **Other Business**

There being no further business, Dan moved, and Charles R. seconded adjournment. *Carried unanimously*. Fr. Robin the closed the meeting with prayer at 6:15 PM.

Respectfully submitted,

Charles Rountree