

**November 16, 2023 – 5:00 PM**  
**Holy Faith Vestry**  
**Youth Room, Conkey House**  
**The Church of the Holy Faith**

**MINUTES**

MEMBERS PRESENT: Fr Robin Dodge, Mike Morrissey, Chris Frenk, Ruth Rael, Kaki Grubbs, Peter Lockyer, Charles Rountree

MEMBERS ABSENT: Steven Berkshire, Mark Everett, Vann Bynum

NON MEMBERS PRESENT: Mtr Lynn Finnegan

- **Call to Order**  
Fr Robin called the meeting to order at 5:00 PM and led the Vestry in prayer.
- **Acceptance of the Agenda**  
Ruth moved, and Mike seconded acceptance of the agenda. *Carried unanimously.*
- **Disposition of the Minutes from the October 26<sup>th</sup>, 2023 Vestry Meetings**  
Mike moved, and Ruth seconded acceptance of the minutes of the October 26<sup>th</sup>, 2023 Vestry meeting. *Carried unanimously.*
- **Bible Study**  
Fr Robin led the Vestry in Bible study on Matthew 25: 14-30
- **October 2023 Financial Reports – Fr Robin Dodge**  
In Steven’s absence, Fr Robin led the Vestry in a review of the Treasurer’s Report for October. Operating income for October totaled \$72,103 and operating expenses totaled \$93,125 resulting in a deficit of \$(21,022) for the operation of the parish. Netted with other income and expenses, the month ended with a \$(22,892) deficit. It was noted that expenses were higher than budgeted due to reimbursements and payments made in October for the previous quarter. Fr Robin reported that over the next several weeks there will be conversations with households who made pledges for 2023 that have not been significantly fulfilled. He also noted that 45 pledges totaling \$279K have been committed since the 2024 stewardship campaign began. The goal is to receive 240 pledges totaling \$1M. There is an ingathering of pledges during each service Sunday November 19<sup>th</sup> and the stewardship campaign concludes with the Parish Thanksgiving Dinner that evening at 5 PM.

The Treasurer’s Reports noted the cash position at October 31<sup>st</sup> as:

• Century Bank	\$ 48K
• First Citizens	\$191K
• Sunflower	\$ 2.5K
• Sunflower Money Market	\$138K

The cash balance of all accounts as of November 11<sup>th</sup> totaled \$370,681.

*The Vestry accepted the November financials as recommended by the Finance Committee, unanimously.*

- **Investment Report – Peter Lockyer**

Peter reported that while the endowment declined 3% in the 3<sup>rd</sup> quarter 2023, investments increased 13.1% over the previous 12 months. The October month-end value of the endowments total \$8.880M reflecting volatile market conditions but increased to \$9.133M as of November 11<sup>th</sup>.

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

In Vann’s absence, Fr Robin reviewed the Junior Warden’s Report with the Vestry. The HVAC project for Conkey House is almost complete needing only the installation of the control panel. Progress billing for the HVAC installation will follow and it is anticipated that there will be sufficient funds available between normally robust year-end giving and the 2<sup>nd</sup> of two annual endowment draws.

Vann reported that he discussed with Sarah McCarty continuing her work with gardening. He has recommended, and the Finance Committee concurred with his recommendation, increasing monthly compensation for gardening from \$1,000 to \$1,100 remarking on Sarah’s excellent work and obvious commitment to maintain and enhancing the gardens and plantings.

*The Vestry accepted increasing compensating Sarah McCarty for gardening services from \$1,000 to \$1,100 monthly for 2024 as recommended by the Finance Committee, unanimously.*

- **Senior Warden’s Report – Mike Morrissey**

Mike reported that the Executive Committee, which focuses on both management and governance of the Parish, is continuing consideration of a successor to Vann Bynum as Junior Warden and Steven Berkshire as Treasurer.

- **Rector’s Report – Fr Robin Dodge**

Fr Robin reported on the results of the parish survey. In discussion, it was noted that a gratifying number of households completed the survey and the overall responses were positive. He mentioned that the last Parish survey was conducted when preparing the Parish profile in 2017. The 2017 survey and the current survey are remarkably similar with overwhelmingly positive responses related to preaching, liturgy, and music. The opportunity to include remarks in the survey resulted in constructive criticism and suggestions that the Vestry will act upon to discern the wishes of the Parish. The next effort will be to share the results of the survey with the Parish prior to the end of the year. Peter agreed to prepare a summary of the results for review at the December Vestry meeting.

Fr Robin also reviewed the service schedule through the next several weeks noting that the schedule can be found in the current Advent 2023 Faithway online at <https://holyfaithchurchsf.org/faithway-eneewsletter/>

- **Associate Rector’s Report – Mtr Lynn Finnegan**

Mtr Lynn reported that the Adult Forum will continue to focus on the Gospel of Mark for the next two Sundays.

Faith Family continues to grow in enthusiasm and energy. She noted that requests for assistance are quickly met.

For some, the holiday season can be a time of emotional challenges. A special Taize Service will be conducted December 19<sup>th</sup> to bring a message of hope and support to those facing sorrow during this time of year.

- **Other Business**

There being no further business, Ruth moved, and Mike seconded adjourning the meeting. *Carried unanimously*. The meeting concluded with prayer at 6:17 PM.

*Respectfully submitted,*

*Charles Rountree*