

**December 16, 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, Leslea McCabe, Vann Bynum, Charles Chambers, Walter Sterling, Charles Rountree

- **Call to Order**  
The meeting was called to order at 5:03 p.m. by Fr Robin who led the Vestry in an opening prayer.
- **Acceptance of the Agenda**  
Van moved, and Chris seconded acceptance of the agenda as amended. *Carried unanimously.*
- **Disposition of the November 18, 2021 Vestry Minutes**  
Steven moved, and Dan seconded the acceptance of the Minutes for the November 18<sup>th</sup>, 2021 Vestry meeting. *Carried unanimously.*
- **Bible Study**  
Father Robin led the Vestry in Bible study on Luke 1:39-55
- **Treasurer's Report – Steven Berkshire**  
Steven began by reporting that the Parish has received 161 pledges (which include 13 new pledges) towards the 2022 financial year totaling \$837K. In addition, new pledges will be matched up to a total of \$25K by a generous parishioner. Steven mentioned he is confident we should receive an additional \$200K in pledges. Offerings and other income for November totaled \$111,319 which includes \$39,509 in prepayments of 2022 pledges. Operating expenses totaled \$76,391 resulting in an operating surplus of \$35,928. Netted with other income and other expenses, there is a \$24,632 surplus for the month and a deficit of \$(11,512) for the year-to-date. Contributions of \$109,020 for pledges and plate exceeded November 2020 by 66%. Steven pointed out that the year-to-date deficit includes expenditures for capital projects, as well as Guild, Library, and Mission & Outreach disbursements, which will be funded by transfers from the endowment at year end. He also reported that the 4<sup>th</sup> Quarter Balance Sheet should be ready for review at the next Vestry meeting. The application for loan forgiveness for the second PPP loan (amounting to \$131,255) was submitted at the end of November, although the application will need to be resubmitted due to a technical issue. Once the loan has been forgiven, the loan amount will be moved from the Balance Sheet to undesignated income.

At the end of November, the reconciled cash balance for Century Bank was \$219K and for First Citizens was \$240K for a total of \$459K. The cash balances of both accounts, as reported by the bank on December 16<sup>th</sup> was \$442,670. Steven reported that the investment market continues to be volatile. The endowed funds, held at Northern Trust, reported a November month-end value of \$10,519,842, increasing to \$10,690,369 as of December 16<sup>th</sup>.

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

Steven then presented the proposed 2022 budget. He pointed out the following highlights:

- A budgeted year-end surplus of \$10,792.
- A 6% salary increase for clergy and staff.
- The addition of another clergy position beginning the summer of 2022.
- Additional funds for Adult Education.
- Additional funds for ongoing maintenance of the gardens.

In discussion, it was noted that with Fr Robin beginning a sabbatical this year and with Fr Jim retiring in 2023, it will be prudent to bring on a new clergy member beginning this Summer. It was also noted that there have been no salary increases in the last few years.

***The Vestry accepted the proposed 2022 Budget, as recommended by the Finance Committee, unanimously.***

Steven then reported that the Estate of Allen Mason is forwarding a bequest to Holy Faith of approximately \$12,500. The bequest is an unrestricted gift and, as such, can be directed by the Vestry as needed. The Finance Committee recommends to the Vestry the best use of the bequest would be to place it in the Article VII Endowment.

***The Vestry unanimously accepted the recommendation of the Finance Committee to direct funds from the Estate of Allen Mason to the Article VII Endowment.***

Lastly, the Vestry is required to authorize the annual housing allowance for the Clergy. Steven moved, and Dan seconded, a resolution approving the 2022 housing allowances for Fr. Robin, Fr. Jim, and Mtr Madelyn. ***Carried with the abstention of Fr. Robin.***

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

Dan briefly updated the Vestry on the status of 2022 projects noting the upgrades to the fire system, which include heat detectors and other technical enhancements. The additional costs are estimated to be \$5,500. It will then be necessary for the state fire marshal to approve the system. Dan noted that the upgrades may result in a discount on the building insurance. While work may not begin until 2022, payment for the system will be made in 2021. The Sacristy project, which was a priority at the beginning of the year, has been scheduled for 2022 due to securing supplies. Lastly, Dan presented the Vestry with two proposals for maintenance of the gardens. After discussion, Vann moved, and Charles R seconded, accepting the proposal from Sarah McCarty. ***Carried by a majority vote.***

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

Van read a correspondence from Sallie Bingham written to the *Santa Fe New Mexican* concerning the Interfaith Shelter urging a resolution to the ongoing problems between the homeless population and the surrounding neighborhood. She then reported that 23 children are rehearsing for the Christmas pageant. She said that it was 'wonderful to see so many children and young families!'. Plans for the 'Women's Spirituality Quiet Day', scheduled for February 12<sup>th</sup>, 2022, are in place: attendance is expected to be up to 75 participants. Van concluded by reporting she attended a meeting of Senior Wardens to discuss health protocols and the consensus from the meeting was to rely on the best judgement of each Parish to decide the best course of action in the face of the Omicron variant.

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

Fr Robin began by reporting that there will be multiple services to observe Christmas. The 11 AM service on December 26<sup>th</sup> will be 'Lessons and Carols'. After the New Year, a series will be presented at the Adult Forum on 'Welcome Back to Basics' which will be a refresher series on the liturgy and history of the Episcopal Church. It is hoped the series will be especially useful to new members who have joined during the pandemic.

Fr Robin noted that in 2020, the previous Vestry was tasked by the Diocese to review the Parish archives to determine Holy Faith's involvement with the Boy Scouts. In light of the Boy Scouts filing for bankruptcy protection, it was determined to be in the Parish's best interest to document times when Holy Faith has either sponsored a Scout Troop or hosted scouting events. This has become more meaningful in that an allegation of abuse occurring in a Boy Scout troop sponsored by the Parish, dating back to the 1950's, has been made. While the statute of limitations has passed, the Diocesan Chancellor has strongly recommended that the Parish agree to be an 'Interested Party' in the Boy Scouts of America bankruptcy proceedings so that Holy Faith can be well represented by steps the Diocesan Chancellor is undertaking to protect the interests of the Parish.

In the annual licensing of assisting clergy, Fr. Robin requested that the Vestry approve Mtr Madelyn's license to continue service in the Parish. Fr Robin moved, and Van seconded, Vestry approval for a license for Mtr Madelyn to continue service to Holy Faith. ***Carried unanimously.***

- **Other Business**

Fr Robin updated the Vestry on the ongoing dispute concerning the unusually high water bill dating to September 2020. Because of scheduling delays due to the pandemic, a meeting wasn't scheduled until this month in an effort to resolve the dispute. Fr Robin, Van, Dan, and Steven along with the former Junior Warden Paul D'Arcy, participated in a ZOOM hearing. The reasons for the dispute were presented and a decision to resolve the dispute is pending.

There being no further business, Dan moved, and Van seconded adjournment. ***Carried unanimously.*** Fr. Robin the closed the meeting with prayer at 6:36 PM.

*Respectfully submitted,*

*Charles Rountree*