

December 17, 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, Heidi Hahn, Van Swift, Walter Sterling, Leslea McCabe, Charles Rountree

MEMBERS ABSENT: Charles Chambers

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

- **Call to Order**
The meeting was called to order at 5:05 p.m. by Father Robin who led the Vestry in an opening prayer.
- **Acceptance of the Agenda**
Guy moved, and Paul seconded acceptance of the agenda as amended. *Carried unanimously.*
- **Disposition of the November 19, 2020 Vestry Minutes**
Dan moved, and Walter seconded the acceptance of the Minutes as corrected for November 19. *Carried unanimously.*
- **Bible Study.**
Father Jim led the Vestry in Bible study on Luke 1: 26-38.
- **Senior Warden’s Report – Guy Gronquist**
Guy reported that as of the previous Monday morning, 5,000 parishioners have taken part in Daily Offices since the virtual platform began. Fr. Robin and the Vestry expressed their deep appreciation to Guy for taking on this task. We are ‘deeply in your debt’.

Guy also reported that the Parish By-Laws require that the Annual Meeting be held each January 31st. With the ongoing challenges of the pandemic, Guy proposed that the Executive Committee take the lead in preparing for the meeting. Guy moved, and Dan seconded to authorize the Executive Committee to plan and execute the 2021 Annual Meeting as a virtual meeting. *Carried unanimously*

Guy also mentioned that he, Heidi, and Paul would be rotating off the Vestry this year.
- **Treasurer’s Report – Steven Berkshire**
Steven presented the November financial statements. The month ended with contributions and other income of \$144,837 of which \$102,777 were prepaid 2021 pledges. Expenses totaled \$67,427

leaving an operating surplus of \$77,410. Netted with other income and other expenses, there is a surplus of \$94,005 for the month. Steven noted that while prepaid 2021 pledges have a positive impact, 2020 pledge payments received in November were 30% less than budgeted and 36% less than 2019 pledge payments received in November 2019. Operating expenses are 23% below budget and 32% below prior year actual expenses for November 2019. The year to date deficit is \$(2,285), much less than the budgeted deficit of \$(87,188).

Cash balances in the two bank accounts are just over \$598K as of December 14th.

Steven projected an estimate of \$499K in the two cash accounts at year end. Experience has shown that a \$300K balance is needed at the beginning of each year to anticipate cash flow needs.

The Parish continues to wait for a decision on the SBA forgiveness of the PPE Loan and Steven believes we are unlikely to know anything prior to the end of the year. Steven also mentioned that while Holy Faith has not received a response, other parishes have not been able to apply for loan forgiveness yet.

In discussion, Van noted the difficulty in comparing 2020 to 2019 in light of the economic repercussions of the pandemic. Steven agreed, also pointing out that while pre-paid 2021 pledges have a positive impact on our year-end cash balances, we still have a deficit with the pre-pays or without the pre-pays. Fr. Robin pointed out that our cash basis of recognizes pre-paid pledges in the year received.

Steven reported that the 2021 budget will be presented at the January Vestry meeting prior to presentation to the Parish at the Annual Meeting.

Charles R. moved, and Paul seconded the acceptance of the Financial Statements. *Carried unanimously.*

Steven reported that questions on the 2019 Audit raised by the Finance Committee had been satisfactorily answered. Guy moved, and Van seconded, acceptance of the 2019 Audit. *Carried unanimously.*

Lastly, the Vestry is required to authorize the annual housing allowance for the Clergy. Charles R. moved, and Leslea seconded, a resolution approving the 2021 housing allowances for Fr. Robin and Fr. Jim. *Carried with the abstention of Fr. Robin.*

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

Paul reported that he is continuing to work with the City to reduce an unusually high water bill. He noted that the amount of water reportedly used, 260,000 gallons, could fill 13 swimming pools. Paul reported that he does not anticipate any further capital spending other than the cost of new iPads. Repair of the recessed lights has been delayed to 2021.

Fr. Robin, on behalf of the Vestry and the Parish, thanked Paul for his diligence in addressing the often frustrating efforts to resolve the water bill with the City.

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

Fr. Robin reported that \$750K has been pledged from 158 households. Follow up letters have been mailed to those who have not responded.

Fr. Robin also noted the tremendous effort Janet McCroskey and Pam Jones have made organizing daily bags for Advent that have been given to the youth of the Parish.

The Christmas Eve service is planned for 4PM and will include a virtual pageant organized by Janet McCroskey and Kathlene Ritch.

Between 4:30PM and 6PM, everyone is invited to come by the Church and light a farolito.

A Solemn Mass will be held at 7:30 PM.

A Christmas Day service will be held at 10 AM and the 1st Sunday after Christmas will be Carols and Lessons.

Lastly, Fr. Robin announced he has been appointed as deputy to the New Mexico Conference of Churches and also participates on the Search Committee for a new conference director.

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

Fr. Jim noted that the 'Men's Luncheon' continues to meet virtually. He pointed out that this is an example of Holy Faith remaining connected despite the limitations imposed by the pandemic. He suggested a forum for parishioners to relate how they have been affected by the pandemic and how it has reshaped their relationship to Holy Faith.

A virtual gathering is being planned in January to honor Sharron Cooper. It will be open to the community.

- **Other Business**

Retired priests who wish to continue as a priest in the Diocese must be endorsed by the Parish they are associated with. To that end, Paul moved, and Heidi seconded, the endorsement of Fr. Richard Murphy. *Carried unanimously*. Leslea moved, and Paul seconded, the endorsement of Mtr. Madeline Johnston. *Carried unanimously*.

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

Fr. Robin the closed the meeting with prayer at 6:27 PM.

Respectfully submitted,

Charles Rountree

