

February 24, 2022 – 5:00 PM
Holy Faith Vestry
Youth Room, Conkey House
The Church of the Holy Faith

MINUTES AS APPROVED

MEMBERS PRESENT: Father Robin Dodge, Van Swift, Vann Bynum, Steven Berkshire, Chris Frenk, Charles Chambers, Walter Sterling, Mark Everett, Peter Lockyer

MEMBERS ABSENT: Ruth Rael

NON-MEMBERS PRESENT: Father Jim Gordon, Deacon Lynn Finnegan, Charles Rountree (Clerk)

- **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**
Chris moved, and Van seconded acceptance of the agenda as amended. *Carried unanimously.*
- **Disposition of the January 27th and 30th 2022 Vestry Minutes**
Steven moved, and Walter seconded the acceptance of the Minutes for the regularly scheduled January 27th, 2022 Vestry meeting. *Carried unanimously.* Van moved, and Vann seconded the acceptance of the Minutes for the January 30th, 2022 Vestry organizing meeting held immediately after the Annual Meeting. *Carried unanimously.*
- **Bible Study**
Deacon Lynn led the Vestry in Bible study on Luke 9:28-43a
- **Treasurer's Report – Steven Berkshire**
Steven began by reporting that offerings and other income for January totaled \$178,962 which included \$131,255 for the forgiveness of the second round of PPP funding. Offerings and other income without the PPP loan totaled \$47,707. Operating expenses totaled \$93,101, resulting in an operating surplus of \$85,861. Netted with other income and other expenses, there is a \$85,581 surplus for the month. Steven noted that Holy Faith begins the year in a very favorable cash position reporting that the reconciled cash balance at January 31st for Century Bank was \$471K and First Citizens was \$240K for a total of \$711K. The cash balances of both accounts, as reported by the bank on February 23rd was \$806,150.

Steven then reported that an additional cash account will be set up at First National/Sunflower so that each cash account is below the FDIC insured cap of \$250K

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

The disbursements proposed by the Women’s Guild were then presented for consideration. Using funds raised from the St Nicholas Bazaar as well as an allocation from the Scheffler endowments, the proposed disbursements are:

- Adelante \$1,000
- Bag n’ Hand \$1,000
- Boys and Girls Club \$1,000
- Esperanza Shelter \$1,000
- La Familia Medical Center \$2,000
- The Food Depot \$6,000
- Girl’s Inc \$1,500
- Interfaith Community Shelter \$3,000
- Joe’s Fund \$3,000
- Kitchen Angels \$4,000
- Many Mothers \$2,000
- SF Habitat for Humanity \$4,000
- Santa Fe Mountain Center \$ 500
- Youth Shelters/Family Services \$1,000
- St Vincent Cancer Center \$3,000

In discussion, it was noted that the Women’s Guild pursues their activities with a fair degree of autonomy. Since the Guild operates under the same tax ID as the Parish, it is within everyone’s best interest for the Vestry to review and approve disbursements. It was also noted that for the past two years, disbursements from the Women’s Guild have focused on food security. For 2022, a wider range of services are being supported.

The Vestry accepted the Women’s Guild 2022 disbursements as recommended by the Finance Committee, unanimously.

Steven then reviewed the engagement letter prepared by Swain & Grieco for the audit of the 2021 financials. The cost of the audit is estimated to be \$11,000 (plus GRT) with work to begin in May.

The Vestry accepted the Swain and Greico 2021 Audit Engagement Letter as recommended by the Finance Committee, unanimously.

The 2021 Parochial Report was then presented to the Vestry. Financial information was reviewed and approved by the Finance Committee: the Vestry is charged with reviewing the remainder of the report and approving the report for presentation to the Diocese. It was pointed out that financial information within the report will differ from the Parish financial statements because of the nature of the information requested.

In discussion, the ‘Outreach Ministries and Volunteer Activity of the Congregation’ was closely reviewed changes were suggested. Steven moved, and Van seconded, accepting the 2021 Parochial Report as recommended by the Finance Committee and amended by the Vestry for presentation to the Diocese. ***Carried unanimously.***

The Library Committee has reviewed and updated their mission statement, part of which is the presenting of an annual budget for approval. The proposed Library Budget for 2022 was then presented to the Vestry for consideration. The budget, totaling \$18,952, is funded in part by an allocation from the Scheffler endowment.

The Vestry accepted 2022 Library Budget as recommended by the Finance Committee unanimously.

Steven then reported that the Parish will receive an unrestricted bequest from the estate of Peggy Love Day of approximately \$5K. The Vestry has the discretion to direct unrestricted funds to the Article VII Endowment.

The Vestry accepted directed the unrestricted Peggy Love Day bequest to the Article VII Endowment as recommended by the Finance Committee unanimously.

Fr Robin noted that the Mission & Outreach Granting Committee had requested that proceeds from the Stamm Endowment kept at the Santa Fe Community Foundation be directed to the pool of funds the Mission & Outreach Granting Committee will use to award grants in 2022. Fr Robin also mentioned that the Executive Committee had endorsed the request.

The Vestry accepted the recommendation by the Finance Committee to direct proceeds from the Stamm Endowment to the Missions and Outreach Granting Committee unanimously.

In conclusion, the resolution of the outstanding water bill was discussed. Holy Faith was informed that a dispute of the September 2020 bill of \$6,640 would result in a reduction of the bill but the Parish would not be able to dispute any future billings. This option was rejected and the Vestry requested a hearing. Despite several delays, a hearing was eventually scheduled and the City officer suggested a charge of \$762 based on the prior month water usage. This was accepted by the Vestry. It was noted that finance charges on the outstanding September 2020 bill were applied to the revised total leaving a balance of \$315. In addition, the Parish retains the right to dispute future billings,

The Vestry wished to note a heartfelt thanks to Paul D’Arcy, former Junior Warden, who spent a great deal of time and effort to bring this dispute to a successful conclusion.

- **Junior Warden’s Report – Vann Bynum**

Vann met with Parish Administrator Mark Childers and former Junior Warden Dan Green to become familiar with ongoing projects and to develop a survey of possible projects for 2022 with the primary focus being the Sacristy remodeling. The fire alarm system requires additional parts to finish and Dan has offered to assist with that effort until it’s completed. In presenting the survey, Vann noted it would be in the best interest of the Parish to develop a long-term schedule of capital projects that would address needs in a pro-active manner. Vann also reported that a crack has appeared on the interior wall at the back of the Sanctuary that could potentially be the visible sign of a larger problem. He will report back to the Vestry after a thorough investigation has taken place.

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

Van reported that 'Women's Spirituality' was a wrapping up and that Mtr Madelynn had done 'a terrific job' saying that she brought out a remarkable and deep response from the attendees. Van also mentioned that there's a need for more acolytes with one acolyte currently in training.

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

Fr Robin began by noting that the following Wednesday would be Ash Wednesday. A Lenten program will begin the following week each Wednesday that will begin with Stations of The Cross followed by a simple soup supper. The program will be 'Signs of Life: Why Church Matters'.

The Holy Week schedule has been posted both online and in the current Faithway newsletter. The ecumenical Blessing of the Palms will be held again this year on the Plaza with the participation of Holy Faith, The Basilica of St Francis, and First Presbyterian Church.

Fr Robin then reported that a generous parishioner has offered to underwrite expenses related to the employment of a Family Minister. The Children and Youth Ministry task force will be charged to create a mission statement and a job description. Fr Robin asked for and received the support of the Vestry to begin a search.

Fr Robin concluded by stating that the Rector's Charge presented at the Annual Meeting included the need to develop a strategic plan for the Parish. The Vestry will meet for a day-long session late in March or early April to focus specifically on strategic planning. A facilitator will be engaged to help guide the discussions.

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

Fr Jim reported that the Men's Breakfast group is beginning again. John Kern has graciously agreed to lead the group. Volunteers to serve on are currently being recruited and the first breakfast is planned for April 3rd. Fr Jim also remarked that the Adult Forum is being well attended.

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

Deacon Lynn reported that work continues with Faith Family. She also reported that 'Ashes to Go' will be held on the Plaza from noon until two. A short one-on-one service will be held with each participant. Deacon Lynn also mentioned she is attending the Men's Bible Study and that the Tuesday Adventure series is beginning again.

- **Rhonda Black Postulancy**

Fr Robin remarked that the Episcopal Church requires that individuals who feel called to the ordained ministry go through a period of discernment. The Diocese has a nine month program that meets each month and our Parishioner, Rhonda Black, has concluded her discernment and has chosen to go forward as a postulant. The Vestry endorsed her postulancy.

- **Other Business**

There being no further business, Van moved and Vann seconded that the meeting be adjourned following a closing prayer. *Carried unanimously.*

Respectfully submitted,

Charles Rountree