

**February 25, 2021 – 5:00 PM**  
**Holy Faith Vestry**

***DUE TO HEALTH PROTOCOLS DURING THE COVID-19 PANDEMIC, THE VESTRY MEETING  
WAS HELD VIA ZOOM***

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

MEMBERS ABSENT: Walter Sterling

NON-MEMBERS PRESENT: Father Jim Gordon

- **Call to Order**  
The meeting was called to order at 5:04 p.m. by Father Robin who led the Vestry in an opening prayer.
- **Acceptance of the Agenda**  
Dan moved, and Steven seconded acceptance of the agenda as amended. *Carried unanimously.*
- **Disposition of the January 28<sup>th</sup> Vestry Minutes and January 31<sup>st</sup> Vestry Organizing Minutes**  
Steven moved, and Leslea seconded the acceptance of the Minutes for January 28<sup>th</sup> regular Vestry meeting. *Carried unanimously.* Charles R. moved, and Van seconded the acceptance of the corrected Minutes for January 31<sup>st</sup> Vestry organizing meeting. *Carried unanimously.*
- **Bible Study.**  
Father Robin led the Vestry in Bible study on Mark 8: 31-38
- **Treasurer's Report – Steven Berkshire**  
Steven presented the January financial statements. 2021 began on a positive note with contributions and other income of \$95,484. Expenses totaled \$84,548 leaving an operating surplus of \$10,936. Netted with other income and other expenses, there is a surplus of \$10,604 for the month. Steven reported that while pledges of \$94,578 received in January 2021 were 40% less than in January 2020, comparisons can be misleading since COVID restrictions, and the impact restrictions had on Parish finances, began in March 2020.

Cash balances in the two bank accounts as of February 22 are just over \$632K, which places the Parish in a strong cash position. Steven mentioned that the First Citizens account, with a current balance of \$240K, is a reserve account and that funds in the account were not drawn in 2020. The Parish maintains two accounts at the suggestion of the auditors: FDIC insurance only covers \$250K in deposits. The other account, also insured up to \$250K, is the Parish operating account. Steven also reported that the Finance Committee had suggested cash balances be reported as of month-end to tie into the financial report.

Applications for the second round of PPP funding are due by March 13<sup>th</sup> and funds could be in hand by April 1<sup>st</sup>. Steven noted that the Small Business Administration must first issue new rules to clarify the executive order prioritizing small businesses. The PPP application can include housing and pension expenses.

The 4<sup>th</sup> Quarter Balance Sheet reconciliation work is ongoing as Penny Chambers and Guy Gronquist continue their review. A review and reconciliation of the Discretionary accounts is also ongoing.

In discussion, it was noted that the approved minutes from the January 31<sup>st</sup> Vestry organizing meeting can now be used to change authorized signatures on the banking and investment accounts.

The annual Parochial Report, was presented for review and discussion. The report is required by the Diocese and is used by both the Diocese and the General Church for financial and statistical purposes. The financial information in the Parochial Report will vary from Parish financial reporting because the format for the Parochial Report requires different responses. It was noted the Finance Committee recommended presentation of the report to the Vestry for approval. Van moved, and Leslea seconded, approval of the Parochial Report. *Carried unanimously.*

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

Dan presented a list of possible projects for 2021 noting that there was a budget of \$271K for capital expenses. Dan mentioned that the most urgent project is determining the cause of the cracking over the window in the southeast side of the Nave. Crocker Ltd will be on-site to remove flagstones in the Memorial Garden to investigate possible causes. Dan made note that the extent of the work necessary to address the cracking could have a financial impact on the ability to address other projects. As costs are determined, the Vestry will have the opportunity to weigh in on priorities and budgeting.

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

Van reported that she had received a communication from a Parishioner expressing concern that an employee of Holy Faith may decline to be vaccinated. In discussion, it was emphasized that the Bishop has stated we cannot bar individuals from attending services if they refuse to be inoculated, and that relations with the staff fall in the remit of the Rector. With that in mind, the Vestry felt strongly that we cannot require staff members to be inoculated although the Vestry urges all Holy Faith Parishioners, staff, and contractors to be vaccinated.

Van also spoke of her attendance at the Deanery meeting where there appeared to be a lack of enthusiasm for children's programs. She remarked that Holy Faith has a robust program for children led by Janet McCroskey. Van also emphasized that programs for children are essential for the future of the Church.

Lastly, Van reported that Mtr. Madelyn is developing a Women's Spirituality program to convene once health protocols allow for in person meetings.

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

Fr. Robin also mentioned that Janet McCroskey is doing a dynamic job with children. The last project was the preparation and distribution of Lenten bags for children each containing an Easter 'surprise'.

Fr. Robin also spoke about appreciating the opportunity to meet with Parishioners for the disbursement of ashes for Ash Wednesday. He reported very positive remarks on the effort. Services will continue to be lived streamed since the county remains in 'yellow'. However, the in the event the county has two consecutive 'green' reporting periods, the Parish should, re-open for in person services following the Phase II guidelines adopted by the Vestry. At this time, it might be after Easter before services resume. Fr. Robin also noted that the Bishop may visit the Parish on Palm Sunday. Using the plan developed last year, Holy Week services will be lived streamed.

The Communications Committee has requested that all Parishioners be recorded giving an Easter greeting with all recordings compiled for Easter.

- **Other Business**

Charles R. presented the Vestry with grants recommendation from the Mission and Outreach Granting Committee. Because requests for funds exceeded the resources available, the Committee is planning a 'Giving Together' appeal to the Parish to make up shortfalls. As a point of order, committee approvals serve as a motion for Vestry consideration. ***Approved with Charles R. abstaining.***

There being no further business, Charles C. moved, and Leslea seconded adjournment. ***Carried unanimously.*** Fr. Robin the closed the meeting with prayer at 6:38 PM.

*Respectfully submitted,*

*Charles Rountree*