

June 23, 2022 – 5:00 PM
Holy Faith Vestry
Youth Room, Conkey House
The Church of the Holy Faith

MINUTES

MEMBERS PRESENT: Father Robin Dodge, Van Swift, Vann Bynum, Steven Berkshire, Chris Frenk, Charles Rountree

MEMBERS ABSENT: Walter Sterling, Ruth Rael, Peter Lockyer, Mark Everett

- **Call to Order**

Having determined that a quorum was present, the meeting was called to order at 5:04 PM by Fr Robin who led the Vestry in an opening prayer.

- **Acceptance of the Agenda**

Chris moved, and Steven seconded acceptance of the agenda. *Carried unanimously.*

- **Disposition of the May 26th, 2022 Vestry Minutes**

Steven moved, and Vann seconded the acceptance of the Minutes for the May 26th, 2022 Vestry meeting as amended. *Carried unanimously.*

- **Bible Study**

Father Robin led the Vestry in Bible study on Luke 9:51-62

- **Ratification of Electronic Vote**

On May 31st, an email was circulated requesting approval of a painting project contracted with Alpha Painting. A motion to allocate \$55,368 in expenditures was presented to the Finance Committee and approved by email. Charles moved, and Van seconded affirmation of the electronic vote. *Carried unanimously.*

- **Treasurer's Report – Steven Berkshire**

Steven began by noting that the Parish remains financially strong. He reported that offerings and other income for May totaled \$64,417. Operating expenses for May totaled \$83,186 resulting in an operating deficit of \$(18,768). Netted with other income and expenses, the month ends with a deficit of \$(57,979) but it was noted that the Parish has a cumulative surplus of \$52,757 through the end of May. Steven pointed out that Capital Expenditures of \$29K will be recovered at year-end with a disbursement from the endowment fund. The cash balance at May month-end totals \$660K:

• Century Bank	\$179K
• First Citizens	\$240K
• Sunflower	\$ 2.5K
• Sunflower Money Market	\$237K

The cash balances for all accounts, as reported on June 21st, was \$655,113.

Steven also reported that the audit of the 2021 financial statement is delayed: the previous auditor has left the firm of Swaine & Greco and a new auditor has not been assigned.

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

Steven then presented the asset allocation guidelines developed by the Investment Committee and recommended by the Finance Committee. If approved, the guidelines will be provided to Northern Trust.

The Vestry accepted the investment guidelines as recommended by the Finance Committee, unanimously.

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

Vann reported that he expects an estimate for the replanting of the garden by the front steps soon. In addition to the replanting, electrical work for the lighting of the garden will be needed as well as an upgrade in the copier room to accommodate the electrical requirements of the new copier. Recarpeting starts on Monday June 27th and will involve relocating furniture and equipment in both the Parish offices and in the Desert Chorale offices. Repainting has started and is going well.

Recarpeting the stairs will require the temporary removal of the base molding. The cost is estimated to be \$7,344 and will involve removing, refinishing, repainting, and installing the molding.

The Vestry accepted allocating \$7,344 for work on the stairwell baseboards, as recommended by the Finance Committee, unanimously.

A roof leak has developed in Conkley House that has damaged the walls in the Desert Chorale offices and in Fr Robin's office. Drywall, carpeting, and possibly the subfloor will need to be replaced. Vann will determine if the roof warranty will cover the damage or if it will be best to file an insurance claim. Before the damage can be repaired it will be necessary to remove mold. The estimated cost is \$10K.

The Vestry accepted allocating \$10,000 for mold remediation, as recommended by the Finance Committee, unanimously.

Van ended his report by noting that a rough estimate to install air conditioning in the Sanctuary may be as much as \$131K. Work could begin this Fall and be completed early in 2023. The cost could be split between the 2022 and 2023 fiscal years.

The Vestry accepted allocating \$100,000 for the installation of air conditioning in the Sanctuary, as recommended by the Finance Committee, unanimously.

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

Van reported that the next 'Women's Spirituality' begins July 13th with six sessions planned. She also noted that the Ordination of Deacon Lynn to the priesthood was a 'joyous day' and thanked everyone involved in making the service a success.

The Vestry continued discussions on outreach. The conversation began by again reviewing the mission of Holy Faith: '...that we all might help bring more people into a deepening relationship with Jesus Christ'. In the previous Vestry meeting, consideration had been given to dedicating a

proportion of funds to Mission and Outreach. However, in light of the projects and repairs now facing the Parish, the Vestry felt it was premature to continue developing a proportional allocation until later in the year at which time it should be clearer where we stand financially.

More immediately, the Vestry supported developing guidelines for the Mission and Outreach Grants Committee that would help direct funding towards organizations that are aligned with Holy Faith's mission statement.

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

Fr Robin reported that he is looking forward to sabbatical knowing that the Vestry and the Parish will be in good hands. Fr Jim will be responsible for the spiritual needs of the Parish, Mtr Lynn will be taking responsibility for the education classes, and the Vestry will be responsible for temporal needs.

Plans are in place for Fall Stewardship. There will be a short campaign this year between All Saints Sunday and Ingathering Sunday. Fr Robin hopes to have co-chairs in place for the campaign before leaving. The focus will be on 'Renewal and Recommitment' after the challenges faced during the COVID pandemic.

In March, the Vestry approved hiring for the position of Family Minister. A task force was created at the time and charged with developing a job description. Work continues on the job description with the goal having a completed document for consideration this Fall.

Lastly, Fr Robin reported that Charles Chambers, having transferred to Holy Family, resigned as Deanery Delegate . In his place, Mark Everett has been appointed to complete the remainder of the term.

- **Other Business**

Clergy can designate a portion of their salary as housing for tax purposes. To that end, Mtr Lynn has requested Vestry approval for her designation. Normally the request is made each December but is being made now following her Ordination. Fr Robin moved, and Steven seconded approval of Mtr Lynn's housing designation. ***Carried unanimously***

There being no further business, Van moved, and Vann seconded, adjournment. ***carried unanimously***. Fr Robin closed the meeting with prayer at 6:32 PM.

Respectfully submitted,

Charles Rountree