

**July 22, 2021 – 5:00 PM**  
**Holy Faith Vestry**  
**Youth Room, Conkey House**  
**The Church of the Holy Faith**

**MINUTES**

MEMBERS PRESENT: Van Swift, Dan Green, Steven Berkshire, Chris Frenk, Charles Chambers, Leslea McCabe, Charles Rountree

MEMBERS ABSENT: Father Robin Dodge, Vann Bynum, Walter Sterling

NON-MEMBERS PRESENT: Father Jim Gordon

- **Call to Order**

The meeting was called to order at 5:01 p.m. by Van Swift. Fr Jim led the Vestry in an opening prayer.

- **Acceptance of the Agenda**

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

- **Disposition of the June 24, 2021 Vestry Minutes**

Chris moved, and Charles C. seconded the acceptance of the Minutes for June 24<sup>th</sup> Vestry meeting as corrected. *Carried unanimously.*

- **Ratification of Electronic Votes**

An email was circulated July 1<sup>st</sup> requesting Vestry permission for the Women's Guild to sell elected items on eBay. The Vestry supported the request. Charles C. moved, and Dan seconded, ratification of the electronic vote. *Carried unanimously.*

Fr Robin circulated an email July 7<sup>th</sup> requesting Vestry approval to change health protocols in regards to worship services. Specifically, masks will no longer be required at the 8:30 service, processions will begin from the back of the nave and continue down the center aisle and Gospel processions will resume. Communion, still in one kind only, will be distributed at two stations at the bottom of the chancel steps. Parishioners may leave the service by whatever exit they wish. Alms basins will be located at each door for convenience. The Vestry approved the changes and an announcement was made to the Parish July 9<sup>th</sup>. Chris moved, and Leslea seconded ratification of the electronic vote. *Carried unanimously.*

- **Bible Study**

Father Jim led the Vestry in Bible study on 2 Samuel 11:1-15

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

Steven presented the June financial statements. Contributions and other income for the month totaled \$39,533. Operating expenses totaled \$85,653 resulting in an operating deficit of \$(46,120). Netted with other income and other expenses, there is a deficit of \$(124,647) for the month and a deficit of \$(61,668) for the year-to-date. Steven pointed out that, as of July, the

Parish has a positive cash flow. He also noted that expenses should continue to rise as the Parish moves towards normal worship and Parish activities and that it will be necessary to continue scrutinizing expenditures to maintain a healthy financial position.

At the end of June, reconciled cash balance for Century Bank was 285K and for First Citizens was \$240K for a total of \$526K. The cash balances of both accounts, as reported by the bank on July 20<sup>th</sup> was \$507,028.

*The Vestry also accepted the June Financial Statements as approved by the Finance Committee unanimously.*

Steven then presented the revised 2021 Budget as reviewed and approved by the Finance Committee. The initial budget, when adopted, was with the understanding that revisions would be necessary as pandemic health protocols changed and the Parish reopened for regular worship and activities. The revised budget reflects current and projected changes and more line-item detail.

*The Vestry accepted the Revised 2021 Budget as approved by the Finance Committee unanimously*

Swain and Grieco has been engaged to conduct the 2020 audit and they have begun preparations. Steven emphasized that they will provide the journal entries needed for any prior year adjustments required as part of the audit.

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

Van spoke of parishioners who, prior to the pandemic, attended worship regularly but haven't returned as the Parish moves toward fully reopening. In discussion, Fr Jim remarked that 'the habit has been broken' and it is especially important to contact parishioners to remind them that changes are occurring. Van also stated that, even as health protocols are being relaxed, it remains necessary to continue the reservation and sign-in system in the event contact tracing is required adding that the Bishop remains concerned in light of the COVID variant now spreading.

Van reported that 'Women's Spirituality' has been quite successful with Mtr Madelyn once again leading the sessions. Plans are already underway for an October series.

Van then read a letter from Penni Chambers who expressed her gratitude to Holy Faith for the support given her as she progressed towards the Diaconate.

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

Dan updated the Vestry on projects. Tree trimming has been scheduled with an estimated cost of \$12K that will be charged to operations and not to capital expenditures. The Sacristy project may be pushed into 2022 due to the manufacturer, King Richard, being unable to complete the cabinetry by the end of the year. A survey of both the alarm and fire systems has been completed and a proposal is expected within the next several days. Dan remarked that the fire alarm system is inadequate and the goal is to include the fire alarm with the security upgrades combining both into a single system. Dan concluded that the irrigation in the Memorial Garden has been repaired and funds provided to refresh the planting.

On behalf of the Vestry, Van complimented Dan on the enormous effort he has made to maintain and improve the Parish campus.

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

Attendance has been improving as we continue to reopen. He remarked that it was 'wonderful to see more faces – even half faces – at the 11 AM service'. He noted that members of the Santa Fe Desert Chorale have been participating with the Holy Faith choir.

He reminded the Vestry that Taize will resume Tuesday August 3<sup>rd</sup> at 6 PM.

- **Other Business**

Fr Jim reported that the response to reopening has been overwhelmingly positive and that, as conditions improve, consideration is being given to returning prayer books and hymnals to the pews.

Steven mentioned that 'Education for Ministry' will resume once a total of six participants register. Currently, there are four registrants. Participants have up to the 2<sup>nd</sup> week of August to register.

There being no further business, Steven moved, and Leslea seconded adjournment. *Carried unanimously*. Fr. Jim then closed the meeting with prayer at 6:22 PM.

*Respectfully submitted,*

*Charles Rountree*