

VESTRY MINUTES

April 19, 2022

Meeting conducted via Zoom

Present: Rusty Gaston, Sr. Warden; Harvey Yocum, Jr. Warden, Paul Richard, Treasurer; The Rev. Mac Brown, Rector; Marilyn Farrow; Gini McDermott, Janice Wagner; Billy Archuleta; Phyllis Nottingham; Gary Buff; Gwenneth Glenn, Clerk.

The meeting opened by Zoom at 5:42 pm with Fr. Mac's Prayer. Marilyn moved that the vestry approve the March 8, 2022 minutes, Billy seconded, and the minutes were approved unanimously.

Treasurer's Report: Attached are the financial reports for March. Note that our income sections are below what was projected, that includes giving in the plate, pledged giving, and fundraising. Our rent of the Casita appears to be missing one month. I had Amanda check to see it was entered incorrectly by the counters, but she said we do not have a check for March. We have received Casita rent for January, February, and April. I have contacted Bob Draper and he will be in touch with the renter.

Also, our insurance policies are much higher than the initial estimates. Our Church Insurance policy is 50% higher. I was going to call CIG, however, it is Good Friday and the offices are closed. I will try to reach them on Tuesday, as they will also be closed for Easter Monday.

I had a discussion with Fr Mac and Rusty about our cash flow issues and the need to encourage giving if we want the church to grow. While we were able to meet payroll this past week, we only have \$1,200 in operating funds and we currently owe \$6,000 in past Fair Share contributions. Until such time when our giving is consistent enough to address our weekly bills, I am requesting that St James create its own Line of Credit.

The Line of Credit would be created by moving \$30K from the Patterson Gift into our Designated Bank account. When St James doesn't have enough operating funds to cover all bills, then money would be moved from the Line of Credit into the operating fund. That amount would be charged interest of 7% APR (.0084%) on the initial withdrawal and any balance from the Line of Credit that has not been paid back by the third Thursday of the month would be charged at the 7% APR.

Our transition to QuickBooks 2021 and the QuickBooks payroll service has not gone well. After many discussions between Amanda and QuickBooks, she was told that the license was fraudulent and would not work with the Payroll service. Deacon Jill contacted the seller of the license, since she did the purchase, and the seller offered to work with Amanda to get the payroll service up and running or to refund the costs. The seller said that QuickBooks often says a transferred license is fraudulent because they want everyone on the monthly subscription service.

Please feel free to email or call me with any questions you have.
Paul Richard, Treasurer.

Discussion: Paul added that our pledges are down \$3,600 and that we haven't received rent on the casita for March 2022. The vestry discussed ways to reduce costs. Harvey moved to discontinue Taos Sanitary Covid Cleaning of nave and office areas and allowing

Food Pantry to pay for cleaning of parish hall and kitchen, including extra cleaning of areas such as refrigerator and freezer as needed. Marilyn seconded the motion; there was no discussion; all were in favor.

Rusty suggested that we look at the Budget-to-actual report to see where else we can cut expenses. It was decided to do so at the next Vestry Retreat.

Discussion continued about Paul's proposal to set up a line-of-credit. Rusty moved that we use not \$30,000, but \$15,000 from the Patterson fund to even-out intake and expenses. We would place the \$15,000 in a designated bank account charging ourselves 7% interest per annum on emergency withdrawals to recoup money not earned on it in interest. We understand that we would need the bishop's approval if we were to take a line of credit from a bank. By lending to ourselves from an investment account only Vestry approval is needed. When no longer needed, the line-of-credit would be returned to the Patterson fund.

Gary seconded the motion and it passed with 1 person opposed and 1 abstention.

Paul added that we need to respond to Annette (Annette Chavez Y. Delacruz) at the diocesan office concerning the church audit, and Rusty will do so.

Rector's Report:

Friends, We have been busy.

Since our last gathering we have:

- Hosted the Bishop and Installed me as your Rector
- Had a work day with the Bishop
- Traversed Palm Sunday and Holy Week
- Celebrated Easter Sunday

I have also

- had two evenings of Diocesan Council Meetings
- spoken at our Diocesan Discernment Lenten Group
- prepared and preached 7 sermons
- washed and scrubbed dishes at Food Pantry
- held multiple meetings for the Church
- prayed with folks on Wednesday Nights
- led classes on prayer on Sunday Mornings
- led Bible study on Sunday Morning
- led multiple staff meetings and had one on one meetings with staff
- recovered from Covid

Things in the works

- shifting times for Pastoral Care Meetings and returning to TRV monthly services
- revitalize and gratitude events for Altar Guild, Pastoral Care, and Vestry
- training for Lectors, Servers, LEM, etc.
- replace Vince as digital verger as he graduates
- deanery meetings in person

Sorry for the truncated report. It is two days after Easter Day.

Mac

the Very Rev. Mac Brown

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Fr. Mac added that it is likely that Jill Cline will be ordained to the priesthood on Sunday, June 19, 2022 at 10:00 AM in Raton, NM. St. James will want to support her, so he tentatively suggests that there be no in-person Eucharist at St. James, Taos, thereby allowing him and Fr. Mike Olsen to be present in Raton. He further suggested that our parishioners attend the service of ordination in Raton as well, with a vestry member leading others in Morning Prayer at St. James while watching the proceedings of the ordination as broadcast by the church in Raton.

Fr. Mac read the CERTIFICATE FROM RECTOR/VICAR AND PARISH VESTRY/BISHOP'S COMMITTEE IN SUPPORT OF DEACON'S APPLICATION FOR ORDINATION TO PRIESTHOOD. (See attached.) This document when signed and sent to the diocesan office, is necessary for her ordination. The vestry endorsed Jill unanimously. Gwen is to scan the document and put it in a folder in Rusty's mailbox tomorrow, Wed. March 20. Vestry members are to sign it before noon next Monday, March 25. Then Gwen is to send it on to Mary Jewell that Monday afternoon.

The second day of Vestry Retreat will be Saturday, May 7, 2022, 9:30-12:30 in the Santiago Room. The rector encouraged vestry to think about line items that might be cut from the budget and how to increase giving. Rusty will write an article for the email newsletter encouraging giving.

Fr. Mac has purchased 3 new units for hearing impaired using his discretionary fund.

Fr. Mac thanked Jack Nottingham for all he is doing in preparing to construct the new food pantry building

Other important dates: Saturday April 30, 2:00 PM Stillwell funeral.

Rusty will be out April 28-May 16.

Paul out to end of May or June

Harvey will be out May 6-8

May 7 9:30-12:30 Vestry Retreat in Santiago Room

May 12, 13, 14 Rummage Sale

May 14 or 15 Training of lectors/servers

Tuesday, May 17 next vestry meeting

Jr. Warden's Report: Halo technicians will raise the speakers and put a new microphone in the choir loft.

Fr. Mac closed the meeting with a prayer at 6:55 PM

Respectfully submitted,
Gwenneth Glenn, Clerk.