

Present: Bill Bittenbender, Bob Fuchs, Fr. Eric Mills, Don Halbert, Ruth Smith, Bryan Wester, Jim Belvin, Margaret Bearden. Dana Richardson, Dave Ham

Following a prayer by Don Halbert, the following items were discussed and/or decided during a Zoom meeting, beginning at 11:00 am.

- The December 2020 minutes had been previously approved via email. A motion to approve as written was made by Jim Belvin, seconded by Bill Bittenbender and approved. The minutes have been posted on the website.
- Bob Fuchs reviewed the preliminary December 2020 year-to-date budget and expenses, noting that pledge receipts are \$45,000-\$50,000 under plan and total 2020 revenues are under plan by approximately \$61,000 (Note: prepaid 2020 pledges in 2019 offset this figure by \$11,000). The shortfall in revenues was offset by lower general expenses during 2020. However, after paying off the existing \$161,000 mortgage from Cash Reserves, parish expenses will end the year at approximately \$36,000 over budget.
- Current 2021 pledges are approximately \$43,000 under budget estimate. 13 new pledging units have been received. Ruth Smith noted that 3 out of 9 new members have pledged. There was discussion regarding ways to notify the parish with regard to the current deficit in pledges received. Leadership of the 2022 general fund pledge campaign is still to be determined.
- Bob will collapse and transfer the Mission Capital and (residual) Hurricane Funds in Vanguard to the Capital Campaign Fund in anticipation of imminent construction costs.
- Bill Bittenbender discussed the finances of the Capital Campaign and noted that preparation for the new building had begun with the removal of the Park Hill House and the Carr-Jorgenson House. The contractor and Building Committee targets September 30 for the end of construction. There was discussion regarding determining how much of the projected pledge income will be received. Of the 14 parishioners who have not paid on their pledges, 3 are deceased and it is not known if their estates will honor the pledges. We will follow up. Details of our current financial picture are shown on the attachment.
- Bob Fuchs discussed the 2020 gift statements that will be going out to parishioners. It was decided to include separate statements with the 2020 gift statement to those who are behind in their 2020 pledges and/or their Capital Campaign pledges.
- Margaret Bearden reported that the Vanguard Balanced Index Fund (Outreach Endowment is in this Fund) returned a positive 16.4% in 2020, and the Vanguard Federal Money Market Fund is currently yielding 0.02% (Capital Campaign and other short-term accounts are in this Fund). No changes are recommended.
- Bryan Wester, for Building and Grounds, noted that plumbing repairs were not accomplished last month as intended and are now being addressed with a different plumbing company.

Also, the HVAC system in the Moore Street Narthex of the Sanctuary has a faulty thermostat and will be repaired.

- Don Halbert discussed the status of the video streaming equipment that was authorized by the Vestry. Since the parish has again begun virtual services only, Don and Maitland Barnes are working to establish capabilities to live stream the service as soon as possible. A YouTube channel has been established for this purpose. Fr. Eric expressed concern about security of the YouTube channel and was assured that access is very limited and requires User name and Password.
- Bill Bittenbender updated the board on building issues. The final two documents dealing with title issues have now been executed. The Diocesan trustees will be signing the loan documents. The survey on soil tests was satisfactory, with construction expected to begin in two weeks. He noted that supply chains were currently weak, and the orders for elevator and windows were required six and four months in advance of delivery, respectively. He also discussed a triangular piece of property that we own behind the parish hall, and the possibility of swapping that property with the city for another next to the parish hall. Weekly updates are planned to be published in the weekly e-news. Dana Richardson, Bill Bittenbender and George Freeman have developed a chart which will follow progress on the construction.
- The Mission Capital Fund and the Outreach Endowment need to have new representatives named by the Vestry for 2-year terms. Bill Bittenbender and Liz Halbert are the current representatives. It may not be necessary to name a Mission Capital chairman, as the funds have been depleted at this point. The representative named for the Mission Capital Fund will be a voting member of the Finance and Facilities Board.
- Bob Fuchs noted that donations for the Winter Shelter should flow through the church, and Ruth Smith will discuss with Ida Parker, who has organized our support for this program.
- Fr. Eric offered the closing prayer, and a motion to adjourn was seconded and approved at 12:30 pm.

New Parish Hall Construction

Project Costs		Project Funds	Total	Current	at 9/30/2021
Construction Cost		Pledges	1,410,949		
Parish Hall/Admin	2,029,850	Collected		993,420	1,069,870
Architectural Services		Outstanding		417,528	341,078
Construction Supervision	20,500	Other Funds	366,119	354,878	366,119
Other Costs		Mortgage	835,000	0	835,000
Furniture & Fixtures	37,500	Total Funds	2,612,068	1,348,298	2,270,989
Contingency 5%	101,500	Total Spent	2,347,649	212,467	2,347,649
Misc.	6,173	Available Funds	264,419	1,135,832	-76,659
Total Construction Cost	2,195,523				
Actual Construction Spending	60,341				
Remaining Construction Spending	2,135,182				
Pre-Construction Spending	152,126				
Total Project Costs	2,347,649				
Total Spent to Date	212,467				

Assumptions

Project Costs are the not-to-exceed in the last Urban contract

Some or all of the contingency money may not be spent

September 30 construction completion date must be confirmed

Pledges for 2018 through 2020 are under paid by \$144,950.

