

Present: Bob Fuchs, Don Halbert, Ruth Smith, Bryan Wester, Jim Belvin, Margaret Bearden, Dana Richardson, Dave Ham, Bill Bittenbender. Rich Alt joined as a guest.

Following a prayer by Don Halbert, the following items were discussed and/or decided during a Zoom meeting, beginning at 2:00 pm.

- The March minutes had been previously approved via email. A motion to approve as written was made by Ruth Smith, seconded by Jim Belvin, and approved. The minutes have been posted on the website.
- Bob Fuchs reviewed the March 2021 year-to-date budget and expenses, noting that pledge receipts slowed during April with a large number of full-year pledges already prepaid (including \$20,000 of 2021 prepaid pledges paid in 2020). Pledge statements were mailed as planned at the beginning of May, and those who have outstanding balances on their capital pledges also received a separate statement. He noted receipt of a couple of larger capital campaign pledges received prior to the mailing of statements. He also reported that we had received a clean audit from the diocesan approved auditor. Bob will send that auditor's report to the Vestry. There was discussion regarding whether it should be a requirement that we have two non-related people serve on counting teams. Bob will research this issue and a decision will be made at the next meeting.
- Margaret Bearden reported that the YTD return on the Vanguard Balanced Fund was 3.48%, and the current yield on the Vanguard Federal Money Market Fund continues at .01%. Margaret recommended the addition of Vanguard FTSE All-World Index Ex-US Index to a portion of the long-term investment portfolio of the Mission Capital and ECW funds. Rich Alt, representing the Mission Fund agreed with this strategy. Margaret will explain this recommendation to the ECW Board. The F&F Board will vote by email once this change is discussed with the ECW.
- Bryan Wester for Building and Grounds noted that the previously identified plumbing issues had been resolved but he is still waiting for the bill from the plumber. He is working with Fulford to determine future maintenance and expected replacement of HVAC systems, in order to plan for maintenance expenditures in the future. He noted that Fire & Security expenses are projected to be over-budget by \$557 by the end of 2021. It was noted that ministry boards need to be asked to review and remove unnecessary storage of materials from the attic on the second floor of the sanctuary. Margaret as communicator for F&F will contact the other Ministry Boards with this request. Space on the second floor of the parish hall has been designated for temporary storage. Bryan is working with ECW for storage of Fall Festival materials. The Building Access Policy, received by the Vestry, has been forwarded to the Safety & Security Committee for determination of next steps for implementation.
- Bill Bittenbender provided updates on the Fellowship Hall construction. The electrical and plumbing installation on the sub-strata has been completed with footings to be completed next week. Fencing will be installed after footings. The target date for completion remains 11/30/21.

- Jim Belvin discussed the new Endowment program proposal that has been developed. The proposed policy will be edited after input from the Diocese and will be approved for presentation to the Vestry after the June meeting of F&F.
- A proposed Cash Reserves document has not been finalized. Bob Fuchs will update the document with minimum and maximum balances and send it to the Board to review.
- Don Halbert discussed the letter that has been composed to communicate the financial status of the Capital Campaign for the new Fellowship Hall. The Board agreed that the letter was appropriate and necessary. Don will shorten and simplify and the letter will be sent out in the next 2 weeks. Signees will be Bill Bittenbender and Bob Fuchs.
- Don reported that Susan Chase has agreed to substitute for Lorraine Beamer in the office when Lorraine is absent. Lorraine is planning to take vacation in June.
- The meeting adjourned at 4:00 pm.