

Minutes October 22, 2014
Building Committee

Attending: Dean Vang, Sr. Warden Claverie, Mary Withington, Gordon Boyd, Mark Parobeck, Jr.
Warden Miller, G. Delbridge.
Guests: Jack Waite and Shannon Brown, architects

Candidates were interviewed for the position of Church Representative. Mark Anspach, Ethel Grisanti and Field Horne. Questions were asked of each candidate by members of the committee as listed below. After review and discussion, the committee determined to make the following recommendations to the Vestry.

Recommendation 1: The job should be divided to have a Church Rep for the church restoration, and a second Church Rep for the NPH. The hours and budget should be adjusted slightly to accommodate the two positions.

Recommendation 2: The job description should be reviewed and amended to assure that the Church Rep is a monitor, and does not instigate change orders or other actions by any contractor that could change the budget or contractual agreement. All observations should be communicated either to the Architect or to the Building Committee. This change was strongly recommended by the architects.

Recommendation 3: Field Horne is recommended for Church Rep for the church restoration project. Mark Anspach is recommended for the NPH. The Committee felt that this would make best use of each individual's expertise and interests. Subsequent to the meeting, Boyd contacted both individuals to communicate the committee's and Vestry's decision. Ethel Grisanti was thanked by Boyd for her initiative and presentation, with the hope that she would find an opportunity to apply her expertise and enthusiasm within Bethesda's parish life.

These Recommendations were communicated to the Vestry, which convened soon after the conclusion of the BC meeting. The Vestry adopted them at that meeting.

#

APPENDIX TO MINUTES OF OCTOBER 22, 2014

Church Rep Questions

FINAL

Oct. 22, 2014

Candidate _____ .

1. What interested you about this position, and why did you apply?
2. What is your professional background that is most relevant to the position of Church Representative?
3. What education or experience leads you to believe you would be good at performing this function for Bethesda?
4. What are your greatest strengths and limitations as they apply to this position?
5. What decisions or choices do you foresee being made by the Church Rep on site, and which ones should be subject to review and approval by the Building Committee and/or Vestry? Please give an example of a construction incident that should be brought to the attention of the church vestry and explain

how it differs from the ordinary events, hiccups, successes and problems that will inevitably take place during the building process.

6. Suppose you strongly felt that X should be done regarding the New Parish House, but the Vestry decided that Y should be done and Y was done. What would you say to a member of the congregation who said to you Y was a poor decision and asked you why X wasn't done?

7. If we were to divide this position into two, one to deal with the rehabilitation of the church and the other the construction of the new parish house, would you have a preference and if so, why?

8. Are you familiar with MS Word, Excel, Power Point? Email? What is your professional experience with these applications?

9. Has anyone ever said to you that you were difficult to work with and if so, was that a fair assessment?

10. How many hours per week, per month, do you believe would be sufficient to adequately do the job?

11. How would you communicate with the Building Committee? What form should reports take, and how frequently should they be made to the Building Committee?

12. Anything else we should know about you as it relates to your abilities to perform this position?

13. Do you have any questions about the responsibilities of serving as a parish representative?

#