

Bethesda Episcopal Church  
Saratoga Springs NY

Minutes: Vestry Meeting  
Wednesday, May 27, 2015

Vestry

Mark Claverie

Darren Miller

Paul Ruzicka (excused)

Mary Withington

Geoff Delbridge

Gordon Boyd

Catherine Berheide (excused)

Mark Griffin

Jane Agee

Geneva Henderson

Sara Manny

Clergy

Dean Marshall J. Vang, Interim Rector

Peter Sweeney, Deacon

Treasurer

Anne Van Acker

Call to order: Dean Vang called to order the regular meeting of the Bethesda Episcopal Church Vestry at 7:00 PM on May 27, 2015 at the Parish House on Washington Street.

Devotions: Ms. Agee began the meeting with devotions.

Previous meeting minutes: Mr. Miller moved that minutes from the previous meeting be accepted, seconded by Mr. Claverie, unanimously approved.

Treasurer's Report: Ms. Van Acker began her report by pointing out that current financial reports are showing building expenses that should not count as regular operating expenses and, if we omit those from the reports, our expenses are in line with budget. However, we are operating about \$6,710.00 over budget because income is down significantly. Pledge and plate is down \$22,000.00 Jan-April. If pledge and plate were at the same levels that they were last year, we'd be ahead of budget. Ms. Van Acker emphasized the importance of reminders regarding pledges, especially to those who might not always be able to come to church. We'll need to compare attendance with income to find out what's going on. Mr. Miller suggested sending out a letter asking for feedback. Ms. Agee pointed out that such a thing is best approached in a friendly way (we miss you) rather than focused on money. Mr. Boyd pointed out that the current financial situation shows our desperate need for a church administrator who can get the office organized; he also requested having regular twice monthly bill paying meetings.

Administrative Assistant Search: Dean Vang is currently proposing hiring someone for 3.5 hr/day, 5 days a week as well as asking Farrell to increase his duties in exchange for a raise in salary (\$1,000/yr). Lynn will still do liturgical material, but this likely means that commissions will need to mobilize volunteers in order to get out mailings.

Stewardship: Mr. Delbridge reported that quarterly statements are ready to be sent out, as well as various letters to go with them depending on whether the donor is up to date with her pledge or behind.

Interim Rector's Report: Dean Vang has spoken with the racetrack chaplain to discuss their need for

daycare and an ESL program. They will meet again after track season. Currently the chaplaincy has a daycare program at the Lutheran church from 5:00 to 17:00. Their need is from late April – early October. Dean Vang is making progress in negotiations with O’Connors Church Goods for the retail area in the NPH. He also regretfully informed the Vestry that Paul Ruzicka has an illness which prevents him from carrying out his duties as a member of the vestry. Dean Vang has been trying to reach out to Mr. Ruzicka and plans to send a letter warmly thanking Mr. Ruzicka for his service to Bethesda over the years. Regretfully, we will need to replace Mr. Ruzicka on Vestry, but likely not until the end of the year. Dean Vang will consult with the Diocesan Chancellor for guidance on this matter. It is important that we take care of Mr. Ruzicka, but also that we take care of our responsibility to the church.

Deacon’s Report: Nine of the confirmation classes are now complete. The youth group will be helping to clean up Pine Grove Camp this Saturday (for track workers). Deacon Sweeney is still visiting Mary Eddy, who has been up and down lately but, most recently, up (though in a wheelchair).

Home of the Good Shepherd Litigation: Ms. Withington reported HGS has filed complaints about being assessed again. HGS has put out a bid for appraisers to analyze their finances. The first quote came in at \$7,500.00. The HGS board authorized paying Moreau and Malta taxes out of its endowment, but sent a letter to clarify that taxes were being paid under protest.

Building Projects: Mr. Boyd reported that there has been overall positive feedback to the plans for the NPH, with the exception of the choir, which has expressed great dissatisfaction with their space allocation. The library may need to be moved to the third floor so there’s room for the music library on the first. Katrina Trask nursery is still interested and would be able to share space with Sunday school and maybe with the race track program. Head start is still interested. It might be a good idea to determine if various parish ministries might be interested in fundraising in order to finish/furnish their spaces in the NPH

Archives: Ms. Agee distributed copies of the requirements from the National Church for archives and pointed out that there are certain legal requirements that are essential, such as documenting all personnel, even those that are only part-time or volunteer. Our archives have largely been concerned with historical matters, but we’re going to need to start being more careful with record keeping

Communications: Ms. Henderson reported that the Facebook page is doing well and the newsletter is coming along. She asked people to start sending her articles so she can put something together.

Building Maintenance: Mr. Claverie reported that the pitted lot adjacent to the church is difficult to mow. Tom Remington is getting a push mower. As there was no coffee hour last Sunday, the parish house was locked, except for the kitchen door (which was inexplicably unlocked), so the choir was unable to gain access for rehearsal. We need some sort of rota so people know who’s doing what when and who’s in charge of opening or closing the building.

Expenses: Mr. Claverie moved that Dean Vang’s expenses for the month be approved. Mr. Griffin seconded the motion. Unanimous approval.

Closing: Ms. Manny moved to adjourn the meeting. Mr. Boyd seconded the motion which passed unanimously.

NOTE: On June 10, 2015, Mr. Boyd moved via email that the Vestry approve the removal of \$5,000.00 from restricted funds for the building of the New Parish House. Mr. Claverie seconded the motion which passed with an email vote of ten in favor, zero opposed, and zero abstentions.