

Bethesda Episcopal Church  
Saratoga Springs NY

Minutes: Vestry Meeting  
Wednesday August 16, 2017

Vestry

Darren Miller, Senior Church Warden  
Catherine Berheide, Junior Church Warden  
Steven Rucker  
Gordon Boyd (excused)  
Mark Claverie  
Mark Griffin  
Jane Agee  
Field Horne  
Sara Manny (excused)  
Mayumi Kato  
Pam Houde

Clergy  
Dean Marshall J. Vang, Interim Rector  
  
Clerk  
Geneva Henderson (excused)  
  
Treasurer  
John Van der Veer

Call to order: Dean Vang called to order the regular meeting of the Bethesda Episcopal Church Vestry at 7:00 PM on August 16, 2017 at the residence of Field Horne, 50 Granite Street, Saratoga Springs. For this meeting Claverie agreed to take minutes in Henderson's absence.

Devotions: Mayumi Kato began the meeting with devotions.

Previous meeting minutes: Griffin moved to accept the minutes from the previous meeting, seconded by Berheide, unanimously approved.

Interim Rector's Report:

Capital Campaign: Vang hopes to schedule a meeting at Cady Hill with Mary Lou Whitney and John Hendrickson soon. Rectory: Vang has settled in at the rectory but noted that the back yard area is still in need of a porch or patio. The rectory fund has a balance of \$7,700. Still need a walk-through of the building and several more will be scheduled over the next year. Carolyn Hatch & Sharon Boyd will oversee the landscaping of the rectory. The fair rental of the current rectory (unfurnished) needs to be determined for the rector's taxes. First Holy Communion classes will be conducted this fall. Waiting for costs for from Bonacio – for Burke's front door project – to rehab those doors. New hymnals were introduced last Sunday and the 1940 hymnals in the Narthex will be donated soon, after parishioners claim any older hymnals.

Warden's Report: Miller reported no news on the rectory covenant currently under review. A timecard is being developed for the parish administrator's use.

Berheide welcomed new member Steve Rucker to the vestry, replacing Denise Limoli and filling out her term. Berheide has been working with Van der Veer to replace the copier but have determined that it is prudent to finish the current contract which expires December 1<sup>st</sup>. For the duration of the current contract there will be no color copying, which will mean a savings due to the high cost of color copying. Berheide and Van der Veer will make a recommendation to the vestry for a new vendor and that a service agreement will be a part of the new contract.

Stewardship: Berheide reported that adjustments to the budget will be necessary for a full-time rector. Kato is assisting with analyzing the giving records and to visualize categories of giving: behind, on time, paid up and will send out in October (mail and electronic). They are also looking for an alternative to Church Windows. Thought is also being given to the Capital Campaign pledges which are mailed with quarterly statements. Berheide will work with Manny to identify the pledges who have not given anything.

Building Committee: Miller reported that bids are coming in and need review. Major gifts still need to be secured and without major donations more will need to be cut from the building.

Treasurer's Report: - Van der Veer presented the treasurer's report. See attached.

Parish History: Agee reported that design decisions were made by herself and Mary Shartle and they now have galley proofs. A chapter written by Mary Shartle was passed around to get a look at the book so far. They will revisit bids from printers which were received 5 years ago. A determination of 2000 books was the bid. Perhaps do a presale to gauge how many books to order. Cost per copy will help determine. John will head up marketing. Mary is working on copyright application completed, order ISBN barcode orders, LOC. Need to decide on sale price. Time given to editing the book has helped reduced costs.

Parish Life: Houde reported that she talked with the Home of the Good Shepherd board regarding a pot-luck supper and that she is optimistic. She is working with Debbie Harper for a name tag, using tags from other churches as a model. She has started sending out notes to anybody who has signed the guest register at the church. Also detailed instructions for the hearing loop are needed and the ushers need to be informed.

Continuing / New Business: The Rectory Open House has been scheduled for 9/30/17. Field Horne will be in charge of arrangements. Coordination of food and beverages will be handled by Horne, Houde and Rucker. This event will be hosted by the vestry. Berheide moved to approve the rector's living expenses, with Horne seconded and all in favor.

Church property: Griffin. Announced a new local service, GoGoGrandparents, that provides rides for shut-ins to get to church services and other ride needs. Upcoming tasks to be done: covers for the window wells and replacement of the light switch located near the west-side heaters.

Home of the Good Shepherd: Houde reported that HGS would welcome somebody from Vestry to attend a board meeting.

The next meeting of the vestry is September 20<sup>th</sup> at the residence of Pam Houde.

Closing: Griffin moved to adjourn the meeting. Houde seconded the motion, which passed unanimously.