

Building Committee Minutes December 15, 2015

Attending: G. Boyd, M. Anspach, M. Claverie, D. Miller, M. Parobeck, Dean Vang, M. Withington.  
Guest: S. Brown. Excused: G. Delbridge, F. Horne.

Minutes of December 2, 2015 were accepted for the record.

Boyd reported on meetings with Dean Vang, Farrell Goehring and others in which a reallocation of space in the NPH has come to the fore. A music training center would be placed in the NPH where the chapel was to have been, and the chapel and columbarium moved to the church building. Dean Vang is supportive of this option, and the music program leadership is as well. Drawings from S. Brown were reviewed, and with some modifications would be the basis for this change.

The lift in the church would be retained, but the undercroft would be dedicated to sacristy and storage. Placement of the two stained glass windows from the parish house would have to be determined.

The committee approved the above changes, recognizing as well that some savings in capital costs would be achieved, as well as providing better accommodation to the needs of the music program.

Lamb studios has received the executed Agreement, and expects to proceed with removal of the two Parish House windows in January.

Toby Milde and his manager Jeff Ward visited to present a proposal whereby Milde's new restaurant to be located in the Rip Van Dam would use the parish house kitchen and Parish Hall. Bethesda would move out of these facilities entirely in early January, so Milde's construction could commence.

Coffee hour and fellowship would relocate to The Empire Room, above Starbuck's, accessible by stairway and elevator from the entrance in the Rip Van Dam parking lot. Church school attendees would have to be escorted to this location when classes end each Sunday. The choir would have coffee and fellowship in The Empire Room before repairing to the choir room in the existing parish house.

Milde offered to assume all costs of the existing Parish House in return for this accommodation, i.e. all taxes and all utilities, trash and other expenses. Offices and church school would stay put.

Vestry will consider this proposal on December 16.

Capital Campaign plans were distributed. A calendar of activities is attached to these minutes.

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## Tentative Campaign Calendar

<u>Milestone</u>	<u>Dates</u>
Leslie on site for Feasibility study presentation	Nov 19
Deadline for Recruiting Campaign Leadership Team	Dec
Fathom materials worksheet completed and sent to Fathom (3 days prior to sending materials)	Dec 4
ALL materials for brochure submitted to Fathom	Dec 11 for Jan 10 training
<b><i>Building Committee meeting</i></b>	<b><i>Dec 15</i></b>
<b><i>Vestry Meeting</i></b>	<b><i>Dec 16</i></b>
<b><i>Building Committee meeting</i></b>	<b><i>Jan 6</i></b>
Deadline for Recruiting Gift workers	Jan 15
Advance and Congregational gift Evaluation Meeting (Leslie on site)	Jan 16 (4 hrs)
Gift worker packets assembled (23 business days after materials submitted for brochure)	Jan 17
All gift workers training (all gift workers/ “askers” must attend so this date needs to get out early)	Jan 17
Advance Gift Solicitation Begins (quiet phase- 3- 4 weeks) (GOAL: 75% of \$330K)	Jan 19
<b><i>Building Committee meeting</i></b>	<b><i>Jan 19</i></b>
<b><i>Vestry Meeting</i></b>	<b><i>Jan 20</i></b>
<b><i>Parish Annual Meeting</i></b>	<b><i>Jan 26</i></b>
Advance gift deadline	Feb 25
Kick-Off Event: Announce amount already raised in CC Start of Congregational Gift Solicitation (noisy phase)	Feb 26-27
All pledges due	April TBA
Campaign Celebration	April TBA
End of Service report	TBD

