

Bethesda Episcopal Church  
Saratoga Springs NY

Minutes: Vestry Meeting  
Wednesday, February 15, 2017

Vestry  
Mark Claverie  
Darren Miller  
Denise Limoli  
Gordon Boyd  
Catherine Berheide (excused)  
Mark Griffin  
Jane Agee (excused)  
Field Horne  
Sara Manny  
Mayume Kato  
Pam Houde

Clergy  
Dean Marshall J. Vang, Interim Rector

Clerk  
Geneva Henderson

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 February 15, 2017 at the Parish House on Washington Street.

Devotions: Claverie began the meeting with devotions.

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

Treasurer's Report: Van der Veer will try to get treasurers reports out on Mondays prior to the meetings. Pledge and plate is currently running behind last year's by about \$4000. Seminary scholarship has raised \$4850. Total expenses are currently showing as about \$6000 lower than last year, but some payments have not been entered yet and, taking those into account, we're probably about equal to last year. Postage and office supplies are higher than we might've expected but those are often high this early in the year. There should be a quarterly meeting between wardens, bookkeeper, treasurer, and representatives of the building and endowment committees to make sure financial practices are standardized. Henderson moved, Manny seconded, and all were in favor of accepting the Treasurer's report.

Interim Rector's Report: Vang has made selections for paint colors, etc. for the new rectory. Everything chosen was "standard" but Vang made sure to pick things that would look like grade 2 (fancy). Taking advantage of appliance sales for President's Week. House is framed.

Henderson reminded the vestry that Ann Casey strongly recommends getting a letter from the bishop or the standing committee authorizing the release of the escrow to purchase this rectory. Miller and Vang will send a letter advising the bishop of the purchase and requesting that the bishop let us know if there's a problem. Casey can do more if she feels it necessary.

We have to move out of the parish house and have requested to be able to stay until June 30 but that needs to be made official. Need to find somewhere to go and somewhere to store items that will be needed in the future (moving safes may be difficult).

*Building Committee Report:* Although the Capital Campaign was successful, we were hoping for another 1-1.5 million in special gifts which didn't materialize. Boyd happened to speak with Bonacio, who looked at our plans to see if there was any opportunity to save money. He's proposed that he act as construction manager and work with our architect to complete final drawings and cut costs, as well as help us approach banks. This should allow us to break ground in the middle of this year, hopefully completing the building project in the summer of 2018. This carries a \$10,000 cost for pre-construction (so if Bonacio's guaranteed maximum price is too high, we can back out at the cost of \$10,000... otherwise the \$10,000 gets rolled into their overall 12% fee.) Bonacio is well connected and can help with fundraising. Boyd will email out a resolution tomorrow for a vote.\*

*By-Laws Update:* Will need disclosure statements from everyone in the vestry. May need to add to the bylaws a clause stating that the vestry is responsible for annually appointing and approving the board of the Home of the Good Shepherd. It is also worth considering setting forth a process for removing vestry members.

*Vestry Commissions:* Vang circulated a list of commissions, noting that commissions shouldn't be comprised of only vestry people but should involve other members of the congregation. The Vestry is the search committee (for new rector). We will need to meet with Beth Strickland about first steps of the search process. Boyd likes the idea of having discernment meetings that aren't specifically for choosing a rector but give a general idea of the trends in our congregation. Vang summarized the duties of the various commissions. Houde would like to set up a better communication system for spreading the word about people needing prayers (in hospital, etc).

*Grants Application:* Boyd reported that we have a registered account with NYS Grants Gateway for applications for state grants. He is preparing to upload a pre-qualification package later this week. He is also working on getting the line redrawn to include us in the national historic register (excluding the church building was in error). Possibility of Bethesda being on the historic homes tour, so will need volunteers for May 13.

*HGS:* Henderson moved to approve the current members of the board of the Home of the Good Shepherd for another year. Miller second the motion and all were in favor

*Expenses:* Miller moved to approve Dean Vang's expenses for the month, Griffin seconded the motion and all were in favor

*Closing:* Henderson moved to adjourn the meeting. Van der Veer seconded the motion which passed unanimously.

\*On February 17, via email, Boyd moved and Miller seconded the circulated resolution (attached) which approved accepting Bonacio's proposal, which was passed unanimously by the entire vestry.

NOTE: On February 28<sup>th</sup> Miller moved and Claverie seconded (via email) a motion (attached) to approve certain expenses for the rectory, including appliances and a change of paint color for the ceilings. The motion passed with 12 in favor and 1 opposed.