

Bethesda Episcopal Church Vestry Meeting

November 20, 2019 96 Ballston Avenue, Saratoga Springs

Attendance: Dean Marshall J. Vang, Interim Rector
Kate Berheide, Junior Warden
John Van der Veer, Treasurer
Sarah Manny, Assistant Treasurer
John Huppuch and Boomer
Marcia MacDonald
Steven Rucker
Pam Houde
Field Horne
Ann Bullock, Clerk

Absent: Darren Miller,

Opening

The regular meeting of the Bethesda Episcopal Church Vestry Meeting was called to order at 7:03pm on November 20, 2019, at the offices of the Church at 96 Ballston Avenue, by Fr. Vang.

Devotions:

M MacDonald offered devotions.

Approval of Minutes

The minutes of the meeting of October 16, 2019, were unanimously approved. (John VanDer Veer, movant; S. Manny, second)

Interim Rector's Report:

Brass Project: is behind schedule. One pair of candlesticks is our and the second pair will not be shipped for repair until Epiphany to assure that there are candlesticks on altar at Christmas.

Assessment Option: May assign a 15% portion of our assessment to a particular diocesan program or the national church. Our Diocese does not pay entire assessment to the national church. K. Berheide, moved to assign 15% of our 2020 diocesan assessment to the national church. \$37905 is 2020 assessment. Second: J Van Der Veer. Unanimously approved.

Name tags: need to reevaluate how to display the tags and determine a more welcoming location. Vestry is encouraged to greet new faces in the church.

Joan and Bob Bullock are moving away.

Garrett Smith funeral scheduled for Dec 7 at 10am.

Need signage at front door directing visitors to the side doors for entry.

Churchwarden's Report:

Senior Warden: D. Miller: ABSENT

Junior Warden: C. Berheide

Directed Vestry to see Darren's email regarding Mercy House.

Nomination: C. Berheide and D. Miller have considered candidates for Vestry. Vestry should consist in nine members at large PLUS the Wardens, Treasurer and Clerk. Rector is non-voting member.

S. Manny's term expires as Vestry member; but she may continue as Treasurer.

J VanderVeer's term as Treasurer expires, so he may continue as a Vestry member/Assistant Treasurer.

S. Rucker will be elected to Vestry 2020. At annual meeting January 28, 2020 (Tuesday)

Regarding new candidates, overlap with Mercy House is acceptable now that the IRS not-for-profit designation has been established. Let Darren know of suggestions, recommendations for candidates.

Rector Search Process: Candidate still considering financial implications. M. Elizabeth is very aware of the status. Candidate is taking this decision very seriously. No timeline set.

Motion to approve rector's expenses: C Berheide, Movant; S. Manny, second; approved unanimously.

Treasurer's Report: J. Vander Veer:

S. Manny sent report with October figures.

Budget Review: P&L both month to month and year to date: Pledge and plate Income exceeds budget, while expenses are under budget.

Previous year comparisons: October Pledge and plate was down from 2018, while expenses were higher than 2018 (insurance, payroll, Rector expenses and employee benefits were higher) YTD over 2018: income exceeds 2018 while expenses are very close to those of 2018. Aging details—majority of outstanding expenses is in diocesan assessment.

Proposed 2020 Budget: Meeting next week to prepare 2020 budget.

Stewardship: 44 pledges received to date. C. Berheide recommended that we track when pledges are received. 2019 pledges were still coming in January 2019.

Committee Reports:

Parish Life: P. Houde: Evensong (Dec 8 at 3pm): Event is to honor Liz Hood, so entire staff of WMHT has been invited. Recommendation to simplify the food. D. Harper is willing to assist. Dean Vang will approach F. Goehring to get financial assistance for food. Dean Vang will donate wine. Seek contributions of food from parish. Extend invitation to folks connected with Café Lena and NYS Dept of Education/Archives.

Property Management: S Rucker:

Christmas trees ordered for arrival on Dec 21; decoration on Dec 22, 2019.

Fire inspection November 20 passed. There are some repairs to address, including exit lighting in narthex and the correction of the fire escape as the most significant issues. Exit lighting may be built into project for lighting exterior flag poles or as part of parish house project. Must address the fire escape now.

Asbestos report is available and extensive. Report is not bad; there are some vinyl asbestos tiles and there is "mudded" asbestos pipe wrap, but it does not seem to be significant issue.

Christian Education: S Manny: Christmas Pageant Dec 15; practice Dec 14.

Stewardship: see above:

Continuing Business:

Communications; next issue in January. History flyer has been written for concerts. Ushers needed (S. Manny and J VanderVeer volunteered.) Wardens generally will write a letter to the parish when there is a Rector-elect to alert the parish of the new rector and the plans for installation.

West Doors Project: F. Horne: Allerdice had order in early October but there are questions between the hardware installation and the carpenter. Hope doors will be done by Christmas, latest Holy Week. New keys to front doors done. Flag poles ready to go and lighting to be done inexpensively.

Saratoga Book Festival: June 5 and 6, 2020: Recommend that the church agree to allow the fair to use the sanctuary for readings. There isn't much money but we may want to seek a contribution for cleaning and utilities so that the church is ready for worship on Sunday. We may not charge a fee, but simply seek the cost to clean. Festival must have insurance.

Opera Saratoga is also interested in presenting a performance in the summer.

New Business:

Need to provide Christmas gift certificates to Barbara and Mandy. M. MacDonald, second F, Horne: move to give gift certificate of \$100 to Mandy and \$150 to Barbara. Approved unanimously. Amendment \$200 for Barbara per motion of M MacDonald; second, P. Houde, approved unanimously.

Must arrange for ice and snow removal at the parish office. Note: if there is no school, the church office is closed. This office is a great improvement and Barbara is grateful

Blessing and Adjournment

Blessing by Fr. Vang

Meeting was adjourned by motion of J VanDer Veer ; by J Huppuch. Passed unanimously at 8:10pm.

Respectfully submitted by:

Ann Bullock, Clerk

Next meeting: December 18, 2019