

**Bethesda Episcopal Church Vestry Meeting**  
**February 19, 2020**  
**96 Ballston Avenue, Saratoga Springs**

**Attendance:** Dean Marshall J. Vang, Interim Rector  
Darren Miller, Senior Warden  
Kate Berheide, Junior Warden  
Sarah Manny, Treasurer  
Karen Finkbeiner  
Field Horne  
John Huppuch and Boomer  
Steven Rucker  
John Van der Veer, Assistant Treasurer  
David Wilder  
Ann Bullock, Clerk

**Absent:** Pam Houde  
Marcia MacDonald

**Opening**

The regular meeting of the Bethesda Episcopal Church Vestry Meeting was called to order at 7:02pm on February 19, 2020, at the offices of the Church at 96 Ballston Avenue, by Fr. Vang.

**Devotions**

Dean Vang offered devotions.

**Approval of Minutes**

The minutes of the meeting of January 15, 2020, were unanimously approved. (F. Horne, movant; S. Manny, second)

**Interim Rector's Report:**

Tile replacement: Gift to Cathedral for tile replacement project to be completed.

Brass Project: Altar Cross and candlesticks on side altars to be refurbished and finished by Easter. Need to place curtains on reredos for Lent (ask R. Bullock and S. Rucker to place them once they consult with M Griffin.) Elaine to update Dean concerning the expenses so far.

Future plans: Need to meet with Verger, LEV Coordinator; V. Hinkle (for lectors) to discuss next Rota for masses during Lent and end of Dean's time here. Dean will create a record for the next rector concerning the operations of the church, including services, office records, etc by May 1. Need to establish what will happen at the Homes of the Good Shepherd after Dean's departure; Need to determine what to do in the event of a parish emergency (death, illnesses, etc) Fr. Scott has a full-time job which prevents his being available for weekday events; further, he takes vacation in July. Will need other coverage.

Creation of temporary directory: in process—Dean has removed non-worshipping members: we no longer have over 400 worshipping members, as old records include some deceased or moved. Instead the numbers are 295 members presently.

### **Churchwardens' Report:**

**Senior Warden:** D. Miller

Mercy House: Letter of credit is in. Application for building permit is in. Meeting with Builder and architect Feb 20; We are still aiming for March 9 to break ground. May need a short-term extension if City needs more time to approve the plans. The initial application was in in mid-Nov, but the City has taken longer to approve, including misplaced materials, revised letter of credit application.

D. Wilder raised question concerning bridge loan if the donor has not completed the gift when required. Concern about invading the church's principal in escrow. Where will the funding come from if the gift is not completed?

K. Finkbeiner reported that bridge loan is intended to be a line of credit, not a mortgage. Further, we just have to start the project to meet the requirements of the building permit—may pause the project if needed. Likely that we will start construction before the gift is in place and access principal funds and/or the line of credit to proceed before the gift. There are clauses in the construction contract that allow for alternatives, including a pause, without extreme loss. We do not want to miss the starting date which would require another application for a building permit.

Vestry classes: K. Berheide will check her records and provide to Barbara. S, Manny is treasurer for a two-year term. D. Wilder is completing the remainder of a term (one year), while K Finkbeiner is elected to a three-year term.

Motion to approve rector's expenses: D. Miller , Movant; J Hiuppuch , second; approved unanimously.

**Junior Warden:** C. Berheide

New Rector Search Process: discussion in executive session following meeting.

### **Commission Reports:**

**Property Management:** S Rucker:

Greens have been removed. J. Van der Veer reports that we need a new shop vacuum. F. Horne recommends Guyser Vacuum to make a suggestion. Use church credit card to purchase vacuum to get tax exemption.

Rectory: still some final belongings to be removed. Mark Griffin will be able to assist. Setting of thermostats to be lowered. When power went out Feb 14 and following, Tom Remington went to the house to check several times; he now has a key, as does J Van der Veer.

**Christian Education:** S Manny:

Doris Seagrave has asked if we want to do Easter activities with the Methodist church. Many families have been away from church and attendance was low.

**Stewardship:** S. Manny:

Received one more pledge (we are nearing 60 pledges.) Some new possible members approached to give. Name tags are being made for new members.

**Communications:** F. Horne:

Newsletter will go out after we have a firm announcement concerning the new Rector. F. Horne will request submissions.

**Continuing Business:**

West Doors Project: F. Horne:

Inner doors will be done for Palm Sunday. The wood doors are refurbished; open inward. Flag poles and holders are to be installed. Barbara got a discount since the parts didn't all match initially. Flags are to be ordered.

**Treasurer's Report: 2020 Budget:** S. Manny & J. Van der Veer

S. Manny sent report with budget info. January revenue very much under budget for P&P and close to \$8000 under 2019. Expenses are very close to budget and quite close to 2019. Bills are in good shape—all current, including the diocesan assessment through January. There is an individual in the parish who does not pledge, but historically gives generously at this time of year: it is hoped that this will continue.

**New Business:** none

Parish Leadership conference at the Spiritual Life Center on Sat, March 21, 2020. Topic Revisiting the Alpha Course. Bp wants parishes to reinvigorate themselves with the use of this course. Dean will register those attending. Group will carpool.

**Next Meeting:** March 18, 2020

**Adjournment**

Meeting was adjourned by motion of F. Horne, second, K. Finkbeiner; Passed unanimously at 8pm.

Respectfully submitted by:

Ann Bullock, Clerk