

Bethesda Episcopal Church Vestry Meeting
January 19, 2022
Via Zoom, Saratoga Springs

Attendance: Fr. Charles Wallace, Priest in Charge
Kate Berheide, Junior Warden
Karen Finkbeiner, Treasurer
Pam Houde
Field Horne
Laura Kszan
Steven Rucker
John Van der Veer
David Wilder
Ann Bullock, Clerk

Absent: Darren Miller, Warden
Marcia MacDonald
Sara Manny

Opening Prayer

The regular meeting of the Bethesda Episcopal Church Vestry was called to order at 7:08pm on January 19, 2022, via Zoom, by Fr. Wallace

Devotions:

Fr. Wallace offered devotions, remembering Helen Bruce who passed away today.

Approval of Minutes

The minutes of the meeting of November 17, 2021, were unanimously approved as corrected. (K Finkbeiner, movant; D Wilder, second)

Priest-in-Charge Remarks:

Thanks to R Bullock and Fr. Russo who covered the first weeks of the year when Fr. Wallace was ill. We do need a clergymember to cover especially in the absence of a Bishop to approve Fr Russo. Fr Wallace has been contacted by a retiring clergymember who is interested in assisting.

Derek Stannard is acting as interim organist. All are invited to welcome him. He is paid a stipend per Sunday service. The current arrangement allows for Kathleen to serve as director and Derek prefers to serve one service as he has a full-time job. Derek will serve for weddings and funerals as possible: he also has connections with other area organists for supply organists as needed if he is unavailable. Derek is willing to stay until June and into the summer;

interested in the position if possible. It is convenient for him and fits with his other commitments.

Christian Education: until the virus dies down and the roof has been done, we will keep education opportunities limited. Lenten education opportunities include reading of Milton's Paradise Lost; renewal of baptismal covenant courses available, through the Cathedral. Most will be virtual

Treasurer's Financial Report: K Finkbeiner, Treasurer

K Finkbeiner sent the financial report stating that, with regard to Operational Expense, there were no surprises in December. We ended the year as we expected, with Church Building expense well over budget mainly due to items related to the boiler and sprinkler projects that are in Operational spending (diagnosis, etc.) Some of this could be considered capital expense, but the funding was available in regular income. The Office spending ran over as we moved into the new office and have a slightly larger office, so some of the increased expense will be continuing. The underruns in fees and salaries are mainly timing, with earned fees and income not paid by the end of the year 2021.

Operational Income also had the same dynamics that we had seen all year, with Pledge and Plate running well below our Expenses (although we did come over budget.) This did not result in a deficit as we had the PPP loan and VERY generous giving to our special appeal. The result is a significant positive balance to see us through the early months of this year. Given this strong income, our Accounts Payable is in good shape.

P&P falls short of expenses by about \$35000; but we did have a year-end surplus and ahead of budget. The special challenge and PPP loan put us well ahead going forward. Reminder that the funds in the challenge were split between capital and operating funds.

Recommend that we move excess cash funds out of checking account and into secure interest-bearing accounts. K Berheide moves that we direct Treasurer K Finkbeiner to move cash funds in excess of \$30,000 into an existing account for income: seconded by S Rucker. Motion carried unanimously.

Proposed 2022 Budget: We had a larger than usual dividend in 2021; increases in expenses to reflect projected inflation and to reflect increased rector expenses by 5%. Operational expenses are not quite as high as they were in 2021, as the capital project expenses in the building are not expected to repeat. Kept P&P flat and did not include any special challenge giving. Projects a deficit of \$7000, but, to cover expenses in the winter (2023), we must finish the year with a surplus of at least \$20,000 leaving a year end need of \$27000.

We do have some funds in investments and did finish 2021 with a good surplus, so there is some money in reserve. Thirty Thousand Dollars loaned to Mercy House have been repaid into capital account.

D Wilder moved for adoption of budget presented; F Horne, second. Motion carried unanimously.

Budget will be presented at Annual Meeting as adopted.

Commission Reports:

Property Management: S Rucker:

It's been quiet this month. The downstairs bathroom is out of commission on account of the grinder pump which is not working. (It has been in place since the 1950s!) Sano Rubin is obtaining a grinder pump; it may be four to six weeks to get the equipment. SR is aware of the urgency of getting the bathroom done. He will have the cost in the next days.

D Wilder asked about the sprinkler and fire alarm. S Rucker reports that the sprinkler has been repaired and is now fully operational and the fire marshal will be coming to inspect it.

The exit door in the area beside the organ is being evaluated to become a fire-safe door, as well as creating an exit from the courtyard.

The entry door has been troublesome: question whether to replace the hardware on the door as the door often cannot be locked with the current hardware. K Finkbeiner asked how long it would take to get replacement hardware. F Horne remarked that the inside door will lock and suggested that Mangione might be able to repair the locking mechanism. S Rucker will obtain some estimates for replacement of the locks.

Michael Dubb, owner of Adelphi Hotel, has requested to lease the adjoining lot to park construction vehicles while they are doing work (eighteen months.) Fr Wallace suggested that Dubb might be able to negotiate a curb cut with the city to allow for a parking lot and perhaps create a paved parking lot, while we determine what we are doing with that lot. We will need at least a portion of the lot during the spring for the roof replacement staging area. S Rucker notes that paving may affect drainage. P Houde asked if the Church would actually be able to park there if Dubb had his equipment parked there. L Kszan asks what the value of this lease might be. D Wilder asks if we would pave after the equipment is removed. Fr Wallace suggests that we would benefit from the curb cut and if the lot is paved eventually. We will be working on our roof before the Adelphi project starts, but they will likely start before we are finished. Conservatively, we might have access to the parking lot by late spring/summer.

Annual Meeting:

January 30, 2022 following the one service at 9am.

D Miller prepared the agenda for the 2021 meeting. K Berheide suggests there is a Power Point which is published. Summary of the accomplishments of 2021 and the continuing projects of 2022, including the roof which is to begin in March, weather permitting. Open the nominations process during the liturgy; voting and results of election at end of the meeting.

Fr Wallace suggests that we will need to address a parish house of sorts, whether it is renovating the undercroft or some other manner. We have priorities including the roof; drainage; belltower and undercroft; and meeting space for the parish—but no project will start

without funds in hand to complete it. K Berheide asks if there is grant money available for the bell tower to be repaired. K Berheide; K Finkbeiner and A Bullock will investigate grant opportunities for this project.

K Finkbeiner will send a copy of the 2021 agenda. S Rucker to present on the construction projects. He meets with SR regularly to discuss projects and will ask if there is anything outstanding that might delay the roof start.

New Business: Observation of Fr Wallace's birthday on the morrow.

Next meeting:

Blessing and Adjournment

Blessing by Fr. Wallace

Meeting was adjourned by motion of D Wilder ; second, K Finkebeiner Passed unanimously at 8:28

Respectfully submitted by:

Ann C. Bullock, Clerk