

Bethesda Episcopal Church Vestry Meeting
May 18, 2022
Beacon Hill Drive, Saratoga Springs and ZOOM

Attendance: Darren Miller, Senior Warden
Sara Manny, Junior Warden via Zoom
Karen Finkbeiner, Treasurer
Mark Claverie via Zoom
Laura Kszan via Zoom
Marcia MacDonald
Steven Rucker via Zoom
David Wilder via Zoom
Ann Bullock, Clerk via Zoom

Absent: Fr. Charles Wallace, Priest in Charge
Robyn Colonell
David MacVane
Holly Sofarelli

Opening Prayer

The regular meeting of the Bethesda Episcopal Church Vestry was called to order at 7:09pm on May 18, 2022, at Beacon Hill Drive and via Zoom, by Warden D Miller.

Devotions:

D. Miller offered devotions.

Approval of Minutes

The minutes of the meeting of April 20, 2022, were unanimously approved as corrected. (K Finkbeiner, movant; M MacDonald, second)

Treasurer's Financial Report: K Finkbeiner, Treasurer

K Finkbeiner sent report showing Year to Date our Expenses are over Budget by \$9,186. This breaks out into 3 approximately equal parts:

- Timing: Our insurance payment (in Church Building category) was paid earlier than budgeted.
- Probably Timing: As in prior months, we have overruns due to benefit contributions related to 2021 paid early this year (on the Rector line and Other Employees line). If our late 2022 payments roll into 2023, this will not be a full year issue. However, if the timing is different, this could be a full year overrun.
- Actual overruns: Utilities, repair and maintenance (in the Building Category) and our Office Costs (web redesign) are running over budget, and there is no timing offset.

Given the risk that some of the timing issues will not reverse late in the year, and that our budget contains a Full Year Deficit, we will need to continue to manage our expense run rate tightly. Two pension items (rector and other employee costs) were carried into 2022 from 2021. This expense will level out, if it is carried into 2023 (otherwise, we will be over budget on this.)

The church building is over budget and utilities are running over budget –expect to be over budget all year. Expenses are currently over budget by \$9000 and, while some may level off, we continue to expect a deficit.

Year to date Pledge and Plate is slightly over budget. Some of this is early payment on Full Year pledges, but it is still a positive result. Some special contributions (fuel, funeral, etc) are running slightly ahead of budget too. It is not a bad situation, but we need to keep a close eye on expenses.

M MacDonald moves and D Miller seconds acceptance of the financial report.

Capital Account: current unrestricted capital accounts \$1.12M. There are some smaller restricted capital accounts. From the capital account, we have done the grinder pump project; making interim payments on the roof project and plan to take care of the fire exit/stained glass window in the sacristy door. We expect to have about \$600 thousand left after all current projects have been finished.

Churchwardens' Report:

Senior Warden: D. Miller

Barbara Latzko has elected to resign; a group of volunteers will cover the office for now and we will look for a permanent staff person. There has been an individual who has expressed interest.

Junior Warden: S Manny

S Manny is the point person for the volunteer staffing; will have a gift card for Barbara for a local restaurant as a thank you on her last day. Notice will be in the bulletin and website to let parish know of the change and that the office will be open on a more limited basis. Based on volunteer hours needed to cover the projects required, we will be in a better position to determine how many hours needed for a new staff hire. D Wilder noted that the staff position allows the church to be accessible: that is, answering phone and email inquiries from the parish and community is important. Expectation that the office will be open Tues through Thurs for the summer to cover continuing parish needs.

Commission Reports:

Parish Life: Summer Party:

R. Beck's wife cannot cater at this time, but may be an option in the future. Is it feasible to have an event at Golf and Polo, asks D Wilder. The area next to the church is still in rough shape. The objective would be to have activity around the church—and celebrate the completion of the roof. Issue is how to afford this—and have an event that is appealing to a wide cross section of the parish. Committee needs to meet to establish whether this is a fundraiser or a “friendraiser” to

invite others in. We will need to establish a budget for this: K Finkbeiner suggests that our means are more limited than in the past. L Kszan suggests the committee create a couple of options, ranging from free (pot-luck) to per head event, etc.

Property Management: Building/Capital Project

M Claverie reports that the roof demolition is complete. All new decking has been installed. Holy Rollers are largely finished as the weekly covering and uncovering is not needed. The organ will continue to be covered; expect to uncover it in June and tune it at that time. Tentative completion date is June 13. Dust still may arise from sanding and finishing.

There is still work to be done on the windows, but our historical restoration expert at S-R is no longer available. Looking at protective plexi-glass on clerestory windows presently.

Lamb Studios has been able to look at clerestory windows and reported to the architect on recommendations. Dormers and moldings being evaluated now.

Bell Tower: replacement of louvers estimate is about \$3000. S-R suggests we use the contingency overrun on the roof replacement toward this work as there has, so far, been no need for contingency. The bell tower roof needs replacement as there are missing slates and actual holes in the roof: architect and S-R are working on proposals for this repair. Future stabilizing of the bell tower will not require replacing the bell tower roof a second time: it appears that the architects will recommend that we repair the roof now. Question as to the cost to stabilize the bell tower.

K Finkbeiner, moves and D Miller, seconds: motion to allocate \$3000 toward the lover replacement. Approved unanimously.

D Miller moves; D Wilder second, motion to approve the repair of the bell tower roof to a maximum of \$30,000. Approved unanimously.

Fire escape is likely to come in under \$73000 based on current projections. It had been hoped that the cost would be \$70000. K Finkbeiner moves and D Wilder seconds: motion to increase fire escape project allocation to no more than \$73,000. Approved unanimously.

Continuing Business:

Discussion of Vestry attendance

New Business: none

Next meeting: June 15, 2022

Blessing and Adjournment

Passed unanimously at 8:08pm.

Respectfully submitted by:

Ann C. Bullock, Clerk