

Bethesda Episcopal Church Vestry Meeting
15 November, 2023
Saratoga Springs

The meeting was held at 3 Beacon Hill Drive, Saratoga Springs.

Attendance: Fr. Charles Wallace
Sara Manny, Senior Warden
Mark Claverie, Junior Warden
Timothy Holmes, Clerk
David Harper
Marcia MacDonald
Marge Verrigni
Rick Wissler

Absent

Karen Finkbeiner
David MacVane
Holly Sofarelli

Opening Prayer

The regular meeting of the Bethesda Episcopal Church Vestry was called to order at 7:00 pm on Wednesday, 15 November, 2023, by Fr. Charles Wallace.

Devotions:

Fr. Wallace offered devotions.

Approval of Minutes

The minutes of the meeting of 18 October, 2023 were accepted as distributed. (M MacDonald, movant; S Manny, second)

Priest-in-Charge Remarks: Fr. Wallace noted:

Organ – SME December (below)
Upcoming: Victorian Stroll 30.XI from 6-9pm
BBC 7.XII at 5pm.
Decorating 9.XII at 9am.
Lessons & Carols 17.XII at 10am.
Recital 17.XII at 3pm.
Annual Meeting 28.I.2024
Ash Wednesday 14.II.2024 at 12.10 and 7pm.
Consecration of New Bishop 24.II.2024 at Cathedral

Advent-Christmas services 2023

3 December - Advent Sunday
7 December - 5pm Book Club
9 December - Church decorating for Christmas.
17 December 10am Lessons and Carols
3pm Recital
5pm Vestry Christmas Party – at Marcia's
24 December 9am Advent IV Communion
24 December 4pm and 10pm Christmas Eucharists
25 December 9am Eucharist for Christmas Day
31 December 9am Eucharist for Sunday after Christmas

Office closed from 22 December to 8 January (inclusive)

Annual Meeting date - 28th January following 9am service.

Treasurer's Report: S Manny for K Finkbeiner, Treasurer.

Our deficit grew less than expected in October. Year to date the deficit is over \$12,000. During November and December we need to close that and create a surplus to fund the early months of 2024. It is recommended that a paragraph of appeal be provided in the bulletin.

Senior Warden:

S Manny reported on experience providing Sunday School for the children of families attending.

Junior Warden: M Claverie reported on property management:

- Clerestory window protective glass was installed by JR Lamb on September 26th which completed all the work with the clerestory windows.
- Bourque technicians seem to have resolved issues with blowers. I have visited the church during cold weather and the church has been warm – the readings on the blowers have been around 70F. I would ask that everybody be mindful about closing doors, especially the side entrance door to the Narthex.
- The fire inspection took place on November 1st and we passed, although we were reminded to curb the use of extension cords in the choir practice area as well as the choir loft which illuminates the Tiffany windows.
- The eagle lectern was returned on November 1st as well. Since the lectern and lantern have been lacquered, cleaning will only require wiping with a cloth. No polish should be applied.
- Lamb Studios also delivered 2 stained glass windows, which were removed from the old Parish House and placed in storage at their New Jersey workshop. Those windows are currently stored in the undercroft.
- Tom Moeller, our volunteer sound man, has adjusted the microphone on the eagle lectern. We will see how well it works this Sunday for the readers, but my tests last night showed a great improvement.
- We received a quote for the snow rails from MSI (Mid-State Industries, aka the roofers, which was circulated to the Vestry via email and approved. I signed the quote and forwarded it back to MSI as well as JGWA (architect). I have not received the installation date yet. MSI was hopeful that, depending on delivery of materials, that installation could occur in December.
- The following items are on the to-do list:
- JGWA proposed using a flexible corrugated drainpipe to attach to the downspout to drain water away from the building, rather than relying on concrete spill blocks.
- Mid-State intends to complete the punch list items when they are on site to install the snow guards. JGWA will meet with them onsite when they begin work so that they can discuss the punch list work and the leak. Mid-State already had replacement horizontal downspouts in storage to replace the crushed downspouts.
- We need to start considering improvements to drainage. There was a drainage project proposed several years ago and we might want to think about moving forward on that project. This will require some updating.
- Bonacio Property Management has declined the day-to-day property management for both the church and rectory. Next steps are to engage with NLH Property Management to see if they would be interested.

- Christmas decorating: Saturday, December 9th @ 9am. The trees will be delivered on Thursday (12/7) and I expect that we will stand up the trees in the late afternoon. Arrangements have not been finalized at this time.

Next meeting: Wednesday 17 January 2024. The Annual Meeting will be held Sunday, 28 January following the 9AM service.

Closing Prayer led by Fr Wallace.

The Grace of our Lord Jesus Christ, and the love of God, and the fellowship of the Holy Spirit, be with us all evermore. Amen.

Meeting adjourned 8:15PM

*Respectfully submitted,
Timothy Holmes, Clerk*

Organ Upgrades

The Casavant organ in the chancel of the church has served Bethesda Church well since it replaced the historic E.M. Skinner pipe organ in 1968. Nevertheless, the last 55 years have shown considerable wear on the instrument, including deterioration of pipework and wind leaks; considerable water damage, dust and debris; and a number of mechanical problems which affect the console and its functionality. The gallery organ, installed in xxxx, also has a number of problems: the instrument lacks adequate wind supply; there are persistent issues with the electronics of the console; and there is water damage to pipes and wind chests that occurred prior to the installation of our new roof.

The parish recently initiated a discussion with the firm, Foley-Baker, Inc. of Tolland, Connecticut, about both instruments. Having recently visited Bethesda, technicians from Foley-Baker will now prepare a full assessment and advise the Vestry on ongoing care and maintenance of the instruments. We will share more information about these recommendations in the coming weeks.

Given the importance music plays in our parish's liturgical life, the Vestry has agreed that donations to December's special monthly envelope will support the ongoing maintenance and repair of both the chancel organ and the Pierce gallery organ.

Fr Charles Wallace, *Priest-in-Charge*

Sara Manny and Mark Claverie, *Wardens*