

MINUTES OF THE ELEVENTH MEETING
BOARD OF DIRECTORS
MERCY HOUSE OF SARATOGA, INC.

The eleventh meeting of the Board of Directors of Mercy House was held on the day and place set forth as follows:

Time 7:00 p.m.

Date: February 1, 2021

Place: On Zoom

Present:

Board Members: Gordon Boyd, Mary Withington, Mark Claverie, Howard Nelson, Tom Remington, Mary Sanders Shartle, and Mark Griffin.

Honored invited guests from the Vestry of Bethesda Episcopal Church: The Reverend Charles Wallace; Darren Miller, and Karen Finkbeiner.

The regular meeting began at 7:15, following the annual meeting.

Gordon Boyd asked for recognition of the governance committee with those present as a whole. As chair of the governance committee, Gordon moved to nominate the present incumbent officers of the corporation for the coming year. The by-laws require that we re-elect the slate to continue. Howard seconded the motion.

PRESIDENT'S REPORT - NEW BUSINESS

A status report was circulated before the meeting.

Construction permitting

Mercy House is in a "pause period." The City of Saratoga Springs Building Department has received our detailed package of information in July, 2020. Their outside consultant, Chazsen Engineers, vetted the plan and posed fifty-one questions. Our contractor, Sano-Rubin, and architect, John G. Waite, returned their responses to the city in mid-July. The City has not replied to date. James Cox, attorney for Mercy House and Bethesda, is making an inquiry to see if he can move the city forward on the permit, since we are spending money while waiting. The holdup, Cox has said, does not reflect on Mercy House. Others in Saratoga Springs are having same problem with the City as we are. The pandemic seems to be the year's excuse. However, we have ordered building steel and custom windows (ones in the arcade and in the courtyard) and these items are in storage, creating expenses in the several thousands of dollars in pre-construction costs. Other costs are being incurred during this period while we await response from the City. The site plan must be approved by September 2021 or it expires. We need the building permit by then or the plan has to return to the Planning Board. They should not hold us accountable for not meeting a deadline, Gordon said.

Funding

The donor, who remains anonymous, remains committed. His stalled business transaction is now about to go back on the market. Gordon is guardedly optimistic that they will get offers quickly. There's no question that the transaction will go through.

Partnerships

Gordon notified the partners about the paused status of the project; Gordon was gratified that their response was still supportive. They are patiently waiting and remain enthusiastic for the project to come to fruition.

The Parish Annual Meeting will be held in the church on Sunday February 7 at 10:45 a.m. Scott Hawkins of Sano-Rubin, and Shannon Brown, our architect, and Jack Waite will have slides showing elements of the construction both on Mercy House and inside the church. Karen Finkbeiner and Gordon have been attending the meetings with Sano-Rubin since last July or August, coordinating the architect plans with the contractor, dealing with systems like security, HVAC, plumbing, electrical, how the basement will be laid out before we begin work. Those meetings will start again in the next month or so. When those meetings are concluded, Gordon would like to invite representative members of the Parish, and our tenant partners to review how well the spaces will work for the Parish in day-to-day use, the public, as well as the Mercy House residents upstairs.

OLD BUSINESS

Financial Procedures

Article VII, Paragraph 2 "Except as otherwise specifically determined by resolution of the Board of Directors, checks, drafts, promissory notes, and orders for the payment of money, and other evidence of indebtedness of the Corporation shall be signed by such Officers as the Board of Directors may from time to time designate."

RESOLVED that the new financial procedures for electronic authorization be approved. Mary Withington moved to accept, Howard Nelson seconded. All ayes, no nays. The statement of the resolution of the board, signed by the Secretary, Mary Sanders Shartle, has been faxed to Elaine Leach, Accountant.

The status report will be handed out at the Parish meeting and can be shared with anybody.

Darren Miller thanked all those present for their hard work, patience, and dedication to the project, especially when there are issues beyond our control.

There being no further questions or comments the meeting was adjourned at 7:33 p.m. Howard moved to adjourn the meeting. Mary Withington seconded.

NEXT MEETING: April 12, 2021 via Zoom.

Respectfully submitted:

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Mary Sanders Shartle, Secretary