

Vestry Minutes for the Episcopal Church of St. John the Baptist
September 18, 2019

Present: Sharon Lamando, Mike McNamara, Ted Palmer, Scott Kresge, Clara Escobar, Jerry Hudson, Father Tom White, Jill Malloy and Treasurer Tom Sombar and Assistant Treasurer Ed Stout and Mark Owen

Meeting was called to order by Senior Warden Sharon Lamando at 7:00 pm.

Opening Prayer was given by Father Tom.

Review and Acceptance of June Minutes: Motion was made by Mike McNamara and seconded by Jerry Hudson to accept June minutes. All were in favor.

Treasurer Report: Tom handed out 3 months' worth of statements/reports. Things show positive. Tom did pay the Wharton Street loan in early August plus the semiannual A & D loan through June. He presented August general ledger but made the past months available if anyone was interested showing how things were classified and who was paid. Building fund will need to be closed. Rental/rectory account was busy. Over \$12,000 was paid from that account which was for the bathroom, HVAC issues, grass cutting. Largest amount was for Sherman's. Sherman's has now been paid in full. Mike inquired about the \$750 to After Hours. Tom stated he thought everything had been paid. Master Fund A was a good month in July and a good year to date. Ferneyhough account is up this year as well. Outreach account shows they are doing well. Yard sale money was transferred over to Outreach as well as a donation from a benefactor. Weekly pledges are fairly steady. Clara asked about the work that has to be done on the rental. Sharon said there will only be minor work done this fall and the major work will be done in the spring. Father Tom questioned if we should do power washing now or if we should wait until spring. Mike said that was Earl's decision because originally he was going to be doing everything in the fall but due to his time restraints and our lack of funds the major work has been pushed back to spring, however, Earl will do the power washing now. No other questions. Sharon asked for a motion to accept the treasurer's report. Jerry made a motion to accept and Ted seconded. All were in favor.

Priest Comments: Father Tom reported on how he and Deacon Paula alternate visiting the homebound. Father Tom spoke of Bishop Brown has made evangelism his priority and it began last October with a retreat. There is a follow up retreat on November 23rd which is the Saturday before Thanksgiving. He said it was not the ideal day but that is the day from 9-3 at St. Anne's School for girls. Deacon Paula and Father Tom will be attending. His hope is the Senior and Junior as well as the chair for parish communication will also attend. As soon as he gets for information he will pass it along. It is the ongoing Bishop's emphasis Invite, Welcome and Connect.

Correspondence: None

COMMITTEE REPORTS

Worship/Music: Scott reported Father Tom was taking over this committee. Father Tom said there was no report. Father Tom then reported that Rebecca Frankum had taken over the choir. He reported on how pleased he was with her ability and stellar job that she is doing. He stated she is gifted. God created her to be a choir director. She has the ability to be in

constant control the entire time, she has very high standards, challenges the choir, presses the choir and yet she makes it fun. She jokes, she's serious, she's light hearted, she is just doing an excellent job. And the choir will be singing its first anthem this Sunday.

Sunday School and Youth Ministry: Jill reported Sunday School had begun.

Outreach: Clara reported there was an event at Irish Eyes the following night and will be holding a meeting the following week as soon as she can get a time set.

Fellowship/Kitchen Teams: Jill reported the teams were strong and things are going well. She commented on the picnic and how it ran smoothly.

Parish Communications: Father Tom stated the reason he is representing worship and music he is no longer chair of Parish Communications. The co-chairs of parish communications are now Mark Owen and Eric Valentine. Father Tom thought it may be more appropriate for Scott to be the liaison for parish communications. Father Tom said he felt he was not as supportive since he was not as familiar with the social media age and IT that he does not understand. Father Tom then turned it over to Mark. From a previous conversation with Scott, Scott said he would give a report if Mark was not at the meeting. Since Mark was present he gave the report. Mark reported they are going through the process of reconciling all email accounts since there were several and looking at all contacts and coordinating them to match up. They are trying to arrange a meeting next week to talk about all the outstanding items that they have. Parking lot signs are completed by Quillens, he just needs to pick them up. He has some ideas on how to post them in the parking lot. The front sign in front of the church is being reworked as the one submitted by Quillens was not acceptable. Scott sent out an email to the committee about getting a TV with the grant money that the Bishop is offering.

Property: Mike reported by starting off with Sherman's. He installed the tankless hot water heater and the bathroom. Mike discussed the overestimate on the bathroom fell on deaf ears. They refunded us \$268 back on a quote of \$4900.15. We are still waiting on the town to connect the water. Father Tom said we are, the mayor called for him here and left a message saying it will be done sometime in the next week. Since he gave no date or time when he called Father Tom was not sure which week he was talking about so given the uncertainty he will be going to the town hall to follow up. Sabrs replaced the HVAC unit for \$9989.00. The unit next to the new one needs to be watched since it isn't in the best shape. Father Tom asked if there was a maintenance agreement for the unit. Mike said he thought he would talk to people about next year. He said he has not made friends in the Junior Warden job. Jerry asked if they required an agreement to maintain the warranty. Mike said he didn't think they did. He asked Sharon and she said the original estimate said they would do the maintenance. Sharon asked about the Custom Mechanical contract that Mike was going to do with them. It would be the three other units. Jerry said Sabrs does offer maintenance agreements. Sharon said he had spoken with them and was told they do not have a maintenance agreement because she asked about her home. Mark chimed in that they have Sabrs and that they come out in the spring and the fall. Mike asked about the other units. Mark said he thought they should be able to offer something. Jerry stated that's the problem we are having now, we are using different companies for everything, we need just one company we can call for all of it. Mike said we have an agreement with After Hours. It's not a maintenance agreement but he thinks they will cover everything. Mike asked Jerry what he thought. Jerry stated he thinks it should be one company to do it all, not have one company for one unit then someone else for everything else. Jerry said if we had someone like Sabrs they can probably tell how much life is left in the units we have. Jerry said he does not know Sabrs but is impressed they came into

we need established. Father Tom said he agreed with Jerry that we needed one good electrician, plumber and one good HVAC person. Jerry said he thought we should be done with Sherman's since they did not do that much work and overcharged us for the little they did. Mike moved onto the rental house. The tenant signed a one year lease. He bought a ceiling fan to replace the one that was not working. The painting was discussed with Earl and it was decided he will do it in the spring.

Security and Safety: Mike reported they had a meeting on August 5th in preparation of the concert. Things went well. Father Tom complimented on how well prepared we were for the event. Father Tom reported that the pastor of Christ Church Dover was telling him that DSP do a training session in churches about security with concealed weapons and will come to give a presentation. Father Tom he can speak with Father Chuck for more information.

In Reach Ministry: Father Tom said the in reach committee has been focusing on Linda Tuttle and her friend Bill as well as the Moubrays. Contact has been made with both couples and as of now there is no particular need but Father Tom continues to ask for the committee to reach out to them. Angela is being added since her accident.

OLD BUSINESS

Sharon reported since we had met over the summer we had taken care of any old business that had been left over from the summer.

NEW BUSINESS

Invite, Welcome, Connect: Father Tom reported last October he attended along with several others they attended the retreat where this was introduced. It was held at Christ Christiana Hundred. Throughout the halls Father Tom noticed TV's that were on a loop giving information on events that were happening. Father Tom said he thought why couldn't our church have something like that. Interesting at the convention in January the Bishop surprised everyone by saying every parish was getting a check for \$250 as part of this emphasis. So we received this gift and it is to be used in part with the Bishop's emphasis. Father Tom raised the idea of getting a TV. Everyone liked his idea. Scott was tasked with getting information on getting the TV and associated costs. Father Tom's request was let's get a TV that will take us into the future. Scott recommends a 40" smart TV that has a USB port, a wall mount and 2 flash drives allowing Scott to keep things current on the TV loop. The prices that came back were; the TV will cost \$279.99, the wall mount is \$99.99 and the 2 flash drives are \$41.98 (\$20.99 each) with a grand total of \$421.96. We are over \$171.96 the gift of \$250.00. Father Tom said for him it was a no brainer since we already are getting the \$250.00. Jerry asked where they were going to mount it and Scott stated on the bulletin board. Jerry was afraid because of the openness of the doors and windows someone could break the glass and grab it off the wall. Discussion followed on where they could mount it. Scott will check on if it will fit. Father Tom asked if there was a wall mount that could conceal it when not in use. Sharon asked for a motion to purchase the TV, wall mount and flash drives. Jerry made the motion and Mike seconded. All were in favor. Jerry found a cabinet that would hold the TV that would hide it if it was decided to still mount it on the bulletin board. That part has been tabled.

Landscape: Father Tom reported there is a landscape day for Saturday October 5th, the Blessing of the Animals will follow. The idea is to clean up, mulch for the winter, and replace the plants that we lost. Shrubs and mulch will cost \$300. Sharon asked about Belle Terre since they had made the offer back when the plants were killed. Unfortunately the person who made the offer was going to substitute shrubs that were not what we originally had is no longer

working there. Father Tom is following up. Sharon asked for a motion for the \$300 for landscaping. Jill made the motion and Clara seconded. All were in favor.

Safe Harbor and others using the building: Sharon stated Jerry had asked to put this on the agenda for discussion. Jerry stated if we were going to allow Safe Harbor and others to use the facility they needed to be paying enough to pay for the expenses we incur with them here. His first thought was there would be one fee if you used the kitchen and one if you only are using the hall since we can lock the kitchen door and pull down the shutter closing the kitchen completely off. Jerry stated we are trying not to lose money and we shouldn't be losing money by allowing others to use the facility while paying such a minimal amount it covers none of our expenses. Jerry gave several examples of how when he has been working at the church people come in obviously getting ready to prepare food. On another occasion a woman came up to the church as he was leaving and said she was from Safe Harbor and needed to get a box of files. Jerry pointed out we don't let our own congregation come and go within their own church, so why do we let others who are not members come and go. It's our facility and we are making a lot of improvements here but he feels we are losing money by having the other organizations here. When Safe Harbor first asked to use our facility there were limited places for meetings but now there is the Cheer Center, Goshen Hall, etc. There are other venues for these organizations because we're the cheap place in town. Mike commented he was at the church one day and the minister of Safe Harbor came in and said he had left his laptop and went to the cabinet and pulled out the laptop. Mike asked that he not leave that at the church any more since it was in an unsecured area. Mike reported on how the safety committee wanted to have a "first aid" corner along with a landline. His concern was that the items that would be on display could be tempting to anyone with access. Jerry asked if anyone had access to the sacristy. Safe Harbor does have access. We keep our items in the safe. Scott reported Safe Harbor is at the church for at least 3 hours. They have service and a full meal. Ted asked if there was a written agreement. No one knew. Safe Harbor has not had any increase in the 10 years they have been using the hall. Jerry asked what everyone thought. Scott asked how we would come up with prices. Between heat, air and now water it's all an added expense. Safe Harbor only pays \$900 every six months. Jerry stated he thought the amount should go up to \$150-\$200. Father Tom said it does matter to him that it is a faith family using our facility. There is a connection to the church with both the stamp club and the women's club, not with Safe Harbor. Jill suggested contracts for each organization. If a church member is part of the organization it would be one fee, if they needed to use the kitchen it would be another fee. Everyone would be treated the same. Jill suggested with the contracts everyone would know how much the rent would be, and if they wanted they could pay for the year up front and we would take a month's rent off of what is owed because they paid yearly up front. Jerry suggested \$50 a month for the stamp club since they are so small. If they did not pay up front it would be \$600 yearly or if they did pay at the contract signing it would be \$500 which would give us about \$100 more than we get now. The women's group is much larger and should be paying more since they also use the kitchen. Because Safe Harbor utilizes the entire building and has paid the same amount for the last ten years they should have an increase in their rent. It was decided Jill, Sharon and Mike will meet. Jill asked Tom to provide Sharon with the amounts that we are currently getting from each organization. All monies go to outreach.

Formation of search committee for 2 vestry candidates: Sharon asked if anyone would offer to be on the committee. Scott offered to be on the committee as well as Jerry.

Remarks from congregation attending the meeting: Tom reported he and Ed went to the bank and have gotten his signature on the accounts with the exception of the Outreach account.

Executive Session

Meeting was adjourned from Executive Session.

Next vestry meeting is scheduled for October 16, 2019 at 7:00 pm.

Respectfully Submitted by Jill Malloy, Clerk of the Vestry