



The Episcopal Church of St. John the Baptist
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Vestry Minutes for The Episcopal Church of St. John the Baptist December 16, 2020 – Zoom Meeting

Present: Jill Malloy, Sharon Lamando, Fr. Tom White, Scott Kresge, Clara Escobar, Jean Skocypec, Rob Konnyu, Ed Stout, Eric Valentine.

Absent: Tom Sombar and Ted Palmer.

Meeting was called to order by Senior Warden Jill Malloy at 7:00 pm.

Opening Prayer was given by Father Tom.

Executive Session – The vestry went into executive session after the opening prayer. At 8:45 pm the vestry resumed the regular meeting.

Acceptance of November Meeting Minutes:

A motion was made by Sharon to accept the November meeting minutes and it was seconded by Clara. All were in favor.

Treasurer's Report –

Ed reported that he still has not received the letter of engagement from Sarah Dill at Book & Co. CPA. He put her in touch with Judy Gregory at the Diocese and Judy instructed her that for 2019 we can do an end-of-the-year review, but for 2021 we have to do a complete audit. Ed said if we have to do a complete audit it could be \$10,000 or more. We might have to hold back on our Diocesan acceptance as we don't have a line-item budget to support this cost. Fr. Tom suggested he might address the Diocese regarding this exorbitant cost for a parish the size of ours. Sarah thinks she can get the 2019 review done prior to the tax season starting for her. The estimate for the review is somewhere between \$3,500 - \$4,000. That amount is in our budget. When Ed receives a letter of engagement, he will contact Jill because she has to sign it.

Ed asked for questions on the treasurer's report that had been sent to members prior to the meeting. Sharon made a motion accept the Treasurer's Report subject to audit, Jean seconded it, and all were in favor.

Priest Comments –

Fr. Tom reported on Christmas Eve Service, it will be one Mass at 7 p.m. with a 6:30 carol sing, and drive by communion at 8:30 p.m.

Committee Reports

Property –

Sharon gave the property report. She is waiting for a phone call back from Delaware Roof and Gutter Pros.

Parish Administration

Administration –

Scott had nothing new to report for this month.

Outreach

Clara reported they delivered all the gift cards for the angel tree today. There were 10 families. \$3,975 came out of the outreach account to supplement the gift cards received from parishioners. Fr. Tom and Clara delivered them to Celeste.

Youth Ministry

Jill reported we have a child from Burke VA now through the online registration form. This addition brings our total to 15 participants in on-line Sunday School right now. Jill reported that gifts had been purchased and ordered to be delivered directly to each one in the Sunday School Program for Christmas.

Music/Worship

Fr. Tom covered this in the Priest Comment section of the meeting.

Old Business

Budget – Sharon made motion to accept the budget for 2021, Clara seconded it, and all were in favor.

Annual Meeting –

Scott reported that our first ever virtual Annual Meeting was successful. The technology worked and it went exactly as we planned.

New Business

Engagement Letter for 2019 End of the year review – we don't have it yet and are still waiting on it.

Mailing of 2021 offering envelopes – Can't do anything but first class and it would be \$4.60 for each box. Keep in mind and someone lives near you, take them and drop off. It was suggested by Elizabeth Scheer that she and Ed deliver as many as possible in person.

New Committees – Jill decided because of time restraints that it will be tabled till next month.

Jill reported that as Senior Warden it is her responsibility to assign the Clerk and Treasurer positions. Scott has agreed to stay on as Clerk of the Vestry. Ed has agreed to be Treasurer, and Tom will be Assistant Treasurer.

Sharon motion to adjourn the meeting, Clara seconded it, all were in agreement.

Next Vestry Meeting – Wednesday January 20, 2020, 7:00 via zoom

Respectfully submitted by Scott Kresge, Clerk of the Vestry.