



The Episcopal Church of St. John the Baptist
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Vestry Minutes for The Episcopal Church of St. John the Baptist

January 16, 2019

Present: Sharon Lamando, Father Tom White, Clara Escobar, Ted Palmer, Jerry Hudson, Tom Sombar, Scott Kresge and Jill Malloy.

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 December Minutes: Motion was made by Jerry Hudson to accept December minutes and seconded by Scott Kresge. All were in favor.

Treasurer's Report: Tom Sombar reported that December was a good month for the church. Donations of \$10,000 and \$1600 were noted. There was question about an endowment that could have been received or will be forthcoming from St. Barnabas. Tom Sombar will check to see if anything would be coming from them. Pledges are strong as well as the plate offerings. Rental account is up to date. There was a question on what "repairs" were used for. Tom reported that was for the year \$8,088 and was a lot of different things. New property was also discussed which included the new shed, paving of the parking lot, etc. Jill asked if Tom could provide a different layout of the treasurer's report to be more detailed to show where the monies were being spent. All agreed this would be more helpful. Tom said he could print out from Quick books a statement that shows where all checks are being written. Jerry stated we had a lot of major repairs that came out all at once. Father Tom said he does not look back on the expenditures as frivolous and feels we are being good stewards in maintaining and improving the church. Motion was made by Ted Palmer to accept the treasurer's report and seconded by Clara Escobar. All were in favor.

Priest's Comments: Father Tom reflected on the Christmas Eve services and felt the spirit was working here. He commented on the increasing role of our music program has in the building of the church. He is excited about the choir, our new upgraded organ, speakers and new choir robes. He complimented both Scott Kresge and Brenda DiMichele. He stated he felt Scott's passion was playing the organ as does Brenda but her focus is becoming more on the choir. Brenda, Scott and Father Tom have met and decided Scott will be the organist and Brenda will be the assistant organist meaning she will play when Scott is not available and perhaps other times but will be up to Father Tom should that happen. Brenda will become

the choir director and Scott is involved with the choir by scoring, researching, writing and providing sound files for the choir members. Their jobs will overlap in some instances.

Correspondence: Sharon read thank you notes from Brenda DiMichele and Scott Kresge.

Committee Reports

Worship/Music: Scott reported that work continues with Jeff and the electrician on placement and design. Jerry has constructed shelves to hold the new speakers. The hope is the speakers will be flush with the beams in the corners and hopefully will be inconspicuous. Scott is waiting on the remaining speakers to come in and should be in this week. Once all are in they will be installed, Scott will voice them and then be debuted. Father Tom noted that aesthetics is very important and is very comfortable with what they have come up with. Jerry met with Scott and Father Tom and brought his extension ladder to see where placement should be that would not change the look of the church.

Sunday School and Youth Ministry: Sunday School is back to normal. They have started learning songs for Easter and will talk with Scott as Easter gets closer. Preparation is under way for Willow's communion and will take place on Sunday the 20th . There will be a light luncheon to follow worship that week.

Outreach: Clara reported a thank you letter was received from a donation outreach gave. She has talked with Celeste about adopting maybe 5 families for Easter. Not necessarily a candy basket but a food basket. She will be scheduling an outreach meeting soon to discuss the Easter adoptions.

Fellowship/Kitchen Teams: Jill reported an email had been sent out to let the teams know of the unlocked doors. Rob has established another team bringing it up to 6 teams. Birthday Sunday is working out much better than potluck and will continue. Sharon said it allows focus to be on those having birthdays that month.

Parish Communications: Father Tom said they are doing well. He spoke of the Bishop's vision and asked about the videos that Deacon Paula and Scott had been doing. Father Wick has been asked by Bishop Brown to spearhead this effort. He has asked Father Tom to be a part of the task force. They have had one meeting so far and is excited to be a part of it. Periodically Bishop Brown has asked the rectors of various parishes to get together to talk about what they are doing for Invite, Welcome, Connect. For the diocesan convention they are doing a slide presentation with one slide from the parishes and Scott has submitted our slide. Father Tom spoke on different ideas from the retreat at Christiana Hundred. Name tags was one of the things talked about. Scott has now done name tags for visitors for newcomers for church. Usher training has been planned for the near future and will give the new name tags to visitors and to go over the duties of ushers. This will help the visitors feel more welcome and will connect the parishioners along with the new folks. There are now also available visitor packets giving them more information on the church. Father Tom said he

always sends a letter to any new person that gives their information. Deacon Paula suggested they be hand written notes rather than typed. Scott has developed cards for both Father Tom and Deacon Paula so they both can hand write notes. Ted asked if there has been any feedback on the videos. Scott said our reaches for the videos are over 1000. We are getting a lot of “likes” and because the parishioners are sharing amongst their community on social media it is going even further. The Bishop has been viewing them and he is the reason it is going to be a part of the convention. The videos are leading up to inviting people to meet with Father Tom and Deacon Paula at Irish Eyes. The feeling is after meeting with Father Tom and Deacon Paula it may make people comfortable enough to come to church after talking to them in a neutral location. Scott said there is a program called Meet-Up and that will be used to send invites. As it is time for the meet-up the video will end with Deacon Paula opening the door to Irish Eyes inviting folks to come talk. The Bishop would like to be involved with the third meet-up.

Property: Mike is ill and unable to attend. Sharon reported there will be a rental inspection by Mike, Sharon and Jerry at the end of February. A full rental report will be submitted after the inspection. Jill and Scott reported the kids are still riding their skateboard on church property. Father Tom commented he had witnessed it as well. Ted asked if we had signage and since town ordinances do not apply to private property a sign should be installed about no skateboards. Clara reported there are 5 cats and a dog in the rental. There was a pet deposit given. Rental will be discussed after the inspection. Some items that should be added are limiting the number of pets, conditions of the house.

Long Range Planning: Jerry submitted a bill for the shelves built for the speakers. Jerry reported Matt Dotterer stopped to discuss the new bathroom. Since there were two bathrooms originally, he suggested we just put back what was already foot printed. Jerry reported he and Keith can frame it out. Jerry said if no one wanted to rebuild the restroom it could still be framed out and used as a closet. Father Tom said no, it is a must have to have another bathroom. Father Tom said he just got information on grant funds available for improvements. Ted said to make sure to read the grant carefully. Jerry said we could put in for a grant for restroom improvements. Sharon said we could always put it out to the congregation for donations. Father Tom said a decision needs to be decided now. We agreed last year once Sunday School was done this would begin. Jerry said because Mike is in charge of property he would like it added for next month so he can be a part of the decision. Jill and Jerry have a friend who is a plumber and Jill will call and get a rough price on his part of the construction. Jerry said on the back burner for long range is at some point to consider the kitchen if necessary all the way to the sewer main. His thoughts are probably old galvanized pipes that are full of gunk. We could get new countertops, put the sinks back and get 2 dishwashers. Jerry said the committee itself has not met in a long while but we have completed everything that was on the list. Jerry said he is aware storage is an ongoing issue and thinks we need to meet and go through everything under all of the cabinets and closets.

Because we now have a new shed there are items that can be removed from the church and stored in the shed. It was suggested to not include the inside clean out with the cleaning of the church. Father Tom suggested we include lunch on that day as well. Scott said we had to find a good place for the stations and the Easter hangings. Jill reminded vestry Amanda could have solid wooden furnishings she would like to donate to Sunday School once her school moves into the new building. The large bookcases would then need to be removed. Clara asked about putting in a loft but the structure would not allow it without more support.

Church Security and Safety: Sharon reported the back door was left open. Anne Pratt was in the church and noticed it. She secured it and left a note for Mike. Jerry suggested it be announced in church to ask parishioners to check the doors if you think you are one of the last to leave. Father Tom will talk with the pastor from Safe Harbor again. Jerry stated that happens when you loan your facilities to others who have no loyalty to the building. Jerry gave a file cabinet that was no longer needed at his work. He had more if needed. Scott said he could use the two other ones Jerry had. He will get them and bring them to the church.

In-Reach Ministry: Support is being given to Linda Tuttle and her friend Bill who is ill.

Old Business

Bank Account Signature: Sharon asked if Jim Swago had been added to the bank account. Tom Sombar said he had not had a way to contact him but has now gotten that information.

Audit: Tom said it should be ready with the next week or two.

New Business

Budget: Tom Sombar proposed a budget for 2019. Sharon said she would like to take some time to look it over. She would like to schedule a meeting between herself, Tom, Father Tom and Jim to go through it and fine tune it then present it to the vestry in February. Father Tom said he would like to go line item by item and get some questions answered. Sharon said she knew his busy season was coming up and would like to meet soon. Tom said they could talk about it Sunday after he checked his schedule.

Lock Replacement on Side Entrance Door: Mike had a presentation, however, because he was ill Sharon presented for him. He did get a price for a lock replacement for the side door. If the door is locked it is easier to open and that price was \$241. Decision was tabled until February.

Clean Out Date: February 9th at 9:00 was scheduled for clean out. Lunch will be discussed prior to the 9th.

Vestry broke into Executive Session to discuss salaries for ministers of music. Scott left the meeting and the church for the evening.

Feedback from Congregation: None.

Snow Removal: Jerry said Father Tom had contacted him about snow removal. Skip Betts used to clear for us but is now out of the snow removal business. Jerry suggested we need someone on an as need basis rather than a contracted business. Jerry asked Tom if he did any work for that did snow removal. He said he would think about it. Sharon asked about putting it out to the congregation. Jerry said yes, ask if anyone in the congregation could or knew someone who would do it on an as needed basis rather than a contract. Clara will ask Barbara Wright who does Goshen. Sharon will also announce it on Sunday to see if we get any names.

Motion for Adjourn: Jill made a motion to adjourn and seconded by Jerry. All were in favor. Meeting was adjourned at 9:15 pm. Next meeting is scheduled for February 20, 2019.

Respectfully submitted by Jill Malloy, Clerk of the Vestry