



**The Episcopal Church of St. John the Baptist**  
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[www.stjohnthebaptistmilton.org](http://www.stjohnthebaptistmilton.org)

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

February 20, 2019

Present: Sharon Lamando, Father Tom White, Ted Palmer, Mike McNamara, Jerry Hudson, Scott Kresge, Jim Swago 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 January Minutes:** Motion was made by Mike McNamara and seconded by Ted Palmer to accept January minutes. All were in favor.

**Treasurer's Report:** None given

**Convention Report:** Ray Jung gave a detailed report along with highlights on the convention. Mr. Jung's full report is attached to the minutes and is available should any parishioner have questions.

**Priest Comments:** Father Tom spoke of an usher workshop coming up. This will be led by him and Deacon Paula. This is important and goes along with Invite, Welcome Connect. Father Tom spoke of the Walk in Faith videos. Bishop Brown has become a fan and is coming on March 21st. He will be part of the meet up at Irish Eyes as well as participate in a video at his request. Shrove Tuesday Pancake Dinner is March 5th from 5-7. Keith Fleming is heading up that event. Sign-up sheet is on the board. On March 6th there are two services at noon and 7:00 pm. Acolyte training will be coming up but no date has been set as yet. There has been talk of putting a TV in the vestibule that would be a continuous loop with upcoming events, welcome to visitors, etc. This is still in the talking stage. Bishop Brown announced during convention each parish will receive a check for \$250 and our check will be seed money towards Invite, Welcome, Connect.

**Correspondence:** None

### **Committee Reports**

**Worship/Music:** Scott reported the new speakers are up. He is working on getting the speakers working and voiced. He thanked Father Tom and Jerry for helping with placement. Father Tom recognized Jerry for building all of the shelves that holds the speakers. Scott recognized Jerry for not just the shelves but from the beginning. He has been there for

whatever was needed to get this up and running. Scott reported the electrician reported we are losing a lot of heat due to open end caps. Mike will contact the electrician to get that issue taken care of.

**Sunday School and Youth Ministry:** Jill had no report.

**Outreach:** Clara was not there, however, Ted said he thought it important to say they did have a meeting. He said he did not have a list but they are trying to make a better outreach program with giving to more programs. Jerry stated he had read online where some churches recognized children who got good grades. Father Tom said he thought this fell more under Sunday School than Outreach. There was some discussion about kids that are not in school. Jill suggested she and Father Tom discuss at a later time.

**Fellowship/Kitchen Teams:** Jill had no report.

**Parish Communications:** Father Tom reported they are in the process of updating the directory. He passed the sheet around for corrections. Elizabeth Sheer is in charge and is doing a great job getting it updated. Eric Valentine will now be sending out the Walk in Faith videos on the 2nd and 4th Thursdays. Father Tom wants to complete the project of getting new signs, and door mat and will call a meeting of parish communications soon.

**Property:** On February 4th Mike received a call from Coldwell Realtors in regards to our current tenant. She could be seeking a new rental. Mike, Sharon and Jerry will be doing a walk-through of the rental property on Saturday the 23rd.

**Long Range Planning:** No report.

**Church Security and Safety:** Mike is planning on scheduling a meeting soon to address some items left over from last year. Jerry asked if anyone had seen the article about people entering churches during services that while they were not violent, they were doing disruptive things during service. This happened in the Salisbury area and some of the parishes were locking the doors once service began. This was given as an informational report only from Jerry.

**In Reach Ministry:** Father Tom stated there are no concerns at this time.

## **Old Business**

**James Swago's signature on the Church bank account:** Still has not been added to the account. It was suggested Jim meet Tom in Georgetown to get on the account.

**Audit:** Jim pointed out what we have is not an audit. It is actually a review. Father Tom asked Sharon to call the Diocesan Office to see what we need to be doing and will a review be sufficient. Jerry asked Jim if the review would be sufficient for an entity this size. Jim said he

thought it was. It is a middle level of looking at things. An audit is more detailed. Sharon suggested this be added to the agenda for next month's meeting so there can be an in-depth conversation.

**Side Door Lock Replacement:** Mike reported he met with the locksmith from PennDel Locksmith. He has worked on the side door before. He did not recommend a crash bar. People tend to be pushed into the door before it opens. He recommended a handle that you push down and the door opens. No locks will need to be changed. \$241 is the cost for installation. The door could be locked but always unlocked on the inside. Jerry made a motion to install this type of handle and was seconded by Ted. All were in favor. Mike will get in touch with the locksmith.

**Budget Approval:** Father Tom suggested the line item in the budget be changed from audit to review. There was discussion stemming from a meeting that was held earlier with Tom Sombar about reconfiguring the presentation of the treasurer's report breaking it down making it more user friendly. Scott stated he did not feel comfortable approving the budget that was submitted last month since there were no changes as requested. Normally the budget is approved in January but it was tabled until this meeting with the hopes after meeting with Tom a new budget would be presented more user friendly. Jill made a motion to not adopt the presented budget at this time and to kick it back to committee and seconded by Scott. All were in favor. Both treasurers, Mike, Sharon and Father Tom make up this committee. Father Tom will reach out to schedule.

**Second Bathroom:** Jerry had asked to table this discussion last month since Mike was ill and unable to attend. Jerry felt it was important to get his input. Jerry reported things were on track with the new bathroom. Discussion followed about when to begin. Jill will reach out to a friend of hers who is a plumber to get a cost. Jerry will get prices on what is needed for the project. Mike agreed with all that was discussed. It was decided once prices are in place to begin the project now rather than wait until Sunday School is out since it should not impact the kids.

## **New Business**

**Wi-Fi and phone:** Mike reported on Wi-Fi. He contacted Verizon and for a DSL line and phone the total would be \$81.18 a month. That would be about a \$21 increase per month. This is a 2-year promotion. Mike also checked with Comcast but they were much more expensive. A motion was made by Jerry to install Wi-Fi with Verizon and seconded by Scott. All were in favor. Mike will reach out to Verizon for the installation.

**Snow Removal:** Mike reported John Buchanan was recommended by a parishioner and was contacted for the snow removal. He did clear everything during the last snowfall. He also ran into the railing and said he would get that fixed. There seems to be some communication issues. The bill ended up being more than what Mike thought was originally quoted. It was

decided the vestry would look for other people who clear snow. Unless we can find someone else who is licensed and insured that is cheaper, we will have to use this person again should we have another snowfall. Jill said she would post it on Facebook to see if she could get any interested parties. Issue will be tabled until March meeting.

**Information regarding plate offerings posted in church bulletin:** Sharon passed around an information sheet showing an accounting of monies received each Sunday in the plate. Sharon and Father Tom have been talking about having this information printed in the bulletin. Ted asked if this would be a positive or negative on the congregation. Jerry stated he sees the point of putting it in the bulletin, however, he did not like the idea of mixing religion and money. He said he thought if we were going to do something like this to have a monthly statement on the board in the back rather than mixing worship and finances. Scott brought up the fact other people used the church and asked if our monetary business should be posted for those who use the hall that are not members of the church. Ted stated in the past he attended a church and every Sunday there was talk about money. He said it turned him away from that church and agreed with Jerry that money and religion should be kept separate. Jerry suggested monthly the figures be written on a white board and keep the board in the office away from everyone's eyes. Jill suggested Sharon make it part of her morning announcements that if anyone is interested or wants more information in regards to treasurer information or minutes to see her after service. Father Tom said to perhaps put the financial report on the website and to encourage people to go online to view financials and minutes.

**May Yard sale Chairperson:** Sharon said she is looking for a chair person for the yard sale. Ted said he will be glad to help price items but just can't chair the committee. Sharon will make an announcement on Sunday she is looking for a chair.

**New Drapes in Parish Hall:** Deacon Paula submitted a material swatch for the upper windows at each end of the parish hall. \$230 for installation. Jill asked if we should table the drapes until the parish hall committee meets. Jerry suggested to wait until the old speakers come down and get prices for painting everything at one time. Ted suggested looking into using prisoners. Jerry said there are some restrictions but we could look into using them once we get to that place in time. Father Tom thinks rather than piece meal it together to think it through as a bigger picture. Jill will schedule a parish hall committee and report back to vestry.

**List of Members:** Tabled until March

**Feedback from Congregation:** No feedback

**Motion to Adjourn:** Motion was made to adjourn the meeting at 9:25 pm by Jerry and seconded by Mike. All were in favor.

Respectfully submitted by Jill Malloy, Clerk of the Vestry