



**The Episcopal Church of St. John the Baptist**  
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Milton, Delaware 19968



[www.stjohnthebaptistmilton.org](http://www.stjohnthebaptistmilton.org)

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

March 20, 2019

**Present:** Sharon Lamando, Father Tom White, Scott Kresge, Mike McNamara, Clara Escobar, Ted Palmer and Jill Malloy.

Meeting was called to order by Senior Warden Sharon Lamando after an organ demonstration by Scott Kresge.

Opening Prayer was given by Father Tom.

**Review and Acceptance of February Minutes:** Motion was made by Mike McNamara and seconded by Clara Escobar to accept February minutes. All were in favor.

**Treasurer's Report:** Neither Tom Sombar nor Jim Swago were present. Sharon informed the vestry of the bank balance as of 2/28 was \$12,591.70 and balance as of today is \$6,353.25. Sharon only received the statement prior to the meeting. She suggested everyone look through the copy of the statement and let her know of any questions. Motion was made by Jill Malloy to accept the treasurer report given by Sharon and seconded by Mike McNamara. All were in favor.

**Priest's Comments:** Father Tom reported he and Deacon Paula continue to visit the home bound. As the Easter season approaches both he and Deacon Paula will jointly make the home bound visits. Father Tom reported that after the opening hymn on Sunday following the opening prayer he would offer prayer to dedicate the "completed" organ. During the Creed there will be a dedication of the choir robes along with presentation of choir crosses to each member. Father Tom will be away on March 31<sup>st</sup> and Pastor Karen will preach on the 31<sup>st</sup>. A collogue of Father Tom's has offered to preach on April 7<sup>th</sup>. Father Tom will be in church but Lester Stano will be preaching that Sunday.

**Correspondence:** Sharon read a thank you card from Brenda DiMichele.

### **Committee Reports**

**Worship/Music:** Scott reported on the speaker situation in regards to the one with the light out. He and Jerry will replace the speaker since a new one was obtained. The one with the light out will be returned. The light is the only way Scott would know that a speaker is not working properly. Scott said once a painter is contracted to paint the church he will have Jeff come and take the speakers down so the walls can be painted. Scott stated if we continue to get money/donations for the organ he would like to complete the third component of the organ which would consist of a beautiful new console that would cover the front of the organ making it appear more in line with the historic church. Scott

questioned if we wanted to pay back the vestry the funds that were paid out minus donations or if we wanted to move forward with the third component. We continue to get weekly donations towards the organ fund. He asked that all think about it and bring it back to the vestry at a later meeting.

**Sunday School and Youth Ministry:** Jill reported we are moving into Easter and how they have been talking about Lent as well as doing some projects. The kids will be singing in church for Easter Sunday. There will be the annual Easter egg hunt that day as well. Father Tom let everyone know the same type of ad that was in the Cape Gazette at Christmas for the area Episcopal Church services would be in the paper for Easter. Jill let everyone know that next year the kids will be separated and the older kids will be away from the younger kids allowing them a more in depth learning experience.

**Outreach:** Clara apologized for missing last month's meeting. It has been decided the funds that are being donated to various organizations will be increased. They will sponsor 2 children for Camp Arrowhead. Jill asked if we could include our Sunday School kids in the donation. Father Tom said if we felt the parents couldn't afford the fee or if there is a need then Outreach would definitely help the child(ren) attend. Jill suggested she and Father Tom get together and send a letter home with each child. Ted stated that speaking for him and Carol if there is a need he feels the committee would have no problem sponsoring the kid or kids. Clara agreed with Ted and supplied Jill with the camp information. Clara stated yard sale was discussed at their meeting and said Jean would be organizing the sale this year.

**Fellowship/Kitchen Teams:** Jill stated the teams are going great. Teams are fully staffed.

**Parish Communications:** Father Tom reported they had a meeting last Sunday and there are some growing pains. Father Tom deferred to Scott for the report. We are growing rapidly and have noticed an increased workload. Parish Communications are overworked. It's almost to a point where we need an administrator to do all of the parish duties. Douglas does a lot for the church but cannot add any extras to his volunteer services. Scott said he, Eric and Deacon Paula went to a 1 day conference in Georgetown, the social media conference. Because so many are moving into our area we have a great opportunity to attract more people to the church. We can reach these people very quickly through social media. Scott said they learned so much from this conference and can be used to our advantage. To get the word about us out there is a lot of work. Scott submitted information from the conference. Parish Communications will be meeting again soon for discussion. We do have an Instagram account but not twitter. Parishioners will be interviewed as to why they chose to join our church. New sign information as well as a new door mat will be presented to the Vestry at a later date. There will be a new directory quarterly including revisions, new parishioners, etc. Father Tom is interested in getting polo shirts for the church which would be worn especially during functions such as yard sale, etc. Clara asked if there is any way to mark the parking areas when there are 5K events or other events that people would use our parking lots in order for the parishioners to be able to park as well as not cause ruts on the grassy area. Scott stated during the day work trucks use our parking lot which could do damage to the blacktop.

**Property:** Mike started with WIFI. It has been installed and he has the password for anyone that would like to use it. He talked to Cody Pepper about snow removal. They are meeting, walking through the lots and Mike will let him know of our needs. The first guy we used has not been heard from nor has he fixed the broken railing. Ted told of how a parishioner leaned on the broken railing and he had to

grab him to keep him from falling. Ted was concerned someone would get hurt if they leaned on it or happened to grab it. Eric had indicated to Ted he would fix it but to date has not been done. Mike said he had talked to Jerry who said he could replace it. Mike talked about the hot water heater in the basement. It is working now and he has quotes on a tank less tank and a 50 gallon tank. Mike's thought was have the plumber install the hot water heater when he was doing the bathroom. It was decided to go with the tank less water heater. Next on his agenda was the lock on the side door. The locksmith is not finished, Mike is not happy with the work and he will be back to fix it. Mike talked to Patrick Brown who looked at the duct work and he showed Mike where there are holes. Some of the duct work is cardboard. Patrick is putting together a quote to replace the duct work. Ted brought up the water quality within the building. He asked if the water had ever been tested. He had a parishioner ask about the quality. There was talk about having the water tested. Father Tom asked the kitchen to make sure they are using the bottled water for everything used in the kitchen. Jill will email the kitchen leads to make sure they are using the bottled water. Ice cube trays will be purchased and used rather than using the ice cubes from the refrigerator. Mike will follow through with water testing.

**Long Range Planning:** Jill passed out the information Jerry submitted for costs for the new bathroom. Jill was unable to reach Billy Schaeffer in regards to the plumbing. Mike has his information so hopefully he will have better luck.

**Church Security and Safety:** Mike had no report.

**In Reach Ministry:** Father Tom reported that they have made it clear to the Lane family that we will do all we can to assist in getting them to and from church. It is activated as needed.

**Parish Hall Renovations:** Jill reported they have had their first meeting. Kicked around some good ideas. Each committee member has a list of what they need to do and should have more to report by the May meeting.

### **Old Business**

**James Swago's signature on the Church bank account:** No one to report if his name has been added.

**Budget discussion and approval:** Sharon passed out a budget template. Discussion followed. The original budget from Tom was passed out as well. There were questions that needed to be addressed to the treasurer. It was decided Sharon will call a special meeting that will deal only with the budget and how we want it to look and what should be included monthly. It was decided we needed to have a passed budget and it was decided to accept the original budget Tom presented then move forward with a special meeting to let him know how the vestry wants it to look. It was decided there will be a special meeting in September to discuss 2020 budget. Questions should be emailed to Jill from the vestry members by the end of August so they can be compiled into one email to Sharon in preparation of the special meeting. Jill made a motion to accept a motion to accept the original budget submitted from Tom and seconded by Mike. All were in favor.

### **New Business**

**Resolution to move \$5000 from rental account to the operating account:** Mike made a motion to move the money and Clara seconded the motion. All were in favor.

**Amazon Smile:** Scott explained how it works. Vestry members liked the idea. Jill made a motion we move forward with Amazon Smile and was seconded by Mike. All were in favor.

**Feedback from Congregation:** No feedback

**Motion to adjourn:** Motion to adjourn was made by Ted and seconded by Mike. All were in favor. Next vestry meeting will be April 10, 2019 at 7:00 pm.

Respectfully submitted by Jill Malloy, Clerk of the Vestry