



The Episcopal Church of St. John the Baptist
Post Office Box 441 / 307 Federal Street
Milton, Delaware 19968



www.saintjohnsmilton.org

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

May 9, 2018

Present: Sharon Lamando, Father Tom White, Clara Escobar, Anne Pratt, Barney Lane, Jerry Hudson, Mike McNamara, Tom Sombar, Scott Kresge and Jill Malloy. Those not on vestry who attended were Lee Revis-Plank, Shirley Lane and Paula Waite.

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

Opening Prayer was given by Father Tom White.

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

Treasurer's Report given by Tom Sombar. Motion was made by Jerry Hudson to accept the treasurer's report and seconded by Mike McNamara. All were in favor. Copies are available upon request.

Priests Comments: Father Tom introduced Paula Waite to the Vestry. She has been called to St. John's by the Bishop to serve as Deacon once she is ordained on June 9th. Father Tom explained how this came to be and the history of how and why Paula will be joining us. Paula's husband, Tom, has been a parishioner here since August of last year. Paula gave a history of herself and how she was called into the ministry. Currently Paula is a Chaplain at Beebe Medical Center.

Correspondence: None

Committee Reports

Worship/Music: Sharon reported the search committee for a new organist has recommended Brenda DiMichele and Scott Kresge as organists for the church. There will be a worship/music committee meeting on May 20th to discuss upgrading the organ.

Sunday School/Youth Ministry: Jill reported the last day of Sunday School will be June 10th and the children who participated this year will receive certificates and pins. **Comments:** Father Tom suggested getting a cake to celebrate year's end and Lee graciously volunteered to provide a cake on the 10th. Rob, Father Tom and Jill will meet to get Gods Buddies planned out for the summer.

Outreach: Clara reported they have met since last vestry meeting and distributed checks in the amount of \$100 each to Meals on Wheels, Rehoboth Center, and Christiana. Next meeting will include Sandwich Thursdays.

Fellowship/Kitchen Teams: Lee reported she has reviewed the teams and has compiled procedures for the teams and team leaders as well as an order sheet for supplies. Lee reports everything seems to be going well. They had the first monthly birthday cake and it was well received.

Parish Communications: Father Tom had nothing to report other than to remind everyone he is always available. He will be in touch with Douglas Marshall-Steele about doing a short bio/article on Paula at Jerry's suggestion.

Property: Mike reported the lease has expired and is working with Sharon to get a new lease in place. There will be some addendums in the lease that put more responsibility on the tenant as far as repairs needed to the house if the tenant destroys or damages anything within the house as well as a few others. Mike has made arrangements to have the back door replaced and having the trim painted. Mike brought up the parking lot across the street and the condition of the blacktop. He asked for comments on priorities on getting it patched. **Comments:** Jerry stated he felt it was beyond patching and would probably have to be re-hot mixed. He thought there were 3 options, re-asphalt, have someone pick up the asphalt and put in stone, or pick up the asphalt and plant grass. There is fear someone may fall. Father Tom stated they are well aware of its condition because of Sandwich Thursday. Anne asked if we had an agreement with Brian Gustafson since he primarily uses the lot. Tom stated there is no agreement and in the past even asked if he would pay for using the lot. Anne stated we would be liable if one of his customers fell and got hurt. Discussion followed on grass vs. asphalt. Jerry reminded everyone of the curb cuts and Scott reminded everyone we do use it as spill over parking most Sundays. Jerry recognized Mike's work and how many calls he has to make to keep the property up and running and asked if he would mind calling WB Paving to get a quote. Scott suggested putting signs up that the property is private and belongs to the church. It was decided signs would go up in both parking lots. Mike will contact Quillen's to get a quote for signs for the parking lots. Scott offered to design what we want and email it to Quillen's. Anne asked about the hole in front of the rental and it will be discussed at the upcoming meeting with the tenant.

Long Range Planning: Jerry stated Matt Dotterer is working on the plans for the new bathroom. Sharon said she can come down when he needs to get in the church. Jerry said he had told Matt he wanted to wait until the kids were out for the summer. Jerry talked to Keith Fleming and is confident they can frame out the bathroom and Keith says he can do the drywall. Jerry thinks if all things work out right the only thing we may have to go out of the parish for is the plumbing. Everything else can be done by parishioners. The safe has been placed in the office. Jerry suggested only the Rector, Treasurer, and the Wardens have access. He explained how to work the lock on the safe.

Landscaping: Scott reported things are looking good. May 19th is clean-up day. Some annuals will be planted that day as well as mulching. Anne stated they really wanted a faucet and that will be included with the plumbing of the bathroom. Scott suggested talking to the neighbors to see if it was ok to use their water as we did last year.

Church Security and Safety: Mike reported the committee has met and discussed the safety of the parishioners. Getting a first-aid kit, a cot, blanket, etc. **Comments:** Clara asked if any others in the congregation are certified in CPR as a just in case. Mike stated Glen Dixon would know more about that and he knows someone who has the mannequins that could come and give lessons. Jerry also suggested an AED and Mike said the committee did bring that up. The committee is looking to be pro-active in case of an emergency. Jerry stated when you call 911 the operator will give you instructions on how to handle the emergency.

In-reach Ministry: Father Tom reported we are currently supporting Mrs. Saucier in her loss. Glen Dixon will be having hip replacement next week and the committee is aware of his upcoming surgery. There will be a card to sign next Sunday for him. Soon there will be a birth with the Willis family.

By-Laws: Jill reported the committee met and it has been decided the entire packet needs to be revised. They have started the process and has another meeting on the 21st at 6:30.

OLD BUSINESS

Outreach Chairperson Name on account: Clara stated she and Tom needed to set a date to meet. Tom suggested Clara meet him in Georgetown and then meet at the bank. They will work out the best date available for both.

Exit Sign Information: Sharon stated she added this to the agenda because at the last meeting we approved the exit signs but there was some information we didn't have in that St. John's is grandfathered which is why there are no exit signs. She wanted everyone to feel comfortable in their decision in case anyone wanted to either change their vote or comment on it. **Comments:** Jerry stated his concerns are putting signs in the Sanctuary are not jarring to the atmosphere. You are in a late 1800's church and that is a concern. If we have to run wire chases everywhere he would not want that. Mike reported these are battery operated and require no electricity. Mike talked to Jim Bailey who is the person who would install. He asked about time to cancel and Mr. Bailey said yes but to do it now. Mike said he is only trying to make the church safe. Sharon stated she felt it was just some information we didn't have and she was afraid some people may say they wish they had not voted in favor given the new information provided. Mike asked if they wanted to set this aside and think about it. Barney stated it was \$2000 worth of ugly. Anne wants to do a survey with other old churches to see how they handle this type of situations. Father Tom thinks the only door that is an exit door that could be confusing is the door to the right of the altar. Jerry suggested a small sign on the music storage door "Not an Exit". Lee asked if anyone has ever come into the church at midnight in the 65+ category to see if they can find their way out in the dark. Mike also stated we were looking into emergency lighting. Jerry suggests to table it right now, cancel the order and see what Anne's survey provides. Mike asked about the emergency lighting. Only 1 bulb would be exposed in the church. Mike made a motion to table purchasing the exit signs but to install the lighting and Jerry seconded. All were in favor.

NEW BUSINESS

Transfer of funds from rental account to operating account: Tom stated we have done this in the past and did not do it last year because there were a lot of expenditures for the rental. There is a large sum just sitting in that account and it makes sense to transfer that into the operating account since there is nothing pending for the rental at this time. Motion was made by Jerry to transfer \$6,000 from the rental account to the operating account and was seconded by Mike. All were in favor.

Approval of organist and supporting organist: Scott recused himself prior to discussion. Sharon reported the committee approved for Brenda DiMichele as organist and Scott Kresge as co-organist. The motion within the committee was unanimous. Discussion followed on salaries with and without a choir. Contract will be renewable yearly. Jerry made a motion that we retain the services of Scott Kresge and Brenda DiMichele as organists and seconded by Anne. All were in favor.

Landscaping Funds: Scott reported on clean-up day they want to get some annuals and mulch. He is asking for \$400 for supplies. Motion was made by Jerry to give \$400 for landscaping supplies and seconded by Anne. All were in favor.

Formation of Parish Hall Committee: Sharon stated she feels we need a parish hall committee because at times things are in disarray. This committee would make sure the room was presentable at all times. As Sharon pointed out the room needs a facelift. Some decision of types of flooring, color of paints need to be decided. Roland Simms has volunteered to paint the columns but needs to know what color. Sharon asked for volunteers to chair this new committee. Jill volunteered to chair the committee. Suggested committee members are Anne, Lee, Mike, Sharon, Jerry. Jill will ask Keith, Gwen, Kay and Paula.

Framing of the Easter Hangings: Scott reported that when putting up the Easter hangings he noticed they are pulling away from the edges. Scott talked with Gary and he stated he would be able to repair them. Gary is suggesting a thin gold frame. Scott is waiting on Gary's research on frames.

Feedback from the congregation: No one has heard of any issues.

Motion to Adjourn: Mike made a motion to adjourn and seconded by Jerry.

Respectfully Submitted by Jill Malloy, Clerk of the Vestry