



The Episcopal Church of St. John the Baptist

Post Office Box 441 / 507 Federal Street
Milton, Delaware 19968



www.saintjohnsmilton.org

St. John the Baptist Episcopal Church

Vestry meeting, June 21, 2017

Vestry members present:

Gary Lawrik (18), Louise Frey (17), Barney Lane (18), Michael McNamara (19), Sharon Lamando (18), and Alex Donnan (18) were present. Jerry Hudson (17) was absent. Additionally, Father Tom, Clara Escobar and Margot Lawrik were present. John Sertich from Clean Energy was also in attendance.

The meeting was called to order by Gary Lawrik at 7:07 PM.

Father Tom opened the meeting with an inspirational prayer thanking for God's everlasting light and rejoicing that the sun never sets on his church. By the outpouring of God's Holy Spirit guide our minds, hearts, words and decisions that all we do here will be pleasing in his sight and advance the gospel in this place. Father Tom also prayed for healing for Gary, the seven sailors that died, and the student Otto who has returned from North Korea to die at home.

John Sertich discussed the possibility of installing solar panels on the parish house roof. Schell Brothers will subsidize the lease costs for non-profits such as St. John's. Discussion followed concerning permits needed, up-front costs, structural stability and the time frame for installation.

Review of the minutes of the May 17, 2017 meeting

The minutes will be reviewed at the September meeting.

Treasurer's Report

Tom Sombar was not present. There was no Treasurer's Report.

Pastor's comments

Father Tom discussed his visits with the homebound and has enjoyed having Jane Duffield accompanying him. Father Tom would like to discuss at the next meeting "expenditure approval". He wishes that no reimbursements to the Minister of Music without Father Tom's approval. As a general rule, expenditures of \$200.00 or less can be made without vestry approval as long as it does not exceed the budget allowance. The committee chair must also approve the expenditure. Father Tom also wishes that each committee will meet quarterly. He would like to be notified of the meetings so that he can attend.

Correspondence

No major correspondence.

Committee Reports

Property/Long Range Planning

Alex reported on the rental property - another blind has broken and must be replaced. The HVAC also required a service call for a corroded fuse. The replacement front storm door did not fit and a third door has been ordered. He also discussed the issuance of keys to the church and sacristy. Michael McNamara will have sacristy keys made for: Father Tom, Tom Sombar, Gary Lawrik, Shirley Lane, Doris Schirmer, Alex Donnan, Rev. Dusty Pruitt, and Scott Kresge. Alex also reported that none of the electrical contractors previously contacted have returned estimates - no responses. He will continue his search.

Landscape Committee

Scott Kresge was not present. Father Tom distributed a copy of his report to each member. Scott is concerned that the water pressure is low both inside and outside of the church buildings.

Service Bulletin/Worship Book/Web page and Facebook

A chairman (liaison) is needed for this committee. Douglas Marshall-Steele is doing all the work. This committee will be combined with the Publicity & Literature committee. The responsibilities of this committee have been divided between Douglas Marshall-Steele, Corey Marshall-Steele, and Scott Kresge.

Acolytes, Music and Worship

The need of additional worship leaders was discussed. A chairman is

needed for this committee. Worship leaders must be a member of the congregation.

Outreach

The supplies and food needed for "Sandwich Thursdays" have been purchased. \$183.77 was spent. It was brought to attention that the "Sandwich Thursdays" ministry was not presented to the vestry prior to being put into action. In the future vestry approval will be necessary. Louise reported that \$324.00 has been spent in purchasing supplies for the "stockings for soldiers".

Alter Guild

The Good Friday cassocks should be ordered. Gary Lawrik will discuss this with Doris Schirmer and she will report back to the liaison to the vestry, Barney Lane.

Sunday School

Jill Malloy was not present to report. Although Sunday school is suspended during the summer months, the children will be meeting on several Tuesday nights throughout the summer. There is also a trip to Hershey Park planned for August 14. Sign up in the Parish Hall.

Publicity & Literature

Has been combined with Service Bulletin/Worship book/Facebook and Web Page. A chairman will be appointed during the summer.

Social Committee

There are no special events scheduled during the summer.

Old Business

Membership Pictorial Directory

Scott Kresge and Corey Marshall-Steele will be on this committee. Father Tom reported that if we had Olin Mills compile the directory, the directory could possibly be obsolete in a short period of time. By further research, the committee found a program that would allow us to take our own pictures and publish each copy. Every six months it could easily be revised to include new members. The directory could be emailed to each member. Scott has prepared a "working copy" of a directory for review.

New Business

Rental House Insulation

Alex Donnan reported that it has been decided to do the attic encapsulation, replace the water heater, and insulate between the rafters in the basement. The tenant will be responsible for clearing the attic so that the work can be performed. Michael McNamara motioned that we spend \$9715.00 to do the necessary repairs to the rental property to make it more energy efficient. Sharon Lamondo seconded the motion. The motion was unanimously approved.

Search Committee Guidelines for the Music Director

Gary distributed several guidelines and suggested the following: develop a job description, develop a contract of employment between the applicant and the church, place ads for employment, canvas similar size congregations to guide in salary determination, create interview questions specific to our congregations, create the standards for a musician's audition. It was suggested that the applicants should play during at least one Sunday service before a selection is made. Gary Lawrik suggested that Father Tom, Sally Fox, and Corey Marshall-Steele be on the committee. Barney Lane will be the Chairman of this committee. One additional member will be needed. Gary Lawrik motioned that we accept the Search Committee guidelines for the Director of Music. Alex seconded the motion. The motion was unanimously approved.

Outreach

Louise Frey suggested that we make a \$100.00 donation to the Irish Eyes Foundation for the 4th of July celebration. Michael McNamara seconded the motion. The motion was unanimously approved.

Louise Frey motioned that we reimburse Scott in the amount of \$82.74 for the cost of the banner and pamphlets used for "Sandwich Thursday". Sharon Lamondo seconded the motion. The motion was unanimously approved.

Louise Frey motioned that the vestry approve \$101.03 spent for the food for "Sandwich Thursday" and \$114.89 for supplies for the "Stocking for Soldiers" ministry. Michael McNamara seconded the motion. The motion was unanimously approved.

Alex Donnan motioned that the meeting be adjourned. Louise Frey seconded the motion.

The motion was unanimously approved. The meeting was adjourned at 8:40 PM.

Respectfully submitted,

Margot Lawrik

The next meeting will be Wednesday,
September 20, 2017