



The Episcopal Church of St. John the Baptist

Post Office Box 441 / 307 Federal Street
Milton, Delaware 19968



www.saintjohnsmilton.org

The Episcopal Church of St. John the Baptist Vestry meeting, September 20, 2017

Vestry members present: Gary Lawrik (18), Louise Frey (17), Barney Lane (18), Michael McNamara (19), Sharon Lamando (18), Alex Donnan (18), and Jerry Hudson (17) were present. Additionally, Father Tom, Tom Sombar, Anne Pratt, Scott Kresge, Lee Revis-Plank and Margot Lawrik were present.

The meeting was called to order by Gary Lawrik at 7:05 PM.

Father Tom opened the meeting with an inspirational prayer asking for relief for those affected by hurricanes and earthquakes. We are thankful for the ministry of care by ER&D in helping those in need. He also asked that what we share, decide and implement tonight will be in keeping with God's word.

Review of the minutes of the June meeting

Jerry Hudson motioned that the minutes be accepted as written. Michael McNamara seconded the motion. The motion was unanimously approved.

Treasurer's Report

Tom Sombar presented the Treasurer's report. Alex Donnan motioned that the report be approved as submitted. Michael McNamara seconded the motion. The motion was unanimously approved.

Pastor's comments

Father Tom presented his report. He has been busy this summer attending many "Sandwich Thursdays", Tuesdays with God's Buddies" and conducting Eucharistic Minister workshops (seven new candidates). Acolyte workshops will also be conducted this fall. Father Tom requested that we consider replacing the green chasuble.

Correspondence

The following correspondence was received:

Notice of the Dogfish Dash run on Sunday was received. This will affect the parking for services on that day.

Notice of The Broadkill Banjos and Seafood Festival, Saturday at the Town Park.

A letter from the Diocese (Gary Lowe) notifying us that Father Tom has been approved to continue as our pastor.

A letter from Rick Herra (a trustee) asking if St. Johns was ready to assume payment of the loan on the Wharton Street property.

A letter from the Food Pantry (Barbara Wright) thanking St. Johns for their continued support and donations.

A letter concerning the Capitol Campaign for Camp Arrowhead. Informational meetings will be held on Oct. 21st, October 22nd.

A letter from the Sunday School thanking us for our support for the trip to Hershey Park.

Committee Reports

Worship and Music

No meetings have been scheduled. There is a need for a chairman. Sharon Lamando offered to co-chair this committee if another person would help. An announcement will be made on Sunday asking for volunteers.

Sunday School and Youth Ministry

Jerry Hudson reported that Jill Malloy would like to have a budget of \$2500.00 for the next year.

Outreach

Louise Frey reported expenditures of \$146.48 for "Sandwich Thursdays". Donations totaling \$151.00 were received. This ministry will continue next summer with the hope that more children participate. Louise also received a tee shirt for the money donated for the 4th of July celebration.

Fellowship

Margot Lawrik reported that the "kitchen club teams" past year has been successful. Father Tom suggested that we discontinue "Pot Luck" Sundays, because he has heard that it really was not working.

The Bishop will not be visiting this year. Father Tom will have an email sent asking if anyone wishes to be confirmed. There will be a confirmation at St. Peter's, Lewes, on the first Sunday in November.

Parish Communications

Father Tom presented his report describing the responsibilities of each committee member as follows:

Publicity and IT (Douglas Marshall-Steele): Bulletin content and layout; press releases, at least bimonthly; electronic mailings to the parish; management of parish website and Facebook page; office Gmails, direct to appropriate person.

Corey Marshall-Steele: Parish archivist; photographer for parish pictorial directory

Parish Administration (Scott Kresge): bulletin production, liturgical inserts, lectionary inserts; special worship booklets, Hymn inserts; visitor brochures and pew cards;

name tags; parish pictorial directory; graphic design/signage.

Property

Alex reported that the keys to the church need to be replaced. Both doors will have the same key. Michael will distribute the keys. Sherman will give Alex an estimate for a new water heater for the rental property. The lighting of the stain glass windows was discussed and it was not feasible to install lighting at this time. Perhaps a solar unit is the answer, Alex is investigating. Michael reported that the rental property occupant wished to paint the interior of the house. It was decided that approval of the paint colors would be necessary. Alex reported that the sump pump in the church basement is not working and should be replaced. The exterior trim on the rental house needs painting, estimates will be requested for work to be done in the early spring.

Long Range Planning

Jerry Hudson reported that most of the projects have been completed. Jerry will take care of the kitchen window repair, and the replacement of the ramp to the shed. The electrical box in the parish hall will be changed from fuses to circuit breakers.

Old Business

Organist /Minister of Music Search

Gary reported that committee has met and a job description was developed and an advertisement placed. One application has been received.

New Business

Annual Parish Meeting

The Annual Parish meeting will be on September 3rd after church services. A nominating committee will be appointed for the vacancies (3) to be filled.

Convention Delegates 2018

The Convention will be on Friday, January 26th and Saturday, January 27th in Ocean City. Ray and Anne Jung have volunteered to be our delegates. Alternates will be needed.

Personal Background Checks

The Diocese wishes that we use their background check system. Jerry suggested that each applicant supply a copy of their criminal record from the Police Department at their expense.

Kitchen

Margot requested \$400.00 to replace the mats in the kitchen. Jerry Hudson motioned that the mats be replaced at an approximate cost not exceeding \$400.00. Alex Donnan seconded the motion. The motion was unanimously approved.

Landscaping Committee

Scott Kresge presented his report of proposed expenditures for fall 2017. The committee decided to place pea gravel from the kitchen door to the side alley; plant pansies; add mulch and/or stones to existing beds. The committee wishes to start seedlings to sell in May at the town wide yard sale. The funds will be used to offset expenses. Jerry Hudson motioned that we authorize the expenditure of up to \$1000.00 to implement the fall plantings, and purchase pea gravel, stone, and mulch. Michael McNamara seconded the motion. The motion was unanimously approved.

Approval procedural action for committee chairmen to signed off on expenditures prior to sending to the treasurer. Expenditures should not exceed the proposed budget. No reimbursement checks will be issued by Tom Sombar unless approved by the committee chairman.

Michael McNamara motioned to approve the purchase (not to exceed \$350.00) of a sump pump to replace the existing pump. Louise Frey seconded the motion. The motion was unanimously approved.

A parishioner has volunteered to donate the money necessary to purchase the green chasuble.

Alex Donnan motioned that the meeting be adjourned. Jerry Hudson seconded the motion.

The motion was unanimously approved. The meeting was adjourned at 8:20 PM.

Respectfully submitted,
Margot Lawrik

The next meeting will be Wednesday,
October 18, 2017