

## **MINUTES – MISSION COMMITTEE MEETING MARCH 10, 2024**

Those attending: Kevin Sangster, Andy Listman, Margaret McCafferty, Darlene Watson, Pat Schaffer, Denise King, Pat Knott, Lillian Knott, and Al King.

The meeting began at 11:08 a.m. with prayer said by all.

**Minutes:** The Minutes were reviewed and there were no corrections. Andy Listman made a Motion to accept the Minutes as read and was seconded by Pat Schaffer. All were in favor and the Motion passed.

### **Matters Arising:**

Kevin mentioned that the refrigerator would be cleaned once a month by the Sexton. Pat Knott indicated she monitors the dates on the items in the refrigerator, so that no items are past the due date.

Kevin met with the landscapers re: the pavers. The landscaper will send a quote for the work and the pavers should be ready by April or May at the latest. The landscaper will begin the work as soon as the pavers are ready.

The Altar will be stripped on Maundy Thursday and reset on Holy Saturday.

**Announcements:** The audit will take place on March 21st and 22<sup>nd</sup>. Tammy Wall and Jane Makin will be working with the Auditor. They will begin between 9:00 a.m. and 9:30 a.m. At the April meeting the Auditor will likely present her report via Zoom.

On May 26, the Sunday before Memorial Day, Fr. Russell will be away, and Andy will conduct Morning Prayer.

**Treasurer's Report:** The report was reviewed, and a Motion was made by Andy Listman and seconded by Al King to accept the report as presented. All were in favor and the Motion passed.

### **Senior Warden's Report:**

The Letter of Agreement that was signed with Fr. Russell will have to be redone as there is a standardized version of same that the Diocese wants to be used. A new Agreement will be set up and signed by all parties in the coming weeks.

April Mae is now officially the Office Administrator. She is expected to work between 10 and 15 hours weekly.

Margaret will do the Easter Flower List this year.

Al and Kevin are currently looking for a new Sexton.

Regarding the church's finances, Kevin suggested we do not apply for a grant from the Diocese for next year. He feels that we are holding our own and do not need a grant, at this time. We will be reinvesting the dividend from the main DIT account and not using it to help pay our bills.

**Jr. Warden's Report:** Andy had the motor for the boiler cleaned and the charge was \$275.00. He then reassembled the motor and noticed there was a small wire that was disconnected, and he ordered a \$10.00 part. He installed same, and the boiler began working. Congratulations to Andy for innovative thinking and saving the church \$10,000.00 for a new boiler! Andy will work on the doors of the old church to ensure they can be easily opened and securely locked. The piece of siding hanging from the church needs to be replaced.

We are looking to install some church signs to better direct people to our church. Al requests that we let him know locations where we feel signs should be placed, and he will reach out to the borough to see if said locations are permitted.

The Handicapped and "Dog" signs need to be straightened. They are all crooked.

**Convention:** Pat Schaffer and Margaret McCafferty spoke to the subjects discussed at Convention, especially the Israel-Palestinian conflict.

**Fundraising:** Darlene requested each member take 10 Christmas Raffle tickets to sell. Kevin mentioned Gloucester Township Day has a large community turnout on that day and that tickets could be sold at that venue. Darlene will check and see what needs to be done to be a vendor on that day.

Darlene has received the license for the Christmas Raffle and the license for the Basket Auction has been applied for.

Kevin will send out letters to large corporations and sports teams in the Philadelphia/New Jersey area for corporate sponsors for the Basket Auction.

**Christian Education:** Regina Listman was acknowledged as doing an excellent job with the Sunday School children. The ECW would like to have a tea, with a speaker that Cynthia might procure. Cynthia will also conduct the Bible Study next week in Fr. Russell's absence. Pat Schaffer also mentioned that Regina would like to conduct a one-day summer Vacation Bible School program during the day or evening.

**Old Business:** Regarding the DIT Resolution, it should read Denise and Kevin, NOT Denise and Margaret. It was amended with today's meeting date.

The Senior Warden is the head of the Mission Committee, and the standing and any *ad hoc* committees help the Mission Committee or the Warden in doing the work of the church. The committees do not operate in silos, so the Mission Committee and, in the absence of the Mission Committee meeting, the Senior Warden needs to be informed of all major decisions as all the bodies are interconnected and led by the Senior Warden.

The Hospitality Committee is tasked with keeping a running list of items needed in the kitchen i.e., butter, half and half, etc.

**New Business:** It was suggested that after the Easter Vigil we have a catered meal for the reception. Kevin will look into this.

Fun Day/Backpack Giveaway: This will be held on August 17<sup>th</sup> this year, and we will again use J-Dogs. We will receive credit for one free bounce house for their closing early last year due to the rainstorm. It was suggested we use only two bounce houses instead of three. There are a few backpacks left over from last year.

The nominations for the Faith and Service award will be opened in April.

The Distinguished Service Award nomination will be opened at our June 9<sup>th</sup> meeting. This award is selected solely by the Mission Committee members.

Our Founders' Day Luncheon will be held on September 15, at 11:00 a.m. and will again be celebrated at Villa Deli in Sicklerville.

Pastoral Office Fee Schedule. For active members of Good Shepherd, there will be no fee charged for weddings, funerals, and baptisms. Kevin will review the schedule and present the changes to the Mission Committee in April for consideration.

Denise asked when we will start having parishioners take up the gifts to the altar and this will begin at Easter. It was also asked if we would be "passing the offertory plate" rather than leaving the plate at the back of the church. We will keep the plate in the back but will still pass in case anyone was missed/didn't leave their offering in the plate in the back.

The question was raised if we could announce Priscilla's Van Sant's surgery and ask anyone who wishes to send her cards to bring them in and we will put them all in an envelope and mail to her. Kevin said, as we discussed previously, that we must treat everyone the same and what we do for one person we have to do the same for all. So, no, we will not be doing that. However, people can send individual cards to her on their own.

Denise asked whether Lou Durham should get a raise and Kevin said we will look into that in 2025.

A Motion was put forward to close the meeting by Al King and seconded by Andy Listman. All were in favor and the Motion passed.

The meeting ended at 2:10 p.m., with prayer recited by all.

Respectfully submitted,

Margaret McCafferty  
Secretary, Mission Committee

MM/mm

Mission Com Minutes – March 10, 2024