

MINUTES FROM MISSION COMMITTEE MEETING FEBRUARY 11, 2024

The meeting began at 11:07 a.m. with prayer said by all.

In attendance were Kevin Sangster, Margaret McCafferty, Pat Schaffer, Darlene Watson, Al King, Denise King, Andy Listman, Lillian Knott, and Pat Knott.

Minutes: The Minutes were reviewed. A Motion was made by Andy Listman to accept the Minutes as read and the Motion was seconded by Denise King. All agreed, and the Motion passed.

Sr. Warden's Report: Kevin reported that, as of January 1, 2024, the Clergy Supply Rates are as follows: \$0.67 for mileage. One service - \$225.00, two services \$325.00, three services \$425.00, Holy Week services \$325.00. Weddings/rehearsals are negotiable - \$430.00 to \$650.00. Funerals \$360.00, \$40.00/hourly minimum and \$120.00 for weekday services.

The refrigerator needs to be cleaned once a month.

February 25 will be the commissioning of the Mission Committee.

On Saturday, March 9th, our Convention delegates, Pat Schaffer, Cynthia Griffin, and Margaret McCafferty, will attend the meeting in person at the Diocese.

Kevin said he'll put a committee in place in due course to research areas of potential funding (grants, etc.) for the new church hall.

David Cherby has opted to attend another church with his family, which has a later starting time.

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

Jr. Warden's Report: One boiler is working, but the second one is not. As the boiler is quite old, it will eventually have to be replaced.

The office, hall, Sacristy, and bathroom floors need to be scrubbed, cleaned, and waxed, and a proposal for \$265.00 from GLK Flooring that did our floors previously was recommendation for approval. A vote was taken, and all were in favor.

Lighting estimate was received from CJ Watson Electrical Contractor (Brandon Watson) for LED lights in the church, sacristy, and office, two exterior floodlights, and solar lights at the flagpole and church sign. Cost is \$2,345.00. A vote was taken, and all were in favor.

Ken King gave an estimate of \$2,750.00 to replace the gutters in the front and back of the church, but more estimates will be gathered before a decision is made.

Kevin has received only five pictures of former priests. He is still working to see if he can get others to make the project meaningful.

The possibility of renting out the church is still being looked at, but the renters must have liability insurance.

The proof is in for the Memorial Pavers, and then the company will start engraving. There will be a meeting with the landscaper to go over the layout. There will be a cross in the design.

New Business: The draft Letter of Agreement between Fr. Russell Griffin and Good Shepherd was reviewed, and a copy was sent to all members to review before it is signed. Once the agreement is signed by Fr. Russell and the Church, it will then be sent to the Diocese for review and final approval by the Bishop. The Mission Committee will continue to be responsible for all administrative and financial affairs.

Fr. Russell would like the church to purchase a map of the Bible area (\$199.00 plus shipping), which will be helpful in his Bible studies. \$250.00 has been budgeted for Adult Formation.

The church will pay for a Bible study book if someone cannot afford one.

Father Russell suggested the church purchase some brighter Congregational Candles for Christmas and Easter. Kevin presented an option, and it was agreed that we purchase two sets of the candles (24 per pack).

Kevin suggested that we look for new street signs as the one at the corner of the Pike is difficult to see as it is up high and fighting with the other signs at that location.

Kevin suggested we take out \$20,000.00 from the excess savings account and put it into the DIT to make more interest as TD Bank pays a pittance. It was put to a vote and passed.

A Motion was made to extend the meeting to 1:30 by Darlene Watson and was seconded by Andy Listman. All were in favor and the Motion passed.

It was suggested that we discontinue taking the monthly dividends from the main DIT account and roll it over instead to help grow our investment since we can cover our expenses without that source of income. It was discussed and then put to a vote. All, except Denise King, voted in favor. Denise was concerned that if we are short one month, we may not be able to cover our bills. Kevin pointed out that we are taking in more money now than before, we still have some reserves in our savings account, we will be getting grant funding from the Diocese, and we can always either do a one-off withdrawal from the DIT at any time or request for the monthly dividend checks to resume.

A resolution approving the signers on the DIT account was suggested. A Motion by Andy Listman and seconded by Lillian Knott to approve same. All were in favor and the Motion passed.

A Motion to extend the meeting for another half hour was made by Margaret McCafferty and seconded by Andy Listman. All were in favor and the Motion passed.

Election of Officers was done.

Denise King was nominated and reelected to continue as Treasurer.

Lillian Knott was nominated and reelected as Assistant Treasurer.

Margaret McCafferty was nominated and reelected as the Secretary for the Mission Committee.

Kevin appointed the following committee chairpersons:

- Denise King - Budget and Finance Committee
- Margaret McCafferty - Evangelism and Outreach Committee
- Lillian Knott and Darlene Watson - Stewardship and Fundraising Committee
- Pat Schaffer – The Department of Christian Education
- Andy Listman – Committee on Liturgy and Music
- Pat Knott - Hospitality Committee

Margaret McCafferty, Gail Cecchini, Tammy Wall, Kaydiann Sangster, and Cynthia Griffin have volunteered to be on the Altar Guild. Andy was asked to consult with the volunteers and assign them to work based on their area(s) of interest.

Tammy Wall is the sole volunteer for the Flower Guild.

Kevin wants a list of shut-ins and people being visited in hospital listed monthly, so the VEMS know who to visit.

Considering some misunderstanding stemming from the hiring of April Mae Rugletic as our office administrator to replace the *ad hoc* volunteer arrangement that's been in place for several years, Kevin sought to explain how church staff personnel are engaged pursuant to our By-Laws and the Church Canons.

He shared that the Canons, as well as our By-Laws, give the Vicar, or Senior Warden in the absence of a Vicar, sole authority to hire personnel to work for the church. However, compensation must be determined/approved by the Mission Committee.

Kevin reminded that he advised the Mission Committee on November 12, 2023, that April would be interested in the Office Administrator position as she's served in that capacity for several churches. Kevin said he'd discuss it further with April and apprise the Mission Committee.

At the December 10, 2023, meeting, Kevin advised the Mission Committee that in further discussions with April he learnt that April has worked for pay as an office administrator for the various churches she's served. Kevin asked April her cost to Good Shepherd as an office administrator and April said she'd accept anything the Mission Committee offers, even \$5 an hour. Regina Listman indicated that we'd have to pay her at least the minimum wage, naturally, and it was agreed that we'd offer April such a starting rate. Darlene thanked Kevin for the explanation and clarification, saying part of the issue was that some people were not aware that April would be paid especially since folks have worked as volunteers in the office before.

Darlene brought up the subject of ticket prices for the Basket Auction, which is scheduled for October 27, 2024. She suggested that the ticket price stay the same at \$45.00 and a free sheet be given with each ticket. Several people have voiced their opinion that they would not attend if the ticket price increased to \$50.00.

A Motion was made by Denise King and was seconded by Andy Listman to end the meeting. All were in favor and the Motion passed.

The meeting ended at 2:07 p.m. with prayer recited by all.

Respectfully submitted,

Margaret McCafferty
Secretary, Mission Committee