

MISSION COMMITTEE MINUTES

AUGUST 14, 2022

In attendance: Sheila Williams, Marg McCafferty, Darlene Watson, Kevin Sangster, Regina Listman, Pat Schaffer, Denise King, Gail Cecchini, Lillian Knott and Andy Listman, visitor.

The meeting began at 11:00 a.m. with prayer led by Denise King.

Minutes: On the Senior Warden's report, it should have read "We purchased 75,000 placemats". In the second paragraph of the Junior Warden's report, it should have read "and/or had our license revoked". Down two more paragraphs it should have read "\$150.00 is for the Basket Auction and \$500.00 is for the raffle". Also, Darlene Watson's name should have been added to "Attendance". On page 2, it should have read "Kevin suggested we have a Community Day" and in the sixth paragraph, it should have read "engraved clock" not "plaque". There was a Motion made to accept the Minutes as read with changes by Denise, and Gail seconded same. All were in favor and the Motion passed.

Faith and Service Award: Robert Donohue, Denise and Tammy Wall were on the committee to consider the nominations, but Robert was unable to serve due to some health issues. The person receiving the most nominations was Kevin Sangster, and he was notified of same; however, he declined to accept the award, so the committee will go back over the nominations and select the new recipient. Only 11 people submitted nominations, and one person nominated two people.

Treasurer's Report: \$115.00 was donated in July for backpacks and \$120.00 in August, for a total of \$235.00, plus whatever was donated today. The DIT account dropped \$32,000.00, but went back up \$26,000.00, so the account has \$400,000.00 plus. A Motion was made by Sheila to accept the Treasurer's Report as read and was seconded by Regina. All were in favor and the Motion passed.

Sr. Warden's Report: Regarding the Altar Guild, those who serve on the Altar are considered LEMS (Lay Eucharistic Ministers) and those taking Communion out to congregants are considered VEMS (Visiting Eucharistic Ministers). Kevin would like all those on the Altar to be robed to have a more cohesive and professional look. Margaret will go to Abbott's in Cherry Hill to be measured for same. Denise and Pat expressed an interest in being on the Altar, so Andy was tasked with training them. Denise and Andy need to be licensed however, Darlene and Gail are licensed. It was suggested that washable robes would be a cheaper option and the wearer should make sure the robe is clean and pressed. In order to present a uniform look, all the ladies' robes should be the same design. The banners have been ordered from Belgium and are to arrive in September ahead of when they are needed in November. It is the belief that there are two palls somewhere on the church premises and we will continue looking for same. Otherwise, one may have to be purchased for funerals.

Jr. Warden's Report: The cleanup has started on the property. The State Inspector came out to look at the elevator and had some concerns about the elevator door and the concrete in front of the door. It might be that the door needs to be adjusted to clear the concrete and that might be something that can be fixed by Russ. The concrete around the door is uneven and presents a

potential tripping hazard. The heaters are copper and steel, not cast iron, and run radiant heat. A plumber needs to remove them, not an electrician. If the copper is sold, it would bring a good price. We will check with our electrician before we remove the radiators to make sure we will continue to have heat. The subject of the Yellow Jackets was brought up, as there have been at least a dozen in the office, and the question was whether the Borough has an exterminator – they do not. We will have our exterminator check the situation and remedy it when they are in next.

Fund Raising: on September 24, there will be a Blueberry Festival that one or two of our volunteers will attend and sell tickets. Two banners for the tent have been ordered. To date, only 25 tickets have been sold for the Basket Auction.

Sunday School: Regina has not decided on a date in September for Sunday School to start. There was a question as to whether the Episcopal Conference in DC passed a resolution about Baptism not being required to make your first Holy Communion, but Gail will call Ann Notte to find out. Regina would like to take the Sunday School children to the Aquarium.

ECW: The next meeting will be after church on August 28, and we are working on Christmas decorations to be sold at the Christmas Bazaar on December 10.

GIFT Program: Gail indicated the program is running smoothly and that a Diane Grey now runs the program.

Outreach: Of the \$10,000.00 grant from the Diocese for Women of Hope, \$5,000.00 has been disbursed and there will be a mid-year report submitted by August 31 before the disbursement of the second \$5,000.00 is made.

The Mission Committee has approved the Community Fun Day. The cost for J-dogs went down slightly. The Berlin Sun ad campaign has begun and the banner, and yard signs will go up shortly, and the cost of same was \$300.06. A Fire Department permit is required and that application has been sent. A decision was made to have two Port-a Potties on site, using Robinson Waste Services, at \$185.00 per unit. Regina suggested using a jukebox rental which serves as a deejay and will be tented, and the speakers placed above ground. They also set up and take down at a cost of \$199.00. Pat said there is a possibility that a String Band will come out and play for us. The question of prizes was raised, and it was decided that Regina will purchase extra prizes at a cost of \$109.00 and, should any be left over, they can be given away on Berlin Day. There was a question whether any soda or water was left over from 4th of July. The kitchen will be checked to see if any drinks are left. Marg offered to ask her children to help that day. She was also tasked with contacting the Borough Police Department and see what, if anything, was needed regarding EMT's, barricades, etc.

Founders' Day Luncheon: We reviewed the food choices and decided that Filets, Penne Vodka, Chicken Francois, Whipped Potatoes and String Beans Almondine would be the choices. Salad rolls and butter would be included.

Bishop's Gift: Kevin suggested a clock for the Bishop as a token of our appreciation in addition to the [REDACTED] gift, and he will look into the design and wording to be engraved.

Church Renovation: Kevin received word that the work is projected to begin next month. The windows are here and will be installed first, then breaking the walls, followed by electrical, then drywall and the final electrical work. The bathrooms and office are to be add-ons and the HVAC system will be installed last. The permits are being applied for this week.

Outside Renovation: The concrete work estimate has been received, based on changing out the concrete by the elevator, and is \$949.00. If that area does not have to be replaced, the estimate would be \$599.00. The concrete is not flush against the ramp, so that should be fixed first and then we will review the elevator door. Russ is working on the landscaping and should have it completed within two weeks. The tree stump that was in front of the ramp needs to be removed and Kevin will get an estimate on the cost of same. The price for the landscaping will be \$6,650.00. This quote was the cheapest received. Kevin then asked for a vote to approve the cost. All were in favor and the amount was approved. Sheila asked about the planting of trees to memorialize loved ones and Kevin indicated that more information on that will be provided once the landscaping design work is complete.

The Westcott Will: Ms. Westcott's Will directed that it should be used for the community if the church should close, so it should be kept in an Annuity, not in the Stock Market, and hopefully give an 8% return and double every 8 years, as it is considered an insurance product.

As we were running close to the two-hour limit, Kevin asked for approval for extending the meeting 15 minutes. All were in favor.

Gail will check with her brother George and get more information on the Annuity before the next meeting.

New Business: There will be a Sign-up Sheet for the Bishop's Visit for anyone wishing for Reaffirmation, Reception, or First Holy Communion. Kevin asked if we would like to have a pocket calendar as the Christmas gift or the larger calendar. We will attempt to get banners for specific events, without the dates, but with a space to fill in the date(s). After the luncheon, Kevin would like to buy a new computer system and new chairs for the office. A new conference table was donated to us and is currently in the shed. Pat mentioned that the sound on Zoom meetings is difficult to hear when viewing the service from home. We could possibly upgrade the system if we receive more Grants from the Diocese.

The meeting ended at 1:18 p.m. with prayer led by Darlene Watson.

Respectfully submitted,

Margaret McCafferty

Mission Committee Secretary