

St. John's Episcopal Church, Sharon, PA  
Vestry Minutes  
July 12, 2016

Present: Madge Tamber, Bob Verholek, Barb Lipinski, Keith Rowlands, Curt Myers, Tracy Schliep, Adam Trambley

Absent: Al Seladi, Gary Funderlich

Vestry met at Quaker Steak and Lube at 7:05 beginning with a modified evening prayer.

A motion was made by Schliep to approve the June 13, 2016 vestry minutes. Second by Rowlands. Motion passed unanimously.

Treasurer's report was reviewed and discussed. Pledge income is now \$5,000 higher than budgeted. This is due to a parishioner who gives a large amount changing the time of giving. It is expected everything will even out over the course of the year. It was also noted there have been no special funds transfers this year. There a question about the music expenses which the treasurer will look into. Bible school is estimated to be \$730. Plant expenses are still going down. Income over expenses is \$28,000 to the better. Electricity has not changed. The air conditioner for Allen Hall is programmed to turn on from 8-3 on Sundays. Technicians from the heating and cooling company must be called take the program out. Motion to accept made by Meyers, seconded by Tamber. Motion passed unanimously.

Junior warden reported on work detail that completed the area around the sign. The drains were cleaned. Verholek is requesting Jesse Fiske to replace the plexiglass over the Narthex doors. The door lights have been restored. There has been no progress on Allen Hall. The roof over Allen Hall appears to be getting worse. Lights, doors and the sound system were left open after the service on July 3. Re-establishing a lock-up group was discussed.

Several different sign options were presented. The current sign needs to be restored. A sign board needs to be added. After much discussion it was determined a digital sign is not practical for our church, we would like to use the current sign in some capacity, we need an expert to give us some ideas how to successfully incorporate everything in an aesthetically pleasing manner. Rowlands is to give contact information for the original sign maker to Fr. Trambley. There is an old sign on the corner doors which has out of date information, this can be removed.

The Diocesan Audit Committee Observations & Recommendations were reviewed as follows.

5a. The budget appeared to presented and approved at the annual meeting. The monthly Vestry Meeting minutes did not reflect a vote to approve the budget. Recommendation: The annual budget should be approved by the Vestry prior to presenting it to the congregation at the

Annual Meeting. Response: Both in 2015 and 2016, the budget was approved at the January Vestry meeting.

7. The Parochial Report was submitted April 11, 2016 for year ending 12/31/15.

Recommendation: We urge the leadership to comply with the March 1 deadline in accordance with National Canon 1.6, 1.7, 1.17 for Parochial Reports. Response: We acknowledge that the report was late.

10. Five different groups of AA meet on church property. Two of the groups do not have building use agreements on file. Recommendation: All groups using church facilities must sign and comply with the Dioceses of NWPA Building Use policy. The signed forms must be kept with church documents. Response: We will rectify this and get forms signed.

23. The Rector's Discretionary Account was charged for the purchase of a Laptop Computer. Recommendation: The purchase of the laptop for the Rectors' ministry should be paid from the general operating funds of the church. Response: Perhaps, but it was brought before vestry and was approved.

23. The Columbarium Account records were not available for audit. The records for this account are maintained in the home of the treasurer. Recommendation: Records for all assets in the name of the church must be kept on church premises and available for audit at all times. Response: This account is an independent 501c3 not a church account. Bob Edeburn is currently in care of this account and he will be asked to keep the records at church.

33. The Alms Account was used to purchase Christmas Gift Cards. Recommendation: A more appropriate account to use for this purpose would have been the Rector's Discretionary Account. The Alms Fund is intended to assist those in need in the community. Response: Gift cards were given to needy individuals in lieu of cash.

Michael Wachter created a summary page for the Reaching New People committee which can be presented to the congregation. Tracy Schliep proposed to LTI the possibility of Fr. Trambley being chaplain to the school. This was well received.

Events for the 150th anniversary are to include Evening Prayer with Bishop Rowe at 4pm on September 18. There will be another meeting of the committee in August. Fr. Trambley has been in contact with the children of Fr. MacMillan. A date for a visit from them is still pending. A picnic for the parish will be held in August. All Saints Sunday will be the closing service. In addition, there may be a pet blessing in October and hopefully a blessing for downtown businesses.

Spencer Ference will begin his flagpole project on August 4. We have a 30-hour/week volunteer helping with cleaning. Lightbulbs above the altar area have been changed. There are plans to re-stain the shed.

Capital campaign work is progressing. We will be looking to organize people for the pew removal for accessibility seating.

Fr. Trambley will meet with the NCD committee and hopefully have something to report in August. Vacation Bible school will be August 4-5. We are still in need of a nursery attendant for Sunday morning. The next vestry meeting will be August 8. Martin Roth will be the celebrant on July 24 and 31 while Fr. Trambley is on vacation.

Since there is no newsletter in August, Fr. Trambley is going to try to do a one-page mailing with meetings and events.

AA asked about having a community gathering night. It was explained that background checks would need to be done for a church sponsored community event. However, they could just have a cookout for AA and their families. The softball tournament is Saturday, July 16, donations for food are appreciated.

The meeting location was evaluated. It was decided to continue at Quaker Steak for the present time.

Motion to adjourn at 8:46 made by Meyers, second by Tamber. Motion passed unanimously.

Respectfully submitted,  
Barb Lipinski, Clerk