

**MINUTES – MISSION COMMITTEE MEETING  
MAY 19, 2024**

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

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

**Minutes:** There were no changes or corrections to the Minutes. 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.

**Treasurer's Report:** There were no changes to the report. A Motion was made by Margaret McCafferty and seconded by Andy Listman to accept the report as read. All were in favor and the Motion passed.

**Sr. Warden's Report:** As of May 1, 2024, Fr. Russell Griffin became our official Long-Term Supply Priest with enhanced responsibilities.

PayChex is now our outside payroll vendor, and we have an Agreement with PayChex in place. Fr. Russell and April Rugletic get Sick Days under New Jersey law. For every thirty (30) hours of work they will get one (1) Sick Day.

The AA group pulled out of our Agreement the day before they were to begin their meetings at Good Shepherd and went with a church that did not require them to have insurance.

When we changed our status from a Parish to a Mission we got a Certificate of Consolidation from the Diocese. Any rentals or leases we might have with outside entities using our buildings must be approved by the Diocese. All real estate and holdings will be held In Trust and managed by the Diocese.

The memorial pavers are scheduled to be installed on Tuesday of this week.

**Jr. Warden's Report:** Shipshape Landscaping has now replaced Jose Landscaping and will charge \$60.75 for each weekly grass cutting. Seasonal treatments of the front and sides of the church will cost \$65.00 a month. Weeds will be pulled manually every month at \$50.00 per hour, as we will not be using chemicals that are sprayed. The cleanup in the Fall will cost \$225.00. We are looking at a sprinkler system for the beds as "soaker" hoses do not work as well. Shipshape will also be doing our snow removal at a minimum of \$165.00 per cleaning, which will include the sidewalk and steps. Each application of salt will cost a minimum of \$140.00.

**Fundraising:** As outlined in the report from Darlene Watson and added to by Lillian Knott.

**Christian Ed:** Pat Schaffer spoke about plans for the end of Sunday School and about letting the children decide what they would like to do i.e., a trip or a movie etc.

**Outreach:** Gail and Margaret shopped at Dollar Tree with the \$200.00 approved by the Mission Committee for the GIFT Program, for their clients for Christmas. They requested four (4) items:

body soap, shampoo, conditioner, and deodorant. The total expenditure was approximately \$198.00. I believe the volunteers at the GIFT Program will be pleased by this donation from Good Shepherd. Margaret hopes to have the Chair Yoga program in place by Mid-June.

**Old Business:**

Church Fee Schedule. For Weddings, Baptisms and Funerals, there will be no charge to use the church for members in good standing. Both members and non-members will have to pay Lou Durham, our Music Minister, whose fee currently is \$175.00; and the Sexton, whose fee is currently \$50. However, if the family wishes to give Fr. Russell a “gift” that is permissible. We dropped the fee for Altar Guild and Acolytes for church members but will charge non-members for an Acolyte at a rate of \$50.00 and Altar Guild at a rate of \$100.

Faith & Service Award. Tammy Wall, Kevin Sangster, and Margaret McCafferty will comprise the Faith and Service Award Committee. All nominations must be written on the Faith and Service Award form and returned no later than Sunday, June 30, 2024.

**New Business:**

Distinguished Service Award. This award will be decided by the Mission Committee (Selection Committee) by the July 2024 Mission Committee meeting by a majority secret ballot and announced at the Founders’ Day Luncheon in September.

Board of Missions Grant: The date of the Convention has been moved from March 2025 to November 2024 and will be held in November from here on. The Mission Annual Report is due to the Diocese by August 1. At our July meeting, we will discuss the same and decide whether to apply for a grant.

Kevin would like ALL the events that our church engages in be documented and reported to the Diocese, so they know that we are working hard to grow our numbers and that we are involved in the community.

Church Announcements: Going forward, all our upcoming events will be posted on our website.

A Motion was made by Andy and seconded by Lillian to close the meeting. All were in favor and the Motion passed.

The meeting ended at 12:40 p.m. with prayer said by all.

Respectfully submitted,

Margaret McCafferty  
Secretary, Mission Committee