

St. John the Baptist Church

Report to Commissions Mark Dittman, Parish Business Administrator

December 12, 2017

1. **One Spirit ~ Many Gifts Sunday Giving Renewal.** As you know, November 11/12 was commitment weekend for our OSMG Sunday Giving Renewal. I am happy to report that as of this writing we have received more than 560 response forms, with more still trickling in. (Last year we received 540 response forms in total.) Once pledges have been entered into our system, I will be able to report on a comparison to prior year. Thank you to all who responded, and who continue to give so generously to support our parish ministries and operations! We will continue to accept pledge forms, so please complete yours if you have not yet done so.
2. **Church Windows.** Brin Glass repaired the two broken clerestory windows. The technician's opinion was that the windows are holding up well and are serviceable should any cracking or breakage occur. He also thinks that the windows are relatively efficient for windows of this age (50 years), and new gas-sealed windows would not significantly increase energy efficiency. We should monitor the windows for breaking or cracking. The Administrative Services Commission will review and discuss the information provided by Brin and make a recommendation to Pat Hinnenkamp, Director of Maintenance on next steps.
3. **Cemetery Records.** Two parish volunteers are leading an effort to review the accuracy and completeness of our cemetery records, with the goal of consolidating and preserving our cemetery information. This effort is in its early planning stages, so watch for updates in coming months.
4. **Director of Development.** A job description is being finalized now, with the prospect of posting in January. The Legacy Committee recently met to review and suggest revisions to the position description. We anticipate a development position that will serve the fundraising needs of the entire parish—both church and school.
5. **Rectory cleaning & cooking, hospitality, etc.** As many of you know by now, Patty Abraham has moved on to a new position. We will miss Patty's cheerful presence and good work—including her wonderful commission night dinners! We are considering our options to cover the work Patty did for us. There is a possibility we will divide the duties into two or more part-time positions. We hope to decide in the next few weeks. We are grateful to Teri Shea, who is planning the December 12 commission night dinner.
6. **Budgeting for 2018/19.** The Finance Commission will begin its budgeting process in January. Volunteer leaders in our school have been busy preparing a preliminary budget for the school, which provides a good start for the entire process.
7. **Year End Giving.** Watch upcoming bulletins on guidance regarding final gifts for 2017. Remember that you can donate to St. John's with cash, stock and IRA distributions. You can give via envelopes, electronic giving and or credit or debit cards. Contact me with questions about any of these ways to give. Thank you for your generosity! And, remember to check the parish Wish List for specific giving opportunities.

Thank you for your service to St. John the Baptist!

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