

St. John the Baptist Church
Report to Commissions
Mark Dittman, Parish Business Administrator

June 8, 2021

1. **Sunday Giving.** Update on Sunday Giving: through May 30, week 48 of the fiscal year, we are 6.6% above year-to-date budget, and 7.4% above last year's total through the same week. Our year-to-date budgeted Sunday income is 2% higher than it was a year ago, because we had planned for an increase in Sunday Giving. You have exceeded that! Thank you all for your faithfulness to our core value of living out of a generous spirit!
2. **Summer 2021 Projects.** The Administrative Services and Finance Commissions will be meeting jointly for the first portion of our meeting time tonight. The ASC will be reviewing a list of potential projects to initiate this summer and making recommendations for project priorities. The FC will receive those recommendations and consider our reserves and make its own set of recommendations. By going through this process tonight we hope to make some important decisions on investing in our buildings and ability to provide ministry. Already in motion is the security camera project, which is set to be installed beginning this week—the week of June 7. As always, thank you for your generosity that supports everything we do here at St. John's!
3. **FallFest 2021: September 24, 25 & 26.** We are in need of help with marketing, big kids' games, and children's games. If you or someone you know could serve in these areas, please let the committee know. Our next meeting is Thursday, July 15, at 6:00 p.m. in rooms 206/208. For all things FallFest, contact co-chair Taylor Burns or staff member Teri Shea with this email: fallfest@stjohnnyb.org.
4. **New Hires.** We have hired Melissa Berg to coordinate our famous St. John's hospitality! Melissa joins us with a background as a registered nurse and has extensive experience as a church volunteer chairing parish festivals, fundraising dinners, and many other activities and events. Please welcome Melissa when you see her at the many upcoming parish events—she will be at tonight's commission dinner! (Pat Hinnenkamp is leading on preparing and serving dinner tonight—thank you Pat!)

We have also hired Margaret Harmon as our new Liturgical Administrative Assistant, starting July 6! You will recognize Margaret as a frequent cantor at our weekend Masses and other liturgies. She will be working with Director of Worship Lee Trembl on a part-time basis to assist him in planning and preparing for our many liturgies. Welcome Margaret!

5. **Positions Posted.** We are presently looking for a Coordinator of Discipleship for Adults and a Communications Coordinator. Both are full time positions that will significantly support our mission and core values. If you or someone you know might be interested in either of these positions, you can find the postings on our website here: <https://stjohnnb.com/contact/job-opportunities/>.
6. **COVID Protocols.** At this point masks are optional in all of our buildings, including our school, now that school has ended for the year. We have every-other-pew seating in the pie sections of the church, with open seating in all other sections. Our priests, staff and parish leaders continue to do their best to serve our parishioners and meet the ongoing spiritual needs of all of our people in this challenging time. Thank you all for your cooperation and your ongoing regard for your safety and for those around you. Let us continue to pray for an end to this pandemic.

7. **Administrative tasks.** Despite school being out and great weather, summer is not really a down time in parish administration. The following activities keep the parish office busy all summer: fiscal year end and financial reporting, performance reviews, project oversight, insurance program discount application, program, liturgy and staff planning for the new year and more. In addition, several of our ministries stay active over the summer. And, of course, our staff does take vacations! I pray that all of you find rest, refreshment and renewal in the recreations of summer!

8. **Summer hours.** On Fridays the Parish Administrative Offices will close at 1:00 p.m., from Friday, June 11 through Friday, September 3. During those same weeks the church campus will close at 7:00 p.m. on Monday and Friday evenings and at 8:00 p.m. on Tuesdays, Wednesdays and Thursdays (with exceptions for some of our ministry groups). Additionally, staff will be enjoying planned vacations at various times. Staff commitment to serving our parishioners will continue to be high; however, please be aware of these factors when engaging with our staff and otherwise conducting St. John's business or activities.

A restful and blessed summer to you all!

Thank you all for your reliance on prayer, your willingness to grow, and your generous spirit!

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