

The Episcopal Church of St. John Baptist, Thomaston, Maine

Vestry Meeting, May 21, 2026, Minutes

Members present: Ruth Anne Hohfeld, Carlton Winslow, Jan Gaudio, Mark Ranney, Mike Lindstrom, Gayle Elfast, Kathryn Turansky, Judy Laidlaw. Carolyn Garratt-Reed and Henry Hoecker present via Zoom.
Count represents a quorum.

The meeting opened with prayer led by Jan.

Motion was made to accept the minutes from the previous (April 16th) regular meeting, and also from the meeting held on May 6.th

Moved by: Mark Ranney

Seconded by: Carlton Winslow

Vote result: All in favor; motion carried

Ruth Anne provided the Sr. Warden's report, starting with a review of the Priest in Charge job description draft recently emailed to Vestry members. Points discussed included the number of hours required each week, parishioner communication/transparency, music, pastoral care, medical benefits, travel, future youth programs, and theological education. Draft committee members explained that responsibilities, as well as benefits and pay, were intentionally listed without extensive detail, that the final contract would be open to adjustment as needed. This was so to not deter potential desired candidates from applying, adding that the interview process would address any added concerns.

Motion was made to accept the Priest in Charge job description as presented by its committee.

Moved by: Mike Lindstrom

Seconded by: Carlton Winslow

Vote result: All in favor; motion carried

The document was immediately emailed to Suzanne Roberts, Transition and Deployment Officer for the Diocese. Vestry members are requested to consider in coming days possible Priest in Charge interview questions, and to provide them to Ruth Anne.

Ruth Anne announced that, at this point, she has obtained supply priests for all except one Sunday in June, and that she is still seeking music for two of June's Sundays.

Kathryn provided an update on preparations for opening a Sunday morning nursery adjacent to the parish hall in the fall. The hope is to start with one Sunday a month in September. At least two caregivers must be present at all times; anyone working directly with children must complete a minimum of five Safe Church Training sessions. Staff will include both volunteers and hirees.

A number of items have already been donated. Kathryn provided a list of further needs, including window treatments, a thick round rug for children to sit on, as well as repairs needed to the space itself. Jr. Warden Carlton will address the room's floor radiators. Carolyn volunteered a no longer needed child size table and chairs.

Further discussion surrounded the overall goal of attracting more families with children to St. John's, not only by providing child care on Sundays, but eventually looking into opportunities for youth of all ages.

Carlton presented the Jr. Warden report. Sexton Tim was praised for the church maintenance he continues to provide, not only with cleaning responsibilities, but also for his willingness and ability to make small repairs when needed.

Carlton announced having obtained an estimate of \$15,00 to replace the remainder portion of the church roof not addressed earlier. Needed replacement of all fire extinguishers throughout the church will cost \$1290.62. Pen-Bay's estimate to replace the four undercroft windows came in at \$4108.70.

Motion was made to approve replacement of the roof area not addressed earlier, to replace all fire extinguishers, and to replace the four undercroft windows.

Moved by: Mark Ranney

Seconded by: Jan Gaudio

Vote result: All in favor; motion carried

Further discussion addressed the fact that emergency lighting and smoke detectors throughout the church are no longer functioning properly. Carolyn (and Tony) Garratt-Reed noted that the local Masonic Hall recently used Amazon to replace and update its emergency lighting. Tony will consult with them for guidance. Henry stated that he can install the system materials once obtained. Mark will consult with Chris Rector about the status and history of the church smoke detectors.

Carlton noted that the dying tree by the bell tower will be left for now; its removal will not take place immediately. Chris and Tim are working on the replacement ramp for entry at the Green St. door. Carlton will address the front (red) door lock.

Mike announced that he, as Treasurer, has now been added as an authorized signature on all checking accounts at First National Bank. He has yet been added to one final church account and that will take place in the coming week.

Jan provided an updated church security plan. Minor changes include a security control program involving keys and codes for building access. The plan otherwise remains the same but will now be reviewed annually. The possibility of eventually installing security cameras in the future was discussed.

Motion was made to accept the updated church security plan as presented.

Moved by: Mark Ranney

Seconded by: Carlton Winslow

Vote result: All in favor; motion carried

Ruth Anne announced having received a request for St. John's to place an ad in the Thomaston Community Players program for their upcoming performance of Annie. Brief discussion determined using the same layout as provided for last year's ad.

Motion was made to place an ad representing St. John's church in this year's Thomaston Community Players program.

Moved by: Carolyn Garratt-Reed

Seconded by: Gayle Elfast

Vote result: All in favor; motion carried

Ruth Anne asked that any requests for additions to be made to each month's Vestry meeting agenda be provided to her *no later* than one week before its scheduled date.

June's Vestry meeting prayers will be provided by Mike.

This meeting closed in prayer led by Jan.

Respectfully submitted

Judy Laidlaw, Clerk

Next meeting: Thursday, June 18th, 3:00pm