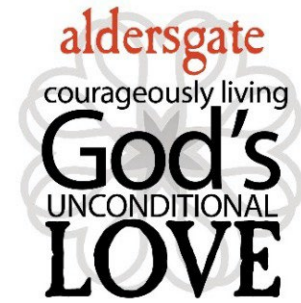


**Aldersgate United Methodist Church
Zoom Leadership Team Meeting**

May 23, 2023; 7 p.m.
Zoom Leadership Team Call



<https://us02web.zoom.us/j/86201985042?pwd=c3QyaXFuTFRxVzA0a20yRWM2ZlpQdz09>

Leadership Team Present: Jill Cox, Dr. Randy Orndorff, Jon Poarch, Paul Amos, Ed Little, Hank Henderson, Joni Koons, Patricia Barron, Paul Tuohig, Steve Larkin, John Driscoll, Joe Salucci, Lindsay Moses, Sandra Gehring, Barb Roach, Clara Lozar, Leslie Belcher, John McRae, Lorrie Rezendez, Melody Dillon & Kenneth Skilling.

Congregation members present: Colleen Walker, Ken Hamilton and Louise Williams, Shari Van Buren & Molly Johnson

Church Conference

Nomination's report/vote and approval of adjusted lead pastor accounts reimbursable

Minutes Submitted to Northern Virginia United Methodist

The meeting opened with a welcome and prayer from Lay Leader Paul Amos who then turned the meeting over to Elder, Dr. Randy Orndorff. At that time Jill Cox, Executive Director, was nominated by Paul Amos to be Recorder and Secretary of Church Conference and second motion by Steve Larkin. The Leadership voted unanimously for Jill Cox to be appointed Recorder/Secretary of Church Conference.

Elder, Dr. Randy Orndorff called the Church Conference to order stating there were three items for consideration – Nominations Report of our Leadership Team and changes to Senior Pastor (Dr. Randy Orndorff) Accountable Reimbursement and Housing Exclusions. Elder, Dr. Randy Orndorff read thru the Nominations for the Leadership Team explaining each person's term and position. The team voted unanimously for the group to be voted in to serve on the Leadership Team. He, Dr. Randy Orndorff, then asked Patricia Barron, Finance Lead, to present the Clergy Compensation Report regarding the change to the Senior Pastor's Accountable Reimbursement and Housing Exclusion increases. These increases didn't change any budgeted numbers or increase costs to the church in any way. No additional discussion occurred, and the motion passed unanimously.

Elder Dr. Randy Orndorff thanked everyone for attending.

Respectfully,
Jill Cox, Recorder

New Leadership Team members and their contact information along with the Clergy Comp form and supporting documents will be updated and uploaded on to Unity.

Aldersgate Leadership Team

Elected May 23, 2023

VOTING MEMBERS

The voting members listed comprise Aldersgate's Board of Trustees, Finance Team, and Staff Parish Relations Team.

Position	Name	Term Expires	
Lay Leader	Paul Amos	June 30, 2024	Annual & District Conference Rep.
Team Recorder & Treasurer	Jill Cox	June 30, 2024	Executive Director
SPRC Lead	Leah Matthews	June 30, 2024	Annual & District Conference Rep.
Trustee Lead	Lindsay Moses	June 30, 2025	
Trustee Co-Lead	Sean Vermillion	June 30, 2026	
Finance Lead	Patricia Barron	June 30, 2025	Annual Conference Alternate
Engage Lead	Barb Roach	June 30, 2025	Day School Liasion
Engage Co-Lead	Joe Salucci	June 30, 2026	
Connect Co-Lead	John (JD) Driscoll	June 30, 2024	
Connect Co-Lead	Christine McElwain	June 30, 2024	
Worship Lead	Steve Larkin	June 30, 2024	
Worship Co-Lead	Dave Halladay	June 30, 2026	
Equip Lead	Susan Kane	June 30, 2024	Annual Conference Alternate
Equip Co-Lead	Leslie Belcher	June 30, 2026	
Send Lead	Julie Pfister	June 30, 2024	
Send Co-Lead	Sandra Gehring	June 30, 2026	
Strategic Planning Lead	Debbie Farson	June 30, 2024	
Strategic Planning Co-Lead	John McRae	June 30, 2026	
UWF Representative	Lorrie Rezendes	June 30, 2025	
UM Men Rep	Ed Little	June 30, 2025	District Steward
Youth Representative	Clara Lozar	June 30, 2026	
Young Adult Representative	Melody Dillon	June 30, 2024	
Pastors	Randy Orndorff	Lead Pastor	
	Jon Poarch	Pastor	

**Pastors may vote on all matters except Trustee matters and clergy salary*

Additional Positions for Elections

Nominating	Chair	Randy Orndorff	Lead Pastor
		Jon Poarch	Pastor
		Paul Amos	Lay Leader
		Mark Husband	June 30, 2024
		Leah Matthews	June 30, 2024
		Sarah Lynn Mertins	June 30, 2025
Endowment		Randy Orndorff	Lead Pastor
	Co-Chair	John Pike	June 30, 2025
	Co-Chair	Joni Koons	June 30, 2024

Greg Koons	June 30, 2026
Steve Larkin	June 30, 2026
Mike O'Neill	June 30, 2026
Diane Tollefson	June 30, 2024
Tom Sparks	June 30, 2024
Heidi Marchand	June 30, 2025
Cindy Culbertson	June 30, 2025
Ken Skilling	June 30, 2026

Leadership Team Meeting:

1. Welcome, Comments, and Opening Prayer – Paul Amos
2. The Wesley Challenge Book Chapter 15 – Patricia Barron
3. Work of the Church – Ministries
 - **Strategic Plan Update – Debbie Farson (Next Leadership Summit on 9 July)**
Debbie Farson not present below is her notes from Strategic Planning Meeting

RAD on Strategic Priorities

4/17/23 - - Pastors Randy and Jon, Jill, Debbie

FINANCIAL HEALTH/WISE STEWARDSHIP

Reflect – What have we accomplished?

- \$60K raised in Mortgage May 2022
- Financial Health Team formed
- Shepherding for the Future 3-year campaign launched
- Roof, lighting, playground, carpet, Welcome Center, security doors done
- Parsonage improvements made

Adjust-What did we do that needs to be changed?

- Keep up the good work

Do-What new things will we do?

- Develop sources of revenue generation
- Repeat Mortgage May
- 2024 stewardship campaign: Do Add the Good You Can
- Continue being transparent

INNOVATIVE MINISTRIES/FRESH EXPRESSIONS

Reflect

- House Church started – 37 people involved in adult HC; Youth HC started
- Youth kayaking fresh expression started
- Two Fresh Expressions – Bibles & Bikes; Dog Park
- Prayer Walks
- Yoga
- Hollin Hall Pastry Shop Giveaways (provide \$\$ to pastry shop, tell them to comp walk-up orders until money runs out and tell the customers it is a gift of AUMC)

Adjust

- Consider putting Dog Park initiative to rest given low turnouts

Do

- “Pickleball Church”?
- Develop additional leaders
- Multiply House Churches beginning September
- Fresh Expressions training in September
- Drive-thru ashes next Ash Wed., esp. for day school families at drop off/pickup
- Church info. QR code sign on playground

MISSIONAL OUTREACH/SOCIAL JUSTICE

Reflect

- Developed Woodlawn Faith partnership – pulpit “swaps”, food distribution, garden, Juneteenth event, partnership between AUMC and Woodlawn UWFs, “gave 1200 for a month” (pastors – this is in the notes - - not sure what it means . . . ?), Be the Bridge book club, Creation Care sermon series
- Creation Care Team formed – planted trees, cleanup, messaging
- Social Justice team formed
- “Send” team doing great - - locally and regionally

Adjust

- Have more AUMC people show up at Woodlawn for worship when we pulpit swap

Do

- Develop Social Justice team to get more leaders - - like we have for Creation Care
- Address additional issues – rise in violence/crime, drug crisis esp. among teens and young adults (e.g., fentanyl), food insecurity, mental health issues, gun violence
- Invite Kameron from Rising Hope quarterly

DIGITAL MINISTRY

Reflect

- Hired Digital Ministry person – Molly
- YouTube, Facebook, Website, Newsletter, Bulletin upgrades - - all going well
- Graphics are good
- Outdoor sign messaging happening

Adjust

- Sunday morning slides need some improvements
- Sanctuary audio/mics, cameras, lighting needs improvement
- How can we reach more people online?

Do

- Improve data-keeping
- Remember those attending online when counting worship attendees
- How to welcome those worshipping online? Idea: During greeting time in service, ask everyone to first wave to the camera to greet online folks
- Increase digital real-time views of worship service
- Develop additional support for digital ministry – example, more volunteers in the A/V booth during worship

PARKING LOT – IDEAS FOR DISCIPLESHIP PATHWAY AREAS (Engage, Connect, Equip, Send, Infrastructure)

- **Infrastructure:** Develop and Administrative Team volunteer base (already started with list of volunteers who covered while Christine was out recently)
- **Engage:**
 - Continue great outreach with the Day School
 - consider marketing push to them for Community Picnic

- **Equip:** Consider outreach to Day School - - after school playgroup or other gathering for preschool parents that incorporates parent Bible study.
- **Engage/Connect:** Who is following up with new contacts and new members?
- **Send:**
 - Can we establish classes to point people to once they complete the New Members class - - to learn more about being a disciple or go more in-depth on the 6 topics covered in the new membership class? (“If you liked the chapter on stewardship, here are classes/resources to develop you more in that area; if you like the chapter on prayer, here are classes/resources to develop you more in that area . . .”)
 - International Mission
 - Sunday afternoon/evening classes?

Strategic Priorities of AUMC “Focus 2025”

Intentional Discipleship Pathways: AUMC will **ENGAGE** people inside and outside our walls, **CONNECT** them with each other through the programs and missions of AUMC, **EQUIP** them to understand the gospel and how it applies in their lives, and **SEND** them into the world to serve and share their faith with others.

Financial Health/Wise Stewardship: God has provided many blessings to AUMC over which we are entrusted with stewardship. Among them are financial resources, real and personal property, the environment, and missions. Accordingly, we will make elimination of debt a top priority because it prevents us from putting our full energy into what we could do in the areas of engaging, connecting, equipping and sending. Additionally, we will ensure our properties and systems are properly maintained while seeking to operate transparently and in an environmentally responsible manner.

Innovative Ministries/Fresh Expressions: AUMC will build ministries that meet people where they are, engaging with their interests in places they pursue them, and doing so in innovative and fresh ways. Innovation will inspire decision-making as we seek new avenues for ministry inside and outside the walls of AUMC. Examples could be a prayer group that meets at the dog park or fellowship built around common interests like hiking, knitting or sports.

Missional Outreach and Social Justice: AUMC is committed to mission work that transforms for the better those people or causes we seek to serve locally, nationally and internationally. Such work will start with listening to those we seek to serve as they describe their needs then engaging in meaningful mission directed at the root causes of those needs. In this missional outreach we will seek to break down barriers in order to become more inclusive and diverse.

Digital Ministry: Digital access systems greatly expand AUMC’s reach. We will do what is necessary, within wise stewardship principles, to maintain up-to-date computer, video and similar equipment; maximize our online presence; and expand digital access for those who do not already have it or know how to use it. This focus on digital ministry will help us navigate our increasingly digital world by connecting us with those inside and outside our community in new ways.

Infrastructure Support Ministries: Enable all ministries by providing infrastructure support in the areas of Finance, Trustees, Digital Ministry, Staff Parish Relations Committee, Leadership Team, Staff, Nominations, and Strategic Planning.

- **Engage – Barb Roach**
 - Barb reported that The Aldersgate T-shirt Sales are going well- she encouraged all group leaders to promote the T-shirt sales amongst their teams- our goal is for all Aldersgate

members to have a T-shirt or Polo to wear around town as well as at group events here at the Church. The T-shirts are \$15 and the Polo Shirts are \$25.

- Fresh Expression events are happening monthly- There was a prayer walk this past Friday at Dykes Marsh park, a Frolic and Fellowship at Grist Mill Dog park and a terrific Bikes and Bibles ride this past Sunday to Mason Neck park. In June there will be two “mash-up” events. On June 4th our Bibles and Bibles team will meet up with Elaine and the Children’s ministry group as they have a meet and greet with bikes at the park from 3-5 pm. And our June Prayer walk will incorporate our Frolic and Fellowship friends as we welcome those with dogs to come along for the nature walk in Ft. Hunt Park.
- And finally- our plans are moving along for our Community Picnic, - to be held following our 11:00 service on July 23rd. There will be music (from Aldersgate’s own- Jeff Long’s band, family games and races and the food will be pot-luck (with signs up to be on-line and in person (approximately 3 weeks prior to the event) . It will be a great opportunity to wear those new Aldersgate T-shirts!! Please plan to attend.

- **Connect – Connections, John Driscoll and Christine McElwain**
 - JD Report:
 - Welcome Bags: We’ve been handing out a number of bags during services. I checked the welcome bag supplies. We’re in good shape on mugs, green grocery bags, candy, and the white paper bags. I’ll check the supply status again in a few weeks.
 - Connect Team May Meeting: We discussed the draft plan for the mentorship program. We’re going to set up a meeting with Pastor Jon to go over the details and logistics.
 - Signup genius pages: The volunteer pages are extended to the end of September
 - Christine Report:
 - The fellowship time is going well. We’ve had some interesting events since we’ve met last. People are starting to use fellowship time to promote events more.
 - I’d like to thank Meditation Group for helping with clean up lately. Any other groups that are able to help are of course more than welcome.
 - I’ve changed to donut 🍩 holes lately for simplicity. Plus who doesn’t love a donut hole.
 - Hoping to have a nice low key summer to give the 3 dedicated volunteers a break.

- **Connect – Worship, Steve Larkin**
 - Over the past year worship has undergone a number of changes to adjust to the new post-covid environment. Following the Serve Sunday attendance of 283, weekly in person attendance has stabilized at 220. The very nature of volunteering has changed compared to pre-covid times. 163 volunteers are divided roughly equally between ushers, lay readers and communion servers.
 - Our worship volunteers did an outstanding job during Holy Week. Our challenge will be to keep momentum going through the summer and into the fall.

- **Equip – Education, Sue Kane**
 - Equip Ministries is continuing to work in the lives of the congregation. Ann and John Nelson have completed their third Disciple’s Path class, and they have already planned classes for the fall and winter. Ann and John have also been sharing leadership with Diane Barbe. The scripture lessons for the Creation Care sermon series have been shared with the congregation through the newsletter and through social media (#scriptureSaturday), to allow members of the congregation to participate in this study, even if they are not in a class. The House Church ministry has continued to be robust. The Equip Ministries team is in the process of developing a new MAP that will support current ministry areas while continuing to explore potential new offerings.

- **Send – Mission & Service, Julie Pfister & Claire Woods**
 - Julie’s Report:

- **Hope Grows** - Rising Hope's new initiative to grow plants from seedlings and provide plants to their community, thus increasing accessibility to fresh produce, and to use produce during their weekly lunches. They will also have an educational component for their community. We sold tomato plants and spinach and raised (Lorrie should have an updated figure to report) There will next be herbs to sell. This is a new project so we welcome any suggestions who may be able to serve as our ***point of contact*** on this...Ongoing and evolving. We definitely need to make sure that if this an ongoing proposition that the congregation and even the community know.
- **UWF prayer breakfast** was held on Saturday May 20... I'm sure Lorrie will have a wonderful report to give!
- **June mission focus will be Phoenix Rising**. There are a good number of volunteers who come out to make the sandwiches and the bagged lunches. We could use additional volunteers to deliver the lunches on the Friday evening after the meal-packing. However, just being completely frank here, we don't feel that this task is appropriate for everyone. It is delivering the meals along route 1 to group homes and to a motel. At night. I personally don't feel comfortable doing it myself alone. We could use an extra volunteer or two for this task, but it would have to be someone who is aware of and comfortable with the situation.
- We look forward to the arrival of **Missionary Helen Camarce** (Treasurer, unofficial co-country coordinator in Cambodia) arrives here on Sunday, June 18. She will give a mission minute during both worship services and then we are planning a luncheon following the 11:00 a.m. service where she will make a presentation about the mission in Cambodia. In between services we will need a hospitality table where Helen will be available to talk with folks and to hand out brochures to people who won't be attending the luncheon. Juanita is working hard on the details for all aspects of her visit :)
- We are in need of a **Point of Contact for MISSION trips** - not to necessarily plan the trips - Someone that will help communicate and provide information to Molly from mission contacts to the congregation ie. Reach out to Cory Culver to see about partnering with them next year for their White Mountain Apache mission trip. This is a new "position" so the job description is to be determined :)
- We are also in need of additional help for Sunday Lunches which we serve at Rising Hope to worshippers the second Sunday of each month! The UWF collected a love offering at the Prayer Breakfast and donated it to the Sunday luncheon account!!!!!! Amazing.
- Young Adults – Claire Woods
- **Youth Ministries – Joel Simpson – not present**
 - Andreas Barrett's Report:
 - Our recent collaboration with Rising Hope was a success. Several youth turned out to gather food for our community and this will be an ongoing part of how the Aldersgate youth live into their calling to be Christ's hands and feet. We also ate donuts. 😊
 - Youth band is ongoing and will be performing in worship on June 4 at 9:30. Other opportunities will be announced in the coming days.
 - Youth and (former) confirmands will have a party on June 4 to nurture relationships and underscore the power of faithfulness through fun.
 - The ALX Youth Co-op will have its first session (a bowling party) on June 11
- **UWF & UMM – Lorrie Rezendes & Ed Little**

- UWF Report: from Lorrie

The Women's Prayer Breakfast on SAT, MAY 20th was a huge success. REV. Karla Kincannon gave an awesome talk about "Forgiveness: Our Super Power." 58 women attended, two from District, 10 from Rising Hope, 6 from Woodlawn-Faith UMC, and the rest of Aldersgate. We took a love offering and raised \$724 fro Rising Hope.

We are now working with Juanita Csontos to make Helen Camarce visit, luncheon, and presentation on JUN 18th a huge success. A table will be set up for the next three coffee hours for people to sign up for the luncheon.

Creation Care Report:

Dave Mahlzhn and I weeded around the native trees and mulched them and they are all very healthy. I planted more native flowers around the sign in front and mulched them. The next project will be the area by the AC unit.

We are helping Rising Hope sell tomato and spinach plants and have raised \$398 so far to help their greenhouse project which has the tree overarching objectives:

- 1.) Provide plants directly to guest at reduced or free costs in order to increase access to the benefits of fresh produce especially via container gardening.
- 2.) Utilize the Greenhouse plants to help offset the costs of #1 while telling the story of RH and food insecurity along the corridor.
- 3.) Utilize produce during weekday lunches.

- **Day School Liaison – Barb Roach**

- The Day School reported that their spring Consignment sale was successful in raising \$6225 for the Day School. Fall registration is full for all Toddler I, Toddler II, Pre3s and 5-day Fours Classes. One or 2 spots remain in each of the other preschool classes. Kindergarten has 4 openings remaining.
- The last day of preschool is this Friday, 5/26. Bible Camp runs from 9-12 next week, 5/30 - 6/2 and Kindergarten graduation is at 1 pm on Friday, 6/2.

4. Church Work – Operations

- **Finance Update – Patricia Barron (Employee Retention Credit)**
- **Finance Report**

<u>Operating Budget</u>	<u>Apr'23</u>	<u>YTD</u>	<u>Apr'22</u>	<u>Budget</u>
Inflows:				
Pledged	\$ 75,172	\$ 306,785	\$ 309,240	\$1,000,000
Non-Pledged (includes additional)	\$ 31,526	\$ 141,453	\$ 109,893	\$ 505,700
Outflows				
Apportionments	\$ 13,200	\$ 56,100	\$ 47,900	\$ 192,960
Four Pillars	\$ 2,332	\$ 10,002	\$ 6,688	\$ 71,220
Infrastructure & Comm.	\$ 7,681	\$ 36,238	\$ 57,268	\$ 125,830
Trustees	\$ 31,241	\$ 174,726	\$ 133,149	\$ 464,700
SPRC	\$ 51,115	\$ 218,010	\$ 181,335	\$ 659,628

Net Flows (from report)**\$ 1,129****(\$ 47,555)****(\$ 19,738)**

(rounded)

Summary and Analysis:

Pledged giving dropped from last month by approximately \$19,000 , however, the same comparison occurred last year as well. It may be attributable to a one-time pledge each April. Non-pledged giving was consistent month-over-month.

Trustees' expenses dropped month-over-month, however, 38% of the budget has already been expended. This is explained by the repairs to the HVAC system and other repairs that were needed.

Extraordinary Expenditures:

	<u>Amount</u>	<u>Source</u>
HVAC Repair	\$7,315	Operating
Security System	\$13,375	Gifts & Memorials - Restricted

Bank Balances (actual):

Atlantic Union Bank	\$234,081
Burke & Herbert Bank	\$230,792
Bank of America	\$ 75,895
(As of March 31, 2023)	

Comments and Notes

Employee Retention Tax Credit application is in process of completion for submission.

Mortgage May has reached \$37,322 in contributions.

The annual audit is expected to be completed by the end of May.

Account balances are within acceptable FDIC limits.

Preparation of the 2024 Annual Budget will begin in August/September (reminder)

- **Trustee Update – Hank Henderson & Lindsay Moses (Facilities update to include Sanctuary Lighting)**

- Lindsay's Report:

AGENDA: 5/12/22 – updated as of 5/19/23

1. **PROJECT: Capital Lighting Project**

- a. Adjusting stage lights
- b. Remaining two lights on backorder
- c. Lighting controls reset

2. **PROJECT: 3rd Floor Storage Cleanouts**

- a. Ed kicked off announcement at 4/18 leadership mtg – **Mens and Womens groups done, Day School done, Ed coordinating with ACCT**
- b. Trustees storage cage cleaning day – **Friday 5/26 post Facilities/Trustees meeting**
 - i. **Digitization/organization of plans**

3. Church

a. Repairs & Maintenance

- i. Wesley kitchen ice machine repair and coil clean – Tony contacting vendors
- ii. Sand pit cleanout – scheduling with Dominion, estimate \$3k
- iii. HVAC – need operation status and current plan to address issues
 1. (outside) Wesley Hall leak – ABM error was cause, ABM to correct
 2. Pipe failures due to heat stress – proposal executed for pipes leading to Founders and inside boiler room; pipeline to Wesley proposal still in progress; **scheduled**
 3. Boiler expansion tank – purchasing gauge to further study
 4. Full property condition report – in progress with ABM
 - a. Possible compensation from Perry Aire
- iv. **Roofing repairs**
 1. **Over Wesley kitchen - scheduling**
 2. Sanctuary roof tiles – scheduling
- v. Exterior landscaping supplemental work – Creation Care Team is drafting plan for mechanical yard clean up (scope and cost pending) and additional tress plantings (paid for by grant) – **Lindsay following up with Lorrie**
- vi. ~~Atrium and~~ Guback floor trim install
- vii. 2nd floor Shepard Hall restroom sink audits (noticeable sink issues – recommend full audit on bathrooms)
- viii. Reidy Landscape reduced contract – proposal pending
- ix. ~~JCI fire control and backflow preventer test – scheduled for 5/15~~
- x. ~~Wesley hall kitchen oven repair – Tony scheduling proposal to fix~~

b. Administration

- i. **Growing Lives Capital Campaign – Ed & Jayne to determine balance for facilities so this group can plan accordingly**
- ii. **Electronic, paint, bulb, etc recycling – Lindsay to dispose of materials once Tony collects**
- iii. ~~Preventative Maintenance schedule updating~~
- iv. ~~Contract and COI tracking summary document updating~~
- v. Facilities Security plan - drafting
- vi. Facilities Use Agreement w/ Child Protection Policy– 3/6 edits returned to group by Lindsay; 3/16 JD returned comments (*Jill*)
- vii. Fitness waiver – 3/6 edits returned to group by Lindsay; 3/16 JD returned comments (*Jill*)
- viii. Facilities booking process and ACCT/Day School – kick off conversations internally (*Jill*)
 1. Add to discussion above-standard services costs
- ix. Parsonage audits per district – **walk throughs completed April 24; paperwork in progress**

c. Misc

- i. Kwame – Kwame requested increase in pay (Trustees declined); **confirmed schedule and scope of work needed**
- ii. Handyman
 1. 90 day trial in progress with JMC Service LLC
 2. Scope review – in progress

4. Collingwood Parsonage

a. Repairs & Maintenance

- i. **Hot water heater replacement – 5/18 issue identified; Tony & Sean coordinating work**
- ii. ~~Microwave mount~~

- iii. Air filter swap – supplies on order

5. Anesbury Parsonage

- a. Repairs & Maintenance
 - i. HVAC boiler work – ME Flow repair scheduled for 5/19
 - ii. Oven burner repair – Tony gaining proposal for repair; appliance replacement in consideration if repair is too expensive
 - iii. Main floor running toilet – 5/17 issue identified; Tony coordinating handyman
 - iv. Pressure Washing – coordinating with volunteers.
 - v. Dining room ceiling repair– proposal in review from Rick's (\$1,270); **caulking in house prior to paint**
 - ~~vi. Closet repair – in house repair~~
 - ~~vii. Front entrance door – proposal by Rick's pending~~

6. Future Projects/2024 Planning

- a. MEP
 - i. ARC/ABM closed loop water system flush
 - ii. Overhead door preventative maintenance for interior roller doors
 - iii. Fire Life Safety Monitoring bidding
- b. Cleaning
 - i. Janitorial Contract & Supplies bidding – Lindsay to bid when current scope provided
 - ii. Window washing
 - iii. Façade washing
- c. CapEx
 - i. Exterior steeple lights not working – DACO proposal pending
 - ii. Solar panel project re-investigation
 - iii. Roof replacement plan – map with corresponding proposals in progress (*Tony*)
 - iv. Flooring replacement
 - 1. Guback – CCA provided several proposals which were shared as of 1/9
 - 2. School hallway – CCA provided several proposals which were shared as of 1/9
- d. Security
 - i. Additional security cameras
 - ii. Internal access control
 - iii. Hard key reconciliation
- e. Grounds/Landscaping
 - i. Green weaving through mechanical fence
- f. Misc.
 - i. Projects
 - 1. Workshop setup (room outside Elaine's office)
 - 2. 3rd floor cleanup
 - 3. Ceiling tile replacement to new standard

- Leadership Mtg is Tuesday 5/22
- Tony, Jill, and Trustees to meet bi-weekly in person – Next meeting Friday 5/24 @ 11am
- NOTE: Work Process Flow: *This Group>Patricia>Paul/Randy*

• Executive Director Update – Jill Cox

- Report from Jill Cox:
- Finance: working with Jane & Patricia on ERTC Application and Requirements, Accounts Payable, Cost Analysis and Trends
- Facilities: working with Tony to try to find solutions to the HVAC issues, repair issues left behind by damaged HVAC system. Meeting with Trustees to work through list of repairs and maintenance.

- Working with cleaning crew and setup team for building cleanliness and room setups.
- Reception: working with Christine to complete print out of weekly bulletins and funerals, Facility Scheduler and communication through Setup Book, manage office email mailbox, resource equipment and office supplies, worship attendance and e-newsletter contacts list.
- Digital Ministry: working with Molly on promotion of all event to include a new upcoming Events Card slotted for bulletin June 11th (Graduation Sunday), weekly e-newsletter and distribution, slide deck and script for Community Time in addition to Pre-Worship slideshow, lineup of social media and lawn sign postings digital and banner, flyers, etc.
- In addition to working with Jane in Finance, Tony in Facilities, Molly in Digital Ministry and Christine in Reception I have been working on the following:
 - Funeral Announcements and assistance during services
 - Ordering items for Sacristy
 - Staff Meetings: put together agendas with Pastors and communication to staff – 2 per month
 - On Boarding New Music Director, Kevin Lackie and Seminary Intern, Melody Dillon
 - Working with Strategic Planning team w/ RAD session
 - Updated the Employee Handbook and reviewed it with the new SPRC Sub Team at orientation.
 - Beginning to plan updated Leadership Team Manual for Orientation on June 13
 - Beginning to work with Leadership Summit Planning Team for Summit on July 23
 - Trying to find solutions to ongoing HVAC issues and why not resolved.
 - Beginning to plan 18 Month Calendar meeting with Staff for 2023-2024
 - Management of Columbarium Plaque Ordering and Niche Purchases
 - Attended Quarterly Finance and Endowment Meetings
 - Updated Organist Position followed by new Job Postings
 - In Process with Parsonage Reviews and Submissions for 2023 to District
 - Oversee Security Systems and IT
 - Continuing to work with outside agencies that want to rent space for cost
 - Updating Nominations Packet w/ MAP information 2024-2025
 - Handle Management of Realm Administration
 - Working on resolving banking online access issues

5. Pastor Updates – Jon Poarch & Randy Orndorff

- Senior Pastor Randy Orndorff Report:
- Thanks to all for all each one of you do to help carry on the mission and ministry of Aldersgate UMC. Our Nominations portion-Church Conference- to open our meeting went well and I am grateful for those moving off Leadership team and for their service and our 8 new members moving on. See the Church Conference Minutes from May 23.
- During the month of May we will have added 24 new members to include a confirmation class of 18 with 2 baptisms. Thanks to Molly Johnson for her leadership.
- We welcome Melody Dillon as our intern for the next 4 weeks. One class she is offering is Soul Space on Tuesday evenings at 7pm in the Guback center . all are invited 14 years and up. You can find more information in our newsletter and webpage. Melody isa seminary student at Virginia Theological Seminary.
- We are in the middle of our Creation Care sermon series with 3 weeks remaining. We were glad to have Sue Kane share the Mother’s Day message and confirmation Sunday May 21st. Pentecost is May 28th. Wear red! Our Summer Sermon Series is called Who Am I? We will take a 9 week look at using the Enneagram to better understand ourselves, our relationship with God and others.
- Our Social Justice team has met and there will be a Juneteenth event we can participate in at Gum Springs this year with a parade, music and vendors on Saturday June 17th. Woodlawn Faith will have a food booth. Our Social Justice team has been informed. We also hope to have Pastor Clyde with us on August 13th as part of our pulpit exchange.
- This year’s Annual Conference is in Roanoke, June 14-17th. Pastor Jon will actually be being Ordained an Elder on that same Saturday as the Juneteenth event. We are working on providing the congregation link so they can watch the ordination service if they like. Paul Amos and Patricia

Barron are our Church delegates to Annual Conference. Steve Larkin and Janet Hedrick will also be part as District Delegates. Paul will be taking a \$500 love offering from the church that will go towards the Annual conference offering.

- We are planning for our new Leadership Team members orientation on Tuesday June 13th at 7pm in person in the library. Paul Amos, Jill Cox and Pastor Jon and I will be part of the training that evening. Jill is putting together our updated/new Leadership team manual.
- We will be recognizing our HS and College graduates on Sunday June 11th and presenting scholarship at both services from our Endowment team to 11 college or soon to be college students. 6 will be Freshmen.
- General Conference will be held in April of 2024. We will keep the congregation informed as Pastor Jon and I know more.
- Again thanks for all each of you do.

- Pastor Jon's Report:
House Church:
 - May 10 was the first time we had House Church and I was away. Andreas helped to lead the teaching portion while Paul Amos and others helped with logistics. It is encouraging to see new leaders step up and we're continuing to invite others to lead by hosting, teaching, through music, and childcare.
 - We are beginning to more actively discuss multiplying the group to have two House Churches in September. This expansion will hopefully allow us to reach more people and help with logistics as we often have 20-30 adults and children in one home.

Fresh Expressions:

- This month, all Fresh Expressions leaders got to lead solo without my help. This was done to allow for continued ownership and encouragement of new leaders.
- Bikes and Bibles had a successful ride to Mason Neck.
- The Prayer Walks were meaningful and full of God's Creation on May 7 and May 19.
- Frolic and Fellowship is looking to combine efforts with the Prayer Walks as we're not seeing the fruits of connection like we had hoped. We'll share more details as we continue to adapt.
- We are looking at a potential Fresh Expressions training date in July.

Creation Care

- The Holy Ground Creation Care Sermon Series has been very fruitful and given the Creation Care Team some new opportunities to lead by connecting with others during Fellowship Time.

6. Closed Session

- Staff Parish Relations Committee update – Leah Matthews (*Update on Organist position, Pastor Evaluations, expanded SPRC, updated employee manual*)

7. Future dates and closing prayer:

- June 13, 2023, New Leadership Team member orientation, 7 p.m. in the Library
- June 14 – 17 2023, Virginia Annual Conference in Roanoke, VA
- June 20, 2023, Leadership Team Meeting, 7 p.m., chapter 16 of The Wesley Challenge
- July 9, 2023, Leadership Summit, 7 p.m. in the Guback Center
- July 18, 2023, Leadership Team Meeting, 7 p.m., chapter 17 of The Wesley Challenge
- Aug 15, 2023, Leadership Team Meeting, 7 p.m., chapter 18 of The Wesley Challenge
- Sep 19, 2023, Leadership Team Meeting, 7 p.m., chapter 19 of The Wesley Challenge

AUMC Values – Joyous, Risk-Taking, Welcoming, Faithful, and Generous