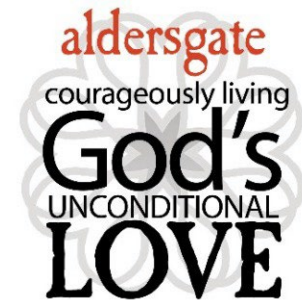


Aldersgate United Methodist Church

December 12, 2023; 7 p.m.

In person room 202



Present: Leah Matthews, Melody Dillon, John Driscoll, Sandra Gehring, Debbie Farson, Paul Amos, Randy Orndorff, Jon Poarch, Steve Larkin, Sue Kane, Lindsay Moses & Jill Cox

1. Welcome, Comments, and Opening Prayer – Paul Amos
2. The Wesley Challenge Book Chapter 21 – Jon
3. Work of the Church – Ministries
 - Strategic Plan Update – Debbie Farson and John McRae (*Leadership Summit Prep*)
 - In Jan. 2024, we will sign an agreement with SLI for Ideal Curtis to continue strategic planning coaching with us for another year. Total is \$4,000, which does not include her travel expenses to come here 2 - 3 times per year. This total is about \$500 lower than expected.
 - Please mark your calendars for the 2/4/24 Leadership Summit. It will start with lunch at noon and run until 4pm. Focus will be "How are we becoming leaders who courageously share God's unconditional love?" Invite your teams and others you would like to join your teams. Consider responses to Time and Talent cards when looking for people to invite.
 - The emphasis these last few months has been on communication. The staff has done a terrific job taking suggestions on enhanced communication and making them happen. Examples - - Handouts with bulletins that list upcoming events, messaging that explains engage/connect/equip/send, greater visibility of our mission to courageously share God's unconditional love.
 - Engage – Barb Roach and Joe Salucci (*Results of the Fall Festival & Caroling on the Corner*)
 - The Engage team wound down the year with two final Fresh Expressions and Our December Caroling on the Corner event on Dec 3rd.
 - The last two Fresh Expressions of the year were both very well attended. We had a final S'mores and Scriptures led by Pastor Jon on November 13th which brought out around 14 people including several friends and neighbors of Aldersgate members.
 - And then on November 15th, Leah hosted our first ever Pickleball fresh Expression to which over a dozen folks came out and were given a one-hour lesson and another hour of playing time at Collingwood park. It was so successful that there is talk of holding this event monthly in the winter as long as the weather cooperates.
 - On December 3rd, Caroling on the Corner was led and hosted by Noelle Salucci and she did a wonderful job even as we had to pivot and move the event indoors when the rain and mist made it too damp to hold outside. Founders Hall slowly filled to capacity as around 75 church and community members gathered for fellowship, scripture readings and caroling followed up with Hot Cocoa and cookies. Thank you to all who participated, helped with set up and breakdown or who attended and brought a friend or neighbor. It was a wonderful

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way to kick off the Advent season.

- The final Engage event of the year is the live Nativity Animals who will once again be with us on Christmas Eve. Patricia Barron and Carol Brown will be hosting this event (on the Front lawn if the weather is nice and under the Awning by door 3 if it is raining.) We are working on lighting the area on the front lawn better than it has been in the past for this event.
- Pastor Jon, and the Engage team leads will be meeting next week to work on our calendar for 2024- if anyone on the leadership team is interested in hosting a Fresh Expression event next year- we are always looking for new ways to gather in Christ's name and bring folks together for learning, fellowship and fun. Please let Barb, Joe or Pastor Jon know what you might be interested in teaching or leading.
- Connect – Connections, John Driscoll and Christine McElwain (*Deck the Hall Feedback*)
 - Welcome Bags: The new green bags are in. We're in good shape regarding supplies.
 - Church Christmas Decorating: Decorating went well. We had a good volunteer turnout and the Church looks great. January 7 will be Un-Deck the Halls. I'll be setting up a signup genius page with instructions for volunteers. I hope to have this done in about a week or less.
 - Christmas Services: We are still looking for volunteers for usher and communion servers. Steve, myself and the worship team are finalizing instructions for volunteers. We'll send those out by email.
 - Signup Genius Pages: Ushers, Communion Servers, Lay Readers, Fellowship Time pages are up to date.
- Connect – Worship, Steve Larkin and Dave Halladay (*Advent Preparation*)
 - Weekly worship attendance for November averaged 220. Recruiting volunteers continues to be a problem. For Christmas Eve, 3,5, 7 and 9:00PM worship leads have been identified. They will be responsible for checking volunteers in and directing them to their assignments. We are short one sanctuary ushers and two ushers and three communion servers for Founders Hall. Emails have been sent to the usher and communion server volunteer list.
- Equip – Education, Sue Kane and Leslie Belcher
 - Two more groups completed the Disciple's Path class, under the leadership of Ann and John Nelson (9:30) and Diane Barbe and Leslie Belcher (11:00). Another class is already filling up for 9:30 Sundays, beginning January 7. The Advent study led by Sue Kane will be completed on December 17th. A new 12-week study, Invitation to the Book of John, will be offered by Jeff Long at the 9:30 Sunday school hour beginning on January 28th, and a Lenten study, to be offered by Deborah Jones, is in the works. Additionally, a sermon series has been planned around the book Soul Feast, which may create an opportunity for a Church-wide study. House Church is continuing, with both the Tuesday and Wednesday groups having an average of 8 participants per meeting. New leaders and hosts are emerging from both groups. Although the Children's Ministry director is moving to another job, Children's Equip activities have already been laid out through the summer by the director and Pastor Jon. This will allow for excellent continuity in programming through the interviewing and hiring of a new director of Children's Ministry.
- Send – Mission & Service, Julie Pfister and Sandra Gehring
 - December mission focus - alternative giving
So far we have raised \$6,340 with additional \$\$ fyi add from online giving.
One week left - mention it in worship?! Online alternative giving will remain up through the month

Epiphany tree - Molly and Deborah are running it and I don't have any further details

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Looking for leads for
Sunday lunches at rising hope
Flood buckets
Alternative giving (December 2024)
Co- lead for Phoenix Rising

Next month is hypothermia shelter and winter clothing drive. Sandra can fill in details as she and Madison have been talking and helping Karen Latta

- Young Adults – Melody Dillon
- Youth Ministries – Andreas report
 - The Youth Christmas Party went very well on December 10. We had 20-25 kids and about four of those were new to the Youth ministry.
 - The Youth Open House continues to be strong with numbers regularly around 15. Many of these kids do not attend Aldersgate but come because friends have invited them.
 - The Youth Band will play at the 3:00 Christmas Eve Service.
 - We'll be having Youth Sunday on January 21 at both services with Andreas preaching, the Youth Band playing, and Youth participating in leading liturgy.
- UWF & UMM – Lorrie Rezendes (vacation/absent) & Ed Little
 - UMM. Dinner on Nov. 14 was enjoyed by 65 attendees and netted a profit of \$189. Next dinner is a combined UWF/UMM dinner in March.
- Day School Liaison – Barb Roach
 - The Day school is happy to report that this Fall's Consignment sale was its' most successful ever!
 - Dinner with Santa, held last week for Day School families, also became a successful fundraiser with the addition of the class Gift Baskets this year. The tickets for a chance at winning a gift basket (which you may have seen during Coffee Hour two weeks ago) were sold for several weeks and the winners were chosen and posted on Facebook last Friday. In addition to the many day school families who won a basket, Aldersgate's Ken Latta and Michelle Anderson also won a basket. Thank you for your support of both of these events- the monies earned will be used towards additional security measures within the building as well as increasing the teachers' salaries while only increasing tuition by 1.9%.
 - Beth also reported that mid-year, five new families have joined the day school and 3 of those five are currently without a church home. Two of the five stated that they are currently looking for a church home. Beth will be following up with names and information for Randy and Jon regarding these new families.

4. Church Work – Operations

- Finance Update – Patricia Barron – EOY not completed for November, early LT Meeting for month of December
- Trustee Update – Lindsay Moses and Sean Vermillion (*Update on Facilities & Boy Scout Agreement*)
 - Ed Little's Update:
 - Day School Increase Enrollment. I am working with Beth Bachmore to prepare a Special Permit Amendment to gain permission from Fairfax County to increase enrollment of the Day School from 150 to 200. If time permits I would like to

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provide some information on the Special Permit Amendment process as it dictates the rules by which we operate as a church in this residential zoning area.

- Boy Scouts. Ken Latta reports continuing efforts to select insurance and transfer title for the trailers.
- Creation Care Team. We are working with the Faith Alliance for Climate Solutions (FACS) on developing strategies to improve energy conservation. The first activity will be an energy audit planned for the week of Dec 18th. This is an audit sponsored by Dominion Energy (our energy supplier) at no costs to us. A contractor working with Dominion, Honeywell, will do the audit.

Trustee Meeting Agenda: 12/8/23

1. FINANCE REVIEW

- a. Trustees Emergency Fund (unofficial title) – restricted accounts
 - i. (01-825600 - Gifts & Memorials) - Funded from funeral revenue; Trustees discretion confirmed
 - ii. Guback Endowment – Trustees request if funds needed for this area of the building
 - iii. Other funds – Patricia researching
- b. Faith Alliance for Climate Solutions grant – with Ed
- c. ERTC grant – expect by year end, administration TBD
- d. Security grant – with Finance Committee

2. PROJECT: Capital Lighting Project

- a. Equipment Installation – scheduling
 - i. Remaining two lights (priority) - received
 - ii. Hanging microphones (secondary) - reviewing
 - iii. Lift – scheduling post Tony completion of lift training
- b. Programming – to be completed after equipment installation

3. Facilities Partners

- a. Lawn sign sharing
- b. ACCT
 - i. Storage cleanout
 - ii. Additional revenue - ACCT events, installation of Love Offering
- c. Day School
 - i. Expansion of zoning to accommodate larger school size (increase revenue to school which would increase school donation, all with minimal impact) – w/ Ed to see through
 - ii. Review of security audit requests
- d. BSA – w/ Ed
 - i. Facilities policy and Certificate of insurance – BSA to provide
 - ii. Document exterior and interior storage use

4. Church Repairs and Maintenance

- a. Wesley Hall ceiling water leak in small back room – pipe replacement needed; ABM proposal in progress (no heat at Door 1 while repairs are pending)
- b. Trustees storage cleanout on 3rd floor
- c. Exterior water spigot repairs between doors 3 & 4 – proposal pending
- d. Kitchen leak – pending roofer inspection, ABM ruled out
- e. Sand pit inspection – repairs/maintenance as a result planned for 2024- \$8k estimated

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- f. HVAC
 - i. Founders kitchen inoperable ceiling unit – investigation and probable removal
 - ii. High temps in rooms between Guback and Day School – 11/6 ABM was called
 - iii. Guback pump leak – proposal pending
 - iv. HVAC wrap and insulation – investigating solutions
 - v. Relief valve piping to sanctuary hot water line repair – pending proposal
 - vi. Wesley Hall stage blower installation – expected in September - \$4k HOLD
 - vii. Water shutoff valve installation to be able to isolate chillers – pending proposal - \$\$\$ HOLD
 - viii. Full property condition report – Tony to schedule meeting for December with facilities team and Trustees
 - g. Door repair – Precision Door onsite 9/15, parts on order ofr door 5; door 8 TBD
 - h. Exterior steeple light repairs – Sean/Tony obtaining final proposal from DACO - \$5,500 approved, scheduling
 - i. Gutter cleaning (esp by playground) – Tony to schedule with handyman in October
 - j. Guback flooring replacement – Lindsay to engage Endowment (Joni Koons & John Pike) team to seek funds for update
 - k. Power washing
 - i. Parking lot curb painting – Tony to schedule volunteers to complete job
 - ii. Power washer repair – scheduling pickup
 - iii. Courtyard and sidewalks – Tony to schedule with volunteers
 - l. Landscaping
 - i. Snow removal prep – Sean/Lindsay bidding
 - ii. Creation Care Team
 - 1. Mechanical yard bed – spring '24 final plantings to be installed
 - 2. English ivy removal grant – unsuccessful
 - 3. Sanctuary front exterior bed drip hose and plant installation plan – Lindsay working with Lorrie to detail, spring '24 estimated
 - m. Administration
 - i. Volunteer – Tony to provide comprehensive email to group
 - ii. Roof map updating – Lindsay updating
 - iii. Preventative Maintenance schedule updating – with Lindsay
 - iv. Contract and COI tracking summary document updating – with Lindsay
 - 1. Janitorial bidding - K&S and CleanNet
 - v. Facilities Security plan
 - vi. Blueprint digitization
- 5. Collingwood Parsonage Repairs and Maintenance**
- a. Garage door weather stripping - Tony to schedule with handyman
 - b. Front porch refinishing – Tony to coordinate with volunteers
 - c. Backyard steps installation – Tony to coordinate with volunteers; Randy discretionary funds
 - d. Back deck stair repairs – Tony to coordinate with volunteers; Randy discretionary fund
- 6. Anesbury Parsonage Repairs and Maintenance**
- a. Washing machine repair/replacement
 - b. Oven burner repair – expected replacement in 2024
 - c. Bathroom caulking – Tony to schedule with handyman
 - d. Dining room ceiling repair– Tony to schedule with painter
 - e. Storm window replacement – Tony to schedule with handyman

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- f. Exterior porch wood rot – Tony to schedule with handyman
 - g. Backyard deck/steps refinishing – Tony to coordinate with handyman
 - h. Front porch refinishing – Tony to coordinate with volunteers
 - i. Siding pressure washing – Tony to coordinate with handyman
- Executive Director Update – Jill Cox
 - I will be on vacation starting Tuesday, December 26th, 2023 through Sunday, January 7th, 2024
 - Lots of prep work for when I am out with bulletins, community time & pre-worship slide decks & newsletters
 - Working on bulletins for upcoming worship services to include Christmas Eve Sunday 10 AM, 4 Christmas Eve Candle Light, 10 NY Eve & January 7th (out for vacation)
 - Community Time & Pre-Worship slide decks for Christmas Eve 10 am service & candle light services, NY Eve 10 am service & Jay 7th services
 - Upcoming E-Communications: Elaine’s Departure & Celebration, Merry Christmas, Happy NY, 4th Giving Letter, and Time & Talent
 - Preparation & Print Out of Time & Talent Cards
 - Poinsettias: Ordering, Prep of Form, Consolidation of Orders (with Jane), Presentation who ordered for 10 am bulletin on Christmas Eve (Molly)
 - Security for Christmas Eve Services: Arrangements with Blue Raven for Security Officers on site, Programming of Doors 1 & 3 for guests to arrive for services and locking in between once they’ve begun & Security Code access for Worship Team & Music Department
 - Final preparation of event cards for Christmas Eve bulletins that give our line up of upcoming events January - April. (Molly)
 - SPRC: Meetings about Director of Children’s Ministries, job description, posting of job, internal promotion of position to congregation
 - Elaine: Internal good-bye (Christine), Fellowship Time good-bye with special dessert and sending invite to Children’s Ministry distribution list.
 - Finance/Stewardship-Collecting of pledges and keeping this marketed to be top of mind during our campaign until Christmas, keeping congregation informed of progress through Community Time, website and newsletter.
 - Facilities: working on getting signage together for Christmas Eve services so people know which doors they can enter (Tony), Power Washing of exterior of building to include front by door 1 and Day School by door 5, finishing touches on water fountain install, recovery from disastrous leak again outside Wesley/Lobby causing no heat in Wesley
 - Developing contract with StringsTime for 3 weeks of upcoming camps at AUMC this summer in which they will be renting several rooms from us for their event
 - Preliminary Meeting for Leadership Summit – February 4th.
 - Reflecting on what we’ve done well in 2023 to continue, what to develop more in 2024 and goals for the upcoming year.
- Stewardship Report – Randy
 - For Stewardship, Thanks to Mark Easton for his stellar work and with his team on stewardship- Mark received an applause at the meeting- We are at 161 commitments coming in at \$875,034. We are closing in on our goal of 200 commitments at \$950,000. Calls continue to be made and followed up with. Three

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Simple Rules book has been given as a thank you to all who have committed.

5. Pastor Updates – Jon Poarch & Randy Orndorff

Randy:

First off, a big thank you to our LT members for the lovely Staff Christmas luncheon. Thanks to all who served and shared in the meal and Leah Matthews for organizing this for us.

The Christmas concert was fantastic with 150 in attendance. Sue Kane on the flute was my big surprise for December. Wonderful job Sue. Kevin, Doug and our choir did a great job.

We have had many new members and baptisms since our Church Conference in October, nearly every Sunday. People of all ages and many families and children.

We have had 6 funerals since the end of October and that has taken much time and energy, but we trust all those families felt God's love, care and comfort throughout.

Our Honduras team will meet again the first part of January. We currently have 16-18 people interested or planning on going.

Our Longest Night Service of Light is set for Thursday Dec 21st at 7pm. Judy Jurkowski and Chesney Simpson are leading this effort. We are inviting those who have lost loved ones this past year, Everyone is welcome who have any kind of lose that has caused grief and pain.

Jill is working on a number of E communications to include Merry Christmas n happy New year messages to our congregation from our Leadership team and staff.

Jon shared about our after Christmas series on the Sacraments. For Lent our focus will be on Feeding Your Soul. We'll use the resource Soul Feast

Jon:

House Church

- The two groups (Tuesday and Wednesday) are going well and finding their stride. New leaders continue to emerge. We're working on our 2024 schedule right now.

Time and Talent

- We will promote the Time and Talent cards as part of our stewardship campaign, January 7-21. It will conclude on January 21 with a blessing prayer of the cards. The Stewardship Team is set to help record responses that will be sent out to staff and Leadership Team members.

Worship Prep for Christmas Eve

- Steve mostly covered this in his report. We are expecting around 2000 people to attend our Christmas Eve services so it is taking a lot of preparations and logistics.

Fresh Expressions

- Pickleball event in November was a great success thanks to Leah and Bob who ran the clinic. We're looking forward to more opportunities in 2024.

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- We're exploring a partnership with Kingstowne Communion to do Theology on Tap (Pub Theology) starting in January at Port City Brewery. We'd likely do this once per month on a Monday evening.

Worship in January

- Transformed by Grace is set to begin January 7. We'll explore Wesleyan themes of grace including the sacraments and making disciples.
NOVA Training Day
- The Northern Virginia District is offering an awesome training day that I hope you'll consider joining in person at Floris UMC or online.
- I will be attending in-person and am glad to carpool. If you plan to attend online, let me know as they have team discounts.
- Here is the link for more information: <https://2024.novatrainyday.com/>

6. Closed Session

- Staff Parish Relations Committee update – Leah Matthews (*Back fill Elaine's Position, Results of the Staff Christmas Luncheon, and Performance Reviews*)

7. Future dates and closing prayer

- Jan 16, 2024 Leadership Team Meeting, 7 p.m., chapter 1 of Don't Look Back
- Feb 04, 2024, Leadership Summit, 1230 – 1700, Guback Center
- Feb 20, 2024 Leadership Team Meeting, 7 p.m., chapter 2 of Don't Look Back
- Mar 01 – Nominations process begins
- Mar 19, 2024 Leadership Team Meeting, 7 p.m., chapter 3 of Don't Look Back