



Aldersgate United Methodist Church Leadership Team Meeting Minutes

March 19, 2024; 7 p.m.
Zoom Leadership Team Call

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

Attending: Steve Larkin, Barb Roach, Ed Little, Leslie Belcher, Paul Amos, Dave Halladay, Christine McIlwain, Joe Salucci, Lorrie Rezendes, John Driscoll, Randy Orndorff, Jon Poarch & Jill Cox

1. Welcome, Comments, and Opening Prayer – Paul Amos
2. Don't Look Back Chapter 3 – Paul
3. Work of the Church – Ministries
 - Strategic Plan Update – Debbie Farson and John McRae
 - We have a lot of activity among the ministry and infrastructure teams implementing the ideas that came out of the Leadership Summit. Please encourage them to keep up that good work and remember to report out at the LT meetings in terms of team goals/strategies and where those stand.
 - Engage – Barb Roach and Joe Salucci
 - Engage is looking forward to a busy spring beginning this Saturday with our Fresh Expression Prayer walk which will be at Huntley Meadows Park at 5:30 pm
 - On Easter Sunday be sure to stop by and get a picture of your family in front of our Easter Backdrop - there will be a teen volunteer to help use your phone to capture Easter Photos.
 - In April we are looking forward to a Pierogi making Fresh Expression as well as a new Pub Theology Fresh Expression to be held on 429 at Chalkboard BBQ and hosted by Jon and Kingstown Communion.
 - Our two biggest Engage events are the Father Daughter dance to be held on Saturday 5/8 and the Jump into Summer Community picnic to be held on 6/2. We will need lots of Aldersgate support from congregants to host these exciting events for our community. Stay tuned to see how you can help.
 - Barb then brought up the question of alternative ways that people could purchase items or pay entrance fees at community events. Realm of course is an option, but can be cumbersome for people not already in our congregation. Square and setting up a Venmo account were also discussed as possible options to look into.
 - Connect – Connections, John Driscoll and Christine McElwain
 - Connect Team Meeting: We had our meeting on March 10th. Many thanks to Steve Larkin for hosting and providing delicious food.
 - Mentorship Program: The Connect Team is suspending the mentorship program due to lack of interest. Only one family has signed up as a mentee. Only a couple of people signed up as mentors.
 - Pizza with the Pastors: The Connect Team suggested that we hand out information packets to families at Pizza with the Pastors. The packets would provide information on the

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different ministry areas in the Church. Pastor Jon said Jill & Molly created a QR code card with this information, so we could use that instead.

- Signup Genius Pages: JD will review and update the pages accordingly for Ushers, Communion Servers, Lay Readers, Fellowship Time.
- Connect – Worship, Steve Larkin and Dave Halladay
 - At 223, weekly worship attendance was down marginally from the previous month.
 - Holy Week worship volunteer slots are filled with the exception of Easter Sunday Communion Servers. Two requests have been sent to the Realm Communion Server list
 - Easter Sunday worship leads are: Steve Larkin, Sunrise; John Driscoll, 9:30 and John Pike, 11:00.
 - Emails have been sent to the Realm Worship Volunteer list requesting help for April and May.
- Equip – Education, Sue Kane and Leslie Belcher
 - Sunday school classes and other small groups continued to meet as scheduled. Jeff Long's short-term study "Invitation to John" is almost complete, as is Deborah and Will Jones' Lenten Hymn study. The Christian Meditation class has been studying the book Soul Feast in conjunction with the sermon series based on that book. Children's Ministry has also been going strong, thanks to Melody Dillon, and we have successfully filled the part-time Children's Ministry Director position. Lisa Lee is beginning to shadow Melody and will be set to take over the Director position as Melody completes her interim duties in May. Finally, Equip Ministries has compiled informational material regarding the upcoming General Conference. This material will be made available on the church website. It was developed in conjunction with the pastors and staff.
 - Lisa's Report: As the new director of our children, I am continuing my onboarding with the help of Pastor Jon and our Intern, Melody. I plan to fulfill my duties as a teacher's aid with the Aldersgate Day School until the end of May, and then fully take on the responsibilities of this role. In the meantime, the Aldersgate Children's Ministry is continuing to engage and connect with our children by providing a variety of opportunities.
 - We hosted a Crafty Kids event Sunday afternoon with an attendance of 22 kids.
 - We have a "King's Kids" Worship Dance event planned for the morning of Palm Sunday during the Sunday school hour
 - We have equipped parents with a week of daily bible verses and lessons to do at home with kids for Holy Week
 - We are planning a "Jesus Rocks" prayer rock painting event for our children on April 7th.
 - We have a May 19th Godly Play "Planting the Seed" event with the hopes of collaborating with our youth group for pot painting and seed planting afterward
 - We are also looking forward to a fun-filled Vacation Bible School this summer and are in the initial planning stages. July 29th—Aug 1st is our target week for this
 - Thank you all for your support and encouragement as I begin this exciting journey!
- Send – Mission & Service, Julie Pfister and Sandra Gehring
- Young Adults – Melody Dillon
- Youth Ministries – Andreas' report
 - The Aldersgate Youth Ministry continues to thrive through its ongoing commitment to spiritual growth and public service. In February, youth group members spearheaded a wildly successful Shrove Tuesday pancake dinner, raising a financial gift of over \$1300 for

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Provision Church. With Sean Vermillion taking the lead, our youth decorated, cooked, served, and cleaned, and plans are already underway for other, similar opportunities to engage in outreach that is both substantive and engaging. More recently, a team of Aldersgate youth met with peers from St. Aidan's Episcopal and Franconia UMC to broaden social horizons and learn what it means to use a labyrinth as a spiritual practice mechanism. Additionally, several youth went to Maryland last Friday to hear Rend Collective Experiment at the Church at Severn Run. It was an incredible evening of fun-filled worship, singing, and dancing! On April 7, the youth band will do its part to represent Aldersgate as part of our collaborative Serve Sunday worship time, a time of devotion shared by, among others, the entire Aldersgate music ministry and our friends at Woodlawn Faith UMC. Many exciting events are on the horizon—stay tuned as our youth continue to shine the light of Christ throughout our community!

- UWF & UMM – Lorrie Rezendes & Ed Little
 - UMM: the UMM/UWF dinner on March 12th was very successful. Speakers Jill Barker and Eric Goplerud gave us some interesting discussions on environmental issues and tips on how we can best take care of our own environment and assist in improving environmental justice. There were 78 attendees. The dinner made a profit of \$418.
 - UMM has distributed their total donations of \$11,000 for 2023.
 - The next UMM dinner will be on May 14th. Our own Bill Armstrong will be the speaker.
 - UMM will support the Community Summer Picnic on June 2nd by grilling hot dogs. We are looking for additional grills and cooks to help with this.
- Day School Liaison – Barb Roach
 - The Dayschool will ask current families, and next year all incoming families, if they would like to sign up to receive the Aldersgate newsletter for further connect them to their Day School's Host Church.
 - The Day school continues to work on adding security doors at entrance points to the church building.
 - The Day School consignment sale will be held the week of April 22nd.

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4. Church Work – Operations

- Finance Update – Jill Cox

Monthly Financial Synopsis	FEBRUARY 2024			
	MID Actual	YTD Actual	YTD Budget	Budget 2024
REVENUE				
Pledged	\$63,347.50	\$140,241.50	\$158,333.34	\$950,000.00
Non-Pledged	\$27,861.00	\$71,357.74	\$80,500.00	\$483,000.00
Add'l Revenue	\$3,268.78	\$9,046.78	\$6,625.02	\$39,750.00
Total Revenue	\$94,477.28	\$220,646.02	\$245,458.36	\$1,472,750.00
EXPENSES				
Apportionments	\$13,200.00	\$23,100.00	\$34,014.00	\$204,084.00
Engage	\$0.00	\$3.72	\$1,166.66	\$7,000.00
Connect	\$822.59	\$2,117.71	\$6,385.84	\$38,315.00
Equip	\$388.07	\$678.46	\$2,183.32	\$13,100.00
Send	\$0.00	\$244.98	\$441.68	\$2,650.00
Communications	\$769.56	\$1,740.25	\$2,512.50	\$15,075.00
Administration	\$10,262.43	\$22,195.85	\$19,649.18	\$117,895.00
Trustee	\$28,260.01	\$65,550.54	\$74,503.04	\$447,018.00
Personnel	\$55,693.07	\$121,339.86	\$112,737.88	\$676,427.31
Total Expenses	\$109,395.73	\$236,971.37	\$253,594.10	\$1,521,564.31
Net	-\$14,918.45	-\$16,325.35	-\$8,135.74	-\$48,814.31
SH Revenue Pledged	\$10,864.18	\$18,148.68	\$31,482.33	\$188,894.00
SH Revenue Non-Pledged	\$2,215.00	\$9,285.00		
SH Revenue Total	\$13,079.18	\$27,433.68		
SH Expenses	\$15,254.06	\$28,080.34		
SH Net	-\$2,174.88	-\$646.66		
Bank Balances				
AUB	\$184,811.63			
BoA	\$140,580.04			
B&H	\$234,644.29			
Total Bank Balances	\$560,035.96			
Other Assets/ Amortization Loan Costs	\$53,336.48			
Endowments	\$1,356,433.09			
Total Assets	\$1,969,805.53			

- Trustee Update – Sean Vermillion (*Update on Facilities & BSA Agreement*)
- **FINANCE REVIEW**
 - Trustees Emergency Fund (unofficial title) – restricted accounts
 - (01-825600 - Gifts & Memorials) - Funded from funeral revenue; Trustees discretion confirmed (Has been used for security issues in the past)
 - Guback Endowment – Trustees request if funds needed for this area of the building There are funds in the Endowment that can be used for Guback Center. This also pays for time share fees. Time share is managed by Endowment Committee and we need to approach them on the future plans of the time share. We should make decision in 2024. **Sean to schedule meeting with Endowment Committee**
 - Other funds – Patricia researching
 - Faith Alliance for Climate Solutions grant – with Ed,
 - HVAC duct inspection and sealing has been performed
 - Cooling tower inspection has been performed
 - Thermostats, waiting on possible recommendations

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- **Waiting on report about Carrier unit operations**
 - **Electrical/Lighting - waiting on next inspection**
 - ERTC grant – expect by year end, administration Everything has been submitted. Currently Government is dealing with a lot of fraud cases. Not sure anything will ever happen with this but will leave on agenda for now **Recommended we talk we Stork**
 - Security grant – Sent email with available grants **We need to check into this, may be an option for additional security concerns**
- **Facilities Partners**
 - Lawn sign sharing, need to look at installing another frame in future - Update on this item **Sean will put new frame together**
 - ACCT
 - Storage cleanout
 - Additional revenue - ACCT events, installation of Love Offering
 - Day School
 - 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 Ed has given Beth a rough draft of the Statement of Justification, waiting on Beth to respond. **We will need an affidavit from Randy**
 - Review of security audit requests Beth is looking for Architect to draw up the drawings, once she finds the person we will get back involved **Beth has had a contractor out to look at the installation of the new doors. We are waiting on proposal. Still need to coordinate connections to security system and fire alarm system.**
 - **We will require the new doors to be installed with door holders connected to the fire alarm system.**
 - BSA – w/ Ed
 - Facilities policy and Certificate of insurance – **Updated for 2024**
 - Document exterior and interior storage use
 - **We are still waiting on BSA to get insurance for trailers**
- **Church Repairs and Maintenance**
 - **We agree to install a lockset on the electrical room door to allow it to be opened from the exterior. Tony to schedule with Jay**
 - 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) **1st dressing room. This item is complete**
 - Trustees storage cleanout on 3rd floor **Ongoing**
 - Exterior water spigot repairs between doors 3 & 4 – proposal pending The valves are all off so spigots are not leaking, will revisit before spring, end of March **We need to schedule this soon. Tony and Sean to look at it first**
 - Roof Leak 3rd Floor – Update on roof inspection **Roof not leaking, we need to watch the roof at the top of stairway adjacent to elevator.**
 - Parking Lot Pavement/Water Update **Proposal to replacement pavements and repair water have come in with a range of \$240,000 to \$350,000. Another option would be to install a trench with pipe and gravel at the edge of the pavement/grass area and route it to the drainage system. The estimated cost for this would be \$12,000. We can approach the day school to see if they would be willing to cover half of the cost**

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- Parking Lot Paver repairs We need to pick up sand (4 bags) and have it spread out to stabilize pavers
- Parking Lot Lighting Several lights are out. Tony to order 6 fixtures (They come 3 to a pack). Lights by door 1 not working.
- HVAC
 - HVAC wrap and insulation – investigating solutions We will reevaluate when we switch from heat to ac
 - HVAC Evaluation, compare pipe replacement and repairs with new VRF systems. Waiting on input/proposals from ABM Proposals never received, moving to long term planning
 - Water shutoff valve installation to be able to isolate chillers – pending proposal - \$\$\$ This will be done in spring We still have not received proposal, Tony to follow up so we can make a decision on whether to proceed. Also proposal for filter installation
 - Full property condition report – Report provided, waiting on proposals to replace pipe that was not rated at high enough temperature and install VRF systems We still have not received proposal
 - Sanctuary HVAC Motor – Heat is out in the sanctuary, replacement of the motor will be scheduled. Complete
 - Water Treatment – Chemical drain and cleaned Feb 2021? Why is it still dirty? Need to follow up with ARC
 - Office areas still getting to hot. The problem could be in IVU system. We are looking for someone familiar with IVU or possibility of taking training
- Guback flooring replacement – Lindsay to engage Endowment (Joni Koons & John Pike) team to seek funds for update Move this item to long term goal after we verify funding possibilities. Would prefer hard floors instead of carpet.
- Power washing
 - Parking lot curb painting – Waiting on Quinn this spring
 - Courtyard and sidewalks – Tony to schedule with volunteers
- Landscaping
 - Creation Care Team
 - Sanctuary front exterior bed drip hose and plant installation plan – Lindsay working with Lorrie to detail, spring '24 estimated
- Conservation Landscaping – Lorrie leading, applying for grant
- 2nd Floor Bathrooms – Water pressure too high on sink faucets – Aerators replaced COMPLETED
- Tony has proposed installing post and chain along the parking lot where Lorrie has planted the new trees We decided to remove the barriers and see if parking adjacent to the trees is an issue before installing post and chain
- Door 8 Sunday Access vs relocating signs Door 8 will be programmed to allow access during Sunday service
- Kitchen Hood Suppression System Hydro Test – Maintenance Schedule shows due 2022 Check label for last test
- Kitchen hood cleaning – only clean main kitchen if needed. We can do in house inspection 1st
- Sprinkler Internal Obstruction Test Scheduled for 2026, Did we do this before – Is this required This only required after sufficient reason to suspect an obstruction may exist.

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Visual signs of corrosion or scaling of interior pipe (1/2 cup of scaling or more) are typical signs.

- Stanley Access – What are we getting for the yearly payment **We need to review contract to evaluate**
- AED battery and Pad replacement – scheduled for March 2023 **Handled by Judy**
- Boiler Inspection – Scheduled for March 2024 **Required by Hartford Insurance Annually**
- Elevator PM – TBD? **Waiting on inspection, need to verify the PM performed**
- Steeple Tightening – Did we do? **We had DACO Electric check the bolts and verify they were tight. Tony is in contact with a company that specializes in steeple maintenance and will schedule an inspection as soon as they are in our are**
- Administration
 - Volunteer – Tony to provide comprehensive email to group
 - Roof map updating – Updated,
 - Preventative Maintenance schedule updating –
 - Facilities Security plan Tony is working on this, he will see if the old PA system works or if he can use the phone system as a PA system
 - Blueprint digitization
- **Collingwood Parsonage Repairs and Maintenance**
 - Schedule April Inspection
 - Backyard steps installation – Tony to coordinate with volunteers; Randy discretionary funds We can move forward with this, Sean will schedule start date
 - Back deck stair repairs – Tony to coordinate with volunteers; Randy discretionary funds We can move forward with this, Sean will schedule start date
- **Anesbury Parsonage Repairs and Maintenance – All repairs will wait until after the inspection in April**
 - Schedule April Inspection
 - Storm window replacement – Tony to schedule with handyman
 - Exterior porch wood rot – Tony to schedule with handyman
 - Backyard deck/steps refinishing – Tony to coordinate with handyman
 - Front porch refinishing – Tony to coordinate with volunteers Partially complete
- Leadership Mtg is Tuesday 3/19
- Tony, Jill and Trustees (Sean, JD, Ed) to meet monthly in person – Next meeting Friday April 12 @ 11am
- Executive Director Update – Jill Cox
 - Focus: Leadership Summit Recap Communication, Communication of Serve Sunday, Communication of General Conference & Information for the Website, Life Stages Seminar Promotion, Access, IT Needs, Setup, Etc., Promotion of Faith Sharing Class, Nominations for LT, Lent Preparations: Lawn Banner, Invites to Easter Services, Event Card to give out at Easter Services, Website Updates for Various Ministry Groups, Employee Reviews, Ordering of Columbarium Plaques, Staff Retreat Preparation/Execution, Additional Signers, On-Boarding of Lisa Lee (Director of Children’s Ministries) and Callie McIlwain (Executive Assistant)
 - I am thankful to report that my husband, Jay, is recovering well from back surgery. He is definitely not 100% yet, but far better than being bedridden and can enjoy dinner sitting at the table. Huge improvement and so thankful! We appreciate all your prayers.

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- We had an amazing turn out for the Leadership Summit and we wanted to be sure this slide deck from last month was in the newsletter, sent to LT and on website for people to also have access to. I worked with Molly to accomplish many of these tasks.
- Working on getting the word out for Save the Date: Serve Sunday with only 1 service, extended Sunday School that day since our worship will go a little longer, setup of the event. Promotion of the Faith Sharing class and what it will be about.
- Have been working with Sue, Paul, Randy and Paul to glean what information we want on our website to let people know what it is about, educate themselves topics of discussion and how to register for after discussions. Worked with Molly to get this on our website and get information to help guide people through the newsletter.
- Life Stages Seminar had a lot of working parts. Worked with Diane Tollefson and Steve Larkin on final details, room setups, access and IT needs. They had an awesome turn out and were very well organized!
- Lots of Lent preparations with the design and ordering of a lawn banner, which ended up sadly getting ripped to shreds so we will be working with a different company and will look into having a back support (plywood) so that it more protected. Invite Cards for Easter – design these and get them in the bulletins several weeks before Easter so congregants can give them out to neighbors, friends, family, co-workers, etc. Also working on an Event Card that will be in our Easter Bulletins so people know what Adult, Family and Children activities we have coming up.
- Continuing to work on updates of the website for our Ministry Groups so they are more easily understandable and educational for those who take time to view our website.
- Have ordered and received the Columbarium Plaque for Deal Tompkins. Family will have a service in June.
- Worked and helped execute another wonderful Staff Retreat. My part was to talk about our Strategic Priorities and how it relates to our Discipleship Pathway with our different ministry groups (Engage, Connect, Equip & Send).
- Still working on finishing up getting additional signers on our bank accounts so that we have someone other than Ed and myself to sign checks. Since I approve all purchases/invoices we need someone else to be able to sign to checks so that I am not doing both tasks, which would not be a good financial practice.
- Onboarding of 2 new employees – Lisa Lee (Director of Children’s Ministries) and Callie McIlwain. Receipt of all their new hire paperwork, IT and workstation needs, building access and the introduction to platforms and programs they will need access to.
- I oversee the functions of Office Management, HR Onboarding/Hiring Panel, IT, Receptionist (Christine McElwain), Finance Department (Jane Kratovil), Facility Management (Tony Pittman) and Digital Ministry (Molly Johnson) which includes our newsletter, social media platforms, website, slide production for worship services and weekly bulletin production for worship services. I work closely with all Ministry Teams, Finance, Trustees and Endowment.

5. Pastor Updates – Jon Poarch & Randy Orndorff

Pastor Randy: The main areas for me to share are about first, Nominations. We have 4 initial interviews on Tuesday April 2 from 7-9pm. We will work to fill positions that are open and hope to have a Church Conference on Tuesday May 21st at 7pm followed by the LT meeting. I will make this request of our DS and hope to be able to preside as an Elder that evening. We are still looking for someone to be our Lay Leader after Paul Amos rolls off LT.

Second our Honduras team is forming nicely. We have 10 members. We will have a table at the Ministry

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Fair, hold a fund raiser luncheon on Sunday May 19th right after the 11am service focused on Mexican, Honduran style food- tacos etc. We'll look to commission the team on Sunday July 14 and be on the trip July 16-23. Want to drive us to the airport on July 16th and pick us up on July 23rd?

Then there are 4 funerals I am preparing for, Charlotte Rexrode, a founding member on March 25 and 3 in April.

Information for the General Conference- being held April 23- May 3 in Charlotte, NC, is about to go up on our webpage and we will inform everyone of this. We will have a 3-part Sermon series to prepare on The Three Simple Rules, inform everyone of the follow up Conference debrief by Zoom and hold a Town Hall for What's Next for Aldersgate? On Sunday May 19th at 6pm in Founders Hall. Please be prayerful and informed.

Worship services for Holy week and SERVE Sunday are moving along nicely and look forward to Holy Week, though I will be away Plam Sunday for our granddaughters Baptism.

Our next Pizza with the Pastors events are Sunday April 21st after worship in Wesley- trying a new time, and Monday May 13 at 6pm in Guback.

On a personal/family note- we will be celebrating Kelsey's 33rd birthday on May 4th at Riverton church in Front Royal where she grew up. We'll pack 100 flood buckets and 100 hygiene kits that day since she loved missions and order her favorite pizza from Melting Pot in Front Royal. It's a bit of a drive but that time of year is beautiful in the valley so come if you can. Her 33rd birthday is May 6th, but that's a tough day for people to attend anything so that's why we went with Saturday.

Thanks for all each of you do to support the mission and ministries of Aldersgate UMC.

Pastor Jon:

- Holy Saturday
 - Pastor Randy and I recorded a video that will be available via our Newsletter, Facebook, and YouTube. It is a brief devotional about Holy Saturday. We're curious to see what kind of engagement we get and we hope it helps people prepare for Easter.
- Baptisms/New Members
 - We're in an exciting stretch where we have a baptism and/or new members joining almost every Sunday from March 10 to May 5. Some of these folks are from the Disciples Path Class as well.
 - It's a great sign of fruitfulness.
- Pizza with the Pastors
 - We had our largest Pizza with the Pastors event since I've been here. We had 33 people on March 11, many of whom were children. We look forward to continuing to foster these connections and growth of the church.
- Faith Sharing Class
 - Pastor Randy and I are offering a Faith Sharing Class to continue to equip our congregation with the tools, knowledge, and confidence to share their faith with others.
 - The class will be April 8, 15, and 22 from 7:00-8:30 in Guback. Please email Randy if you plan to come so we can prepare materials for you.
- Flood Buckets
 - We plan to partner with Woodlawn-Faith for our fall flood bucket packing event. We're hoping to do 200 buckets this year, which would be 50 more than 2023. The tentative plan is to serve at Woodlawn and a time has not been set. The date will be September 29, 2024.
- Safe Sanctuary Training

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- The NOVA District is offer Safe Sanctuary training at Aldersgate on April 28 from 1:30-4:30 pm. This training is in regards to our Child Protection Policy. Our leads for Children, Youth, Scouts, and vulnerable adults have all been asked to attend and invite others.
- Registration Link: <https://www.cognitofrms.com/NoVaUMC2/SaferSanctuariesTraining>
- Ministry Fair
 - Many of our leads will be participating in the spring ministry fair on April 14 during Coffee Hour.
 - Please plan to print and work on your own materials for this.
 - If you need a table, please let Christine know ASAP as she'll be away starting April 5.
- Emmaus
 - We have the potential opportunity to host an Emmaus worship night and potluck on June 14. We are waiting to hear from the Emmaus community at Aldersgate to see if they can support this.

6. Closed Session

- Staff Parish Relations Committee update – Leah Matthews (*Hiring for the Children Ministry and Executive Assistant positions; status of performance reviews*)

7. Future dates and closing prayer:

- Apr 16, 2024 Leadership Team Meeting, 7 p.m., chapter 4 of Don't Look Back - Steve
- May 18, 2024 Town Hall (What's Next), 6 p.m., Founders Hall
- May 21, 2024 Church Conference (Nominations)/Leadership Team Meeting, 7 p.m., chapter 5 of Don't Look Back
- Jun 18, 2024 Leadership Team Meeting, 7 p.m., chapter 6 of Don't Look Back
- Jun 20 – 22 2024 Virginia Annual Conference
- July 16, 2024 Leadership Team Meeting, 7 p.m., chapter 7 of Don't Look Back