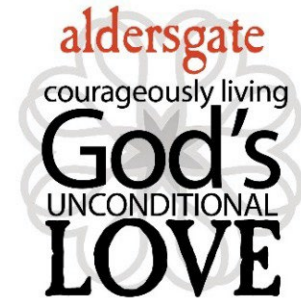


Aldersgate United Methodist Church Leadership Team Meeting Minutes

January 16, 2024; 7 p.m.
Zoom Leadership Team Call



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

Attending: Christine McElwain, Paul Amos, Ed Little, Patricia Barron, John McRae, John Driscoll, Steve Larkin, Sue Kane, Leah Matthews, Sean Vermillion, Dave Halladay, Lorrie Rezendes, Joe Salucci, Jill Cox, Randy Orndorff & Jon Poarch. Congregants: Joni Koons

1. Welcome, Comments, and Opening Prayer – Paul Amos
2. Don't Look Back Chapter 1 – Randy
3. Work of the Church – Ministries
 - Strategic Plan Update – Debbie Farson and John McRae (*Leadership Summit Prep*)
 - Feb 3rd- dinner at Famous Dave's at 6 pm with Ideal.
 - Basic leadership summit idea: a look back, a look at the present, and a look into the future. Theme= becoming confident and courageous leaders through change. Specifically, navigating the storms of life and the life of the church (UMC itself).
 - We'll celebrate successes with glory sightings, transition to a worship portion (volunteer)? Let Ideal lay the foundation, and that will conclude the first portion.
 - Then the learning section deals with who we are today. How we as individuals and as members of the UMC church see ourselves, what we prioritize, and a reiteration of our mission and values. Paul Amos will talk about UMC structure as a church, and this is also where we review our MAPS and conduct our periodic Reflect, Adjust, Do updates.
 - We'll wrap that up with a backbrief from the ministry teams and that will complete section two.
 - Finally, we want to ensure we are soliciting ideas and plans of action from all of the diverse backgrounds and experiences in the room, so we'll finish with breakout sessions that focus on three key questions:
 - Discussion Challenge 1 – Getting and developing ministry partners (volunteers);
 - 30 min
 - Discussion Challenge 2 - Financial Health; 30 min
 - Discussion Challenge 3 – Navigating 2024's unique challenges; 30 min
 - We will use these as a basis for our work in the coming months in 2024 because we know we'll get some good ideas that come out of those group discussions. Want to mention that we will be unbound by our specific groups, so SEND doesn't necessarily have to address these questions through their ministry lens. Want a broad assessment.
 - Engage – Barb Roach and Joe Salucci (*Lessons learned from live animals*)
 - Our last Engage event of 2024 was the Nativity Animals for Christmas Eve services. It was reported that the crowd for the Animals was larger than ever this year, and even though new Insurance requirements, had the Camel within a pen this year- the number

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of children approaching the camel seemed to be larger than ever!

- The Engage team leaders met with Pastor Jon to discuss the 2024 calendar and is excited to be adding some new events for both Fresh Expressions and Engage.
- This month we are holding a “Family Movie night” on Friday, February 2nd – we will be showing Sing2- an animated feature, in Founders Hall from 5:30- 7:30 pm. Pizza will be sold for \$2/slice and popcorn and water will be provided for free. (Joe and Noelle Salucci are our hosts for this event.) The Day School families will also be invited to this.
- We are also working on putting some winter dates on our Fresh Expression calendar- Pickleball in January and February (weather permitting) a Winter Prayer Walk (in February), and Pastor Jon is working on a Winter time Pub Theology meet up.
- On March 2nd Judy Jurkowski will be hosting a fun new Cooking Class-Fresh Expression- She will be teaching interested folks how to make Perogies in our Wesley Kitchen!
- Hosting a Fresh Expression event is as simple as thinking of something you do “better than most of us” or something you do “that brings you great joy” and then deciding to share that gift with a small group of interested people. If you would like to know more about hosting a Fresh Expression event you can always talk to Pastor Jon or Barb/Joe on Engage.
- Joe and I are hopeful that the time and talent surveys will bring some additional volunteers to our Engage team- it is a fun group with room for all to join and help out.
- Connect – Connections, John Driscoll and Christine McElwain (*Un-Deck the Hall Feedback*)
 - Un-Deck the Halls feedback
 - Things went smoothly and efficiently. We finished up in an hour and a half or less.
 - Wesley Hall decorations were already taken down so that saved some time.
 - We had about 10 to 12 volunteers inside. I’m not sure how many youths participated outside.
 - Next year, we probably could order fewer pizzas.
 - Created Signup Genius Pages for Holy Week and Easter for Ushers, Communion Servers and Lay Readers
 - The links will be added to the Church website and we’ll send out messages asking for volunteers.
- Mentorship Program
 - Not many people have signed up either as mentors or mentees.
 - I’m going to set up a Connect Team meeting and brainstorm participation ideas. Maybe the mentorship program could be incorporated into the new member class.
 - Hot cocoa bar still going well. We’ve had cookie donated lately so we haven’t had much cost on that.
 - Pizza with the pastors is coming up in Feb.
- Connect – Worship, Steve Larkin and Dave Halladay (*Lesson learned from Christmas Eve services*)
 - Weekly worship attendance for December averaged 220. Christmas Eve worship attendance was 1,550. We benefited from an excellent team of ushers and communion servers on Christmas Eve. Well in advance of Christmas Eve, we identified and communicated volunteer needs and the congregation stepped up. Each of our four services had a designated worship leader and maps identifying usher and communion server spots were given to each usher and communion server volunteer when they reported for the service.
 - Going forward, we are gaining more usher, reader and communion server

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volunteers. Applying the same early planning to Lent/Easter should put us in good shape.

- Equip – Education, Sue Kane and Leslie Belcher
 - We currently have two House Church groups meeting twice a month – one on Tuesday evenings and one on Wednesday evenings. We continue to have two adult Sunday school classes running, as well as two in-home Bible Study groups and the Christian Meditation class. The Disciple’s Path class will be available again in February. Depending on interest there will either be one class at 9:30 or one class at 9:30 and one at 11:00. AND we have a new class offering by a new leader! Jeff Long is offering a 12-week study during the 9:30 Sunday school hour entitled “Invitation to John”. Deborah Jones is also planning a Lenten study that will meet in her home on Sunday evenings. Soul Space continues to meet once a month, and a group of residents at the Fairfax is interested in starting a Bible study group there as well. Yay!
 - Children's ministry report:
 - We seem to be starting the year off well! Sunday School numbers maintained pretty steady even through the holidays and now at the beginning of the year. We had two new kids register for Sunday School this week and all the teachers and kids seem to be doing great. A Valentine's Day themed Crafty Kids is coming up on January 28, led by Noelle, and we're also planning to preschool/dayschool Valentine's party in February. Acolyte sign-ups seem to be a bit slow, but Melody has been sending reminders to the acolyte families. Melody reports that she is settling in and figuring out how to keep up all the great work Elaine has been doing!
- 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. 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
- Young Adults – Melody Dillon
- Youth Ministries – Andreas’ Barrett report
 - As the song says, Youth Group is alive and kicking. Our most recent activities have included a robust Christmas party, an end-of-year House Church event, and a performance by the Youth Band on Christmas Eve. The youth showed an eagerness to play that was heart-warming and underscored the growth potential of this wonderful group. Up next will be our first Youth Group meeting of the year—S'mores, Service, and Scripture—to be followed on January 21 by Youth Sunday. Our youth will be hands-on at both services, providing leadership across the board. Shrove Tuesday is also on the horizon and our youth will be revisiting the popular pancake dinner tradition as we prepare for Lent.
- Children’s Ministries – Melody Dillon
- UWF & UMM – Lorrie Rezendes & Ed Little
 - UWF: On their next big event which will be on TUES, FEB 13th from 10 am to 1:00pm, Heart Stuffing Event/Pizza Luncheon to follow. It will take place in Guback and all are welcome. A free will offering will be taken to offset the cost of the pizza.
 - UMM: 1. UMM is supporting Rising Hope Hypothermia cooking. UMM cooked food on

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January 9th and is scheduled to cook on January 30th. 2. Next church dinner is scheduled for Tuesday evening March 12th. This is a combined UWF/UMM dinner. Speaker has not yet been selected. Subject will be on Creation Care Team efforts including church energy conservation efforts.

- Day School Liaison – Barb Roach
 - Registration for the 24/25 school year is underway, waitlisted families will be notified in early February as to whether their child(ren) has/have been placed.
 - ~Staffing for the 24/25 school year begins next week.

4. Church Work – Operations

- Finance Update – Patricia Barron (*Approve 2024 Budget*)
- Trustee Update – Lindsay Moses and 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
 - Guback Endowment – Trustees request if funds needed for this area of the building
 - Other funds – Patricia researching
- Faith Alliance for Climate Solutions grant – with Ed
- ERTC grant – expect by year end, administration TBD
- Security grant – with Finance Committee

- **PROJECT: Capital Lighting Project**

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

- **Facilities Partners**

- Lawn sign sharing
- 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
 - Review of security audit requests
- BSA – w/ Ed
 - Facilities policy and Certificate of insurance – BSA to provide
 - Document exterior and interior storage use

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- **Church Repairs and Maintenance**
 - 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)
 - Trustees storage cleanout on 3rd floor
 - Exterior water spigot repairs between doors 3 & 4 – proposal pending
 - Kitchen leak – pending roofer inspection, ABM ruled out
 - Sand pit inspection – repairs/maintenance as a result planned for 2024- \$8k estimated
 - HVAC
 - Founders kitchen inoperable ceiling unit – investigation and probable removal
 - High temps in rooms between Guback and Day School – 11/6 ABM was called
 - Guback pump leak – proposal pending
 - HVAC wrap and insulation – investigating solutions
 - Relief valve piping to sanctuary hot water line repair – pending proposal
 - Wesley Hall stage blower installation – expected in September - \$4k HOLD
 - Water shutoff valve installation to be able to isolate chillers – pending proposal - \$\$\$ HOLD
 - Full property condition report – Tony to schedule meeting for December with facilities team and Trustees
 - Door repair – Precision Door onsite 9/15, parts on order ofr door 5; door 8 TBD
 - Exterior steeple light repairs – Sean/Tony obtaining final proposal from DACO - \$5,500 approved, scheduling
 - Gutter cleaning (esp by playground) – Tony to schedule with handyman in October
 - Guback flooring replacement – Lindsay to engage Endowment (Joni Koons & John Pike) team to seek funds for update
 - Power washing
 - Parking lot curb painting – Tony to schedule volunteers to complete job
 - Power washer repair – scheduling pickup
 - Courtyard and sidewalks – Tony to schedule with volunteers
 - Landscaping
 - Snow removal prep – Sean/Lindsay bidding
 - 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
 - Administration
 - Volunteer – Tony to provide comprehensive email to group
 - Roof map updating – Lindsay updating
 - Preventative Maintenance schedule updating – with Lindsay
 - Contract and COI tracking summary document updating – with Lindsay
 1. Janitorial bidding - K&S and CleanNet
 - Facilities Security plan
 - Blueprint digitization
- **Collingwood Parsonage Repairs and Maintenance**
 - Garage door weather stripping - Tony to schedule with handyman

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- Front porch refinishing – Tony to coordinate with volunteers
- Backyard steps installation – Tony to coordinate with volunteers; Randy discretionary funds
- Back deck stair repairs – Tony to coordinate with volunteers; Randy discretionary funds
- **Anesbury Parsonage Repairs and Maintenance**
 - Washing machine repair/replacement
 - Oven burner repair – expected replacement in 2024
 - Bathroom caulking – Tony to schedule with handyman
 - Dining room ceiling repair– Tony to schedule with painter
 - 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
 - Siding pressure washing – Tony to coordinate with handyman
- Executive Director Update – Jill Cox
 - The Advent season was a busy time with lots of details to bring together. This year instead of using a bulk mail out company to mail out our invite to Christmas Eve services we put them in the bulletin to have our congregants give out to co-workers, friends, neighbors, family, etc.. I enjoyed receiving our large order of poinsettias and decorating the Sanctuary for the Christmas Eve services with my daughter. Our Christmas Eve services greeted 1550 guests. We designed a great take away wooden ornament with “Merry Christmas Aldersgate 2024” and a bulletin insert of all our upcoming events after the first of the year.
 - I enjoyed a wonderful vacation with my family to Key West and Disney World.
 - I have begun Statistical Reporting to UMC Conference. The first report has been turned in and there are 2 others that will be due by the end of January.
 - I have been working with Ken Latta and providing necessary information for them to begin the process to get the trailer titles that are on AUMC property, in the back parking lot, in their name instead of the church’s.
 - I am working on employee performance reviews.
 - I oversee the functions of HR / Staffing needs, Office Management, 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.
- Stewardship Report – Randy – see Pastor report

5. Pastor Updates – Jon Poarch (*Time and Talent*) & Randy Orndorff

Pastor Randy: Stewardship Update -We have received 182 commitments totaling \$935,424 towards our goal of 200 and \$950,000. That means I have also labeled and signed 182 books, which have mostly been picked up and/or handed out by our stewardship team members.

Pastor Jon and our stewardship team are into the second phase of Do All the Good You Can with our Time and talents cards being received this coming Sunday Jan 21st at our services. He will share more in his update.

A big word of thanks to Mark Easton and the team who helped pull all this together and especially for their follow up work and phone calls and emails. And to all of you as LT members who helped lead the way. We’ll have something to share each month as part of this year’s stewardship focus with our

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Ministry Moments.

Performance reviews for all staff will take place the end of Jan, into the first week of February with support from SPRC members as needed. I will help with my 5 once I return from my 2 weeks of renewal leave.

Pizza with the Pastors invitations have gone out to 20 families for Monday Feb 5 at 6pm.

Invitations have gone out or will go out to our LT members, staff, and others for our Leadership Summit with Ideal Curtis on Sunday Feb 4 12:15 til 4:15. Sign ups for lunches will go out soon. Please plan to attend and invite others that you think might be willing to lead in some fashion as we move into 2024.

Our Endowment team is working on a training day for Saturday March 2 from 9:30am-12:30 to give members an opportunity to consider planned giving, Wills, Trusts, Medical Directives with Will and Trust lawyers and end of life planning with funeral home reps. Endowment options will also be presented by members of our UM Foundation Tommy Herdon and his colleague Brad Duty. Advertising begins soon.

Our Social Justice team hosted Pastor Olu Browen on Sunday Jan 16th and that was well received. 48 books were also sold. Our next big event will be SERVE Sunday April 7th with pastor Brian Brown sharing the message and hopefully our music ministries doing something collaboratively.

Our Honduras Volunteer In Missions team met Monday evening Jan 15th to begin to fill out paperwork, registration forms, medical paperwork, and insurance to prepare for our July 16-23rd mission trip, we have 16-18 people currently planning to be part of the trip. We are working on forming and building the team.

We ended 2023 strong with many families joining the church and we have 3 more planning to join with several baptisms.

I continue to lead a clergy covenant group each month with 6 younger clergy. And I am halfway through my training with Pastoral/Emotional Intelligence. I always need as much intelligence and wisdom as I can get! 😊

As mentioned earlier, Lee Anne and I are looking forward to being away a couple weeks Jan 17th- 31st with SPRC approval for some renewal leave. Thanks so much for this.

And thanks to each one of you for all your good mission and ministry work as Ministry Partners together.

Pastor Jon:

- Time and Talent
 - We are finishing up collecting Time and Talent cards on January 21 where we will present these and pray over them in worship.
 - Mark Easton and the stewardship team will work on the spreadsheet to collect all this information and hope to have it finished by January 28. The list will be sent to staff and Leadership Team members in the hopes that follow-up is done by February 14.
 - So far we have collected about 30 cards.
- House Church
 - We are celebrating one year of this ministry! How exciting it is to celebrate God's blessings and mercies through the growth of this ministry in one year's time.
 - House Church started off very strong in 2024 with 21 people at our first Wednesday gathering.
 - Both groups continue to find their rhythms and new leaders are stepping up in all areas.
- Ashes to Go

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- We're working with Hollin Hall Pastry Shop to have a presence in the community on February 14 from 7:30-8:30 am. This Engage opportunity will take the church and ashes to the people.
- Staff Retreat
 - This will take place on February 27 at Washington Farm UMC. Details and theme are still being discerned.
- Nominations
 - This begins March 1.
 - Please continue to pray and discern who might be a good fit on the Leadership Team or in other leadership roles as we have a lot of turnover on our Leadership Team. Let me and Pastor Randy know as folks come to mind.
- District Training
 - Will be on Saturday, January 20 at Floris UMC.
 - I will be attending in person along with Steve Larkin and Anne Bredeck.
- Christmas Eve Reflections
 - We spent a lot of time with our staff and key leaders about Christmas Eve. There is much to celebrate and a few learnings to tweak on for 2024.
 - We'd tentatively exploring service times for 2024 at 1:00, 3:00, 5:00, and 8:00. The earlier services would give us two opportunities for Christmas pageants as that continues to be a growing need.

6. Closed Session

- Staff Parish Relations Committee update – Leah Matthews (*Progress on Children Ministry and Executive Assistant positions and Performance Reviews*)

7. Future dates and closing prayer:

- Feb 04, 2024, Leadership Summit, 1230 – 4p.m., Guback Center
- Feb 20, 2024 Leadership Team Meeting, 7 p.m., chapter 2 of Don't Look Back (Leah)
- Mar 01 – Nominations process begins
- Mar 19, 2024 Leadership Team Meeting, 7 p.m., chapter 3 of Don't Look Back (Paul)
- Apr 16, 2024 Leadership Team Meeting, 7 p.m., chapter 4 of Don't Look Back
- May 18, 2024 Town Hall (What's Next), 6 p.m., Founders Hall
- May 21, 2024 Leadership Team Meeting, 7 p.m., chapter 5 of Don't Look Back

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