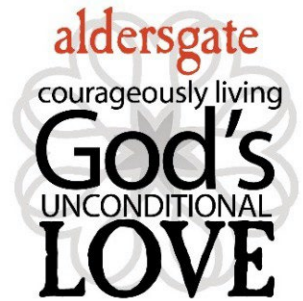


**Aldersgate United Methodist Church**  
**Zoom Church Conference and**  
**Leadership Team Meeting**

September 17th, 2024; 7 p.m.



**Attendees:** Dave Halladay, Ed Little, Barb Roach, Leigh Miller, Pamela Kipps, Leslie Belcher, Paul Amos, Don McIlwain, Leah Matthews, Sandra Gehring, John McRae, Mike Russell, Mark Easton, Olivia Petersen, Lorrie Rezendes, Jill Cox and Randy Orndorff

**Connect by Zoom:** <https://us02web.zoom.us/j/86201985042?pwd=c3QyaXFuTFRxVzA0a20yRWM2ZlpQdz09>

1. Welcome, Comments, and Opening Prayer
2. Don't Look Back Chapter 9
3. Work of the Church – Ministries
  - Strategic Plan Update – John McRae
  - Engage – Barb Roach and Beth Bachmore
    - Barb Roach reported that the Hugs and Mugs Welcome Back coffee that the Engage team sponsored for the day school families was a big success. We had more people attend this year prior to last year, based on the number of coffee cups and coffee that we distributed. The parents gave very positive feedback and even asked if we would consider hosting a similar event later in the year for the parents to have a chance to stand and talk for a few minutes.
    - Barb also reported that our 2nd time participating in the Waynewood BBQ competition last weekend, went very well. The smoked pork and the 5 delicious sauces were a huge hit and many folks stopped by to say hello or ask about our booth. She did relay that there is work still to be done on the Engagement front- it is a challenge to talk to people attending the BBQ and serve others at the same time. It is also hard to realize measurable success at an event like this. Perhaps some additional brainstorming on this needs to occur. Thanks were relayed to Jay and Jill Cox for their diligence and time spent dividing, packaging and then selling the excess meat to our congregation and everyone that bought some agreed that it was delicious.
    - Up next for Engage is the Blessing of the Pets service on October 13th and the Annual Fall Festival on October 27th.
  - Connect – Connections, Hilary Riedemann (*Status of Fellowship Time*)
    - Ditto to what Steve said below, we would like to begin promoting the opportunity to usher and help with Christmas Eve services around Columbus Day.
    - I have been working on Fellowship Time, and reaching out to all the groups in the church to help out. We have a few dates secured with Ruth Circle, Lydia Circle, and House Church. If you hear people discussing it, please encourage them to sign up!
    - I'd also like to do a worship spotlight sometime in October to discuss Fellowship Time, Connect and psyching people up to help. If people have any pictures of Connect events

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

let me know please!

- Connect – Worship, Steve Larkin and Don McIlwain
  - Weekly worship attendance averaged 208 for the past month. There have been few problems filling volunteer slots.
  - Looking ahead to Advent and Christmas, neither Steve nor Hilary will be in town so it is important to encourage volunteer sign ups so they are clear on what is expected of them. It is recommended we begin recruiting volunteers Columbus Day weekend-- October 13.
- Equip – Education, Leslie Belcher and Leigh Johnson Miller
  - Everyone is settling into the fall routine!
  - Kids' Ministries has been expertly planned this fall by Lisa Lee.
  - Adult offerings continue to expand, with a new adult SS class and two new small groups
  - We now have four adult SS classes, including a new 8-week class on Romans offered by Jeff Long– all classes will be at 9:30 am Sundays
  - We now are offering TEN adult small groups....this includes two new groups:
    - Barking to the Choir, a short-term study by Keary Kincannon, Tuesdays at 7 pm,
    - Mom2Mom which meets two Fridays a month during the school year (Leigh can provide additional details on numbers, etc.)
  - The Meditation Group is embarking on a new study of the Book of John.
- Send – Mission & Service, Julie Pfister and Sandra Gehring.
  - August
    - School Supply Drive: We dropped off a load of school supplies and several backpacks to Stratford Landing on August 15th for the Student Resource Fair and a load of school supplies will be delivered to Fort Hunt Elementary this week. 22 backpacks were delivered to Carl Sandburg
  - September
    - Flood Bucket packing event hosted by Woodlawn is Sept. 29 12:45 - 1:30. A signup genius for 30 volunteers and snacks and drinks. (carpooling is encouraged)
  - October
    - Rising Hope Support Mission. Last year we exceeded our goal of collecting 500 lbs of food for RH food market and \$1,000 in donations for RH to use to purchase food gift cards.
    - Dave Halladay is checking in to see if RH wants to do the same this year. No yams and we will probably need delivery volunteers.
- Young Adults –
- Youth Ministries – Olivia Peterson
  - We are excited to get back into the swing of things now that school is back in session.
  - We recently said goodbye to Andreas. All the youth agrees that we will miss him, but we get to say a big hello to our new youth interim director: Bailey Johnson! The youth met her last Sunday and had tons of fun. We are also excited to have a new fridge in the youth room. It is exactly what we needed!
  - The youth band will be performing next Sunday at the 9:30 service. I hope to see you all there!
- UWF & UMM – Lorrie Rezendes & Mike Russell
- Day School Liaison – Barb Roach

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

- Barb reported that the security film has been applied to the entrances and doors to the Day school portion of our building. Next up is further securing the classroom windows with a similar treatment- discussion will take place on the type of film (see through or one sided) after Beth Bachmore provides a sample of the one-sided version.
  - Dayschool consignment sale is taking place October 22-26.
5. Church Work – Operations
- Finance Update – Mark Easton (*Updates on Finances, Stewardship, and Mortgage Refinance*)
    - This month I am deviating slightly from providing a financial synopsis as the focal point for my report. With Jane just returning from some well-deserved vacation time, I don't yet have access to the end of month numbers. Following our September close out, I'll return to using a financial synopsis in October. In the meantime, I wanted to provide a few short updates:
      - Mortgage Refinance Planning: Thanks to the leadership of Ed Little and able support of Sean Vermillion, this effort continues. We have made contact with all of our possible target institutions, and our financial health subcommittee will be meeting to begin to evaluate and narrow this list down next week. The decision made last month by the Leadership team last month relating to parsonage #2, and ratified by the recent Church Conference, should allow us to use proceeds from a future sale of this property to significantly reduce the principal owed. Further, the forecasted positive interest rate trend should allow us to be in a favorable position to execute our refinancing prior to the February 2025 maturity date.
      - Stewardship campaign planning: Mark Husband has graciously stepped forward to lead this year's effort. We have tentatively selected a theme of "The Heart of a Servant" and established a goal of \$1M and 200 pledges. The campaign will be announced in early October and will take place in November, with four Sunday sermons and Gratitude Sunday on November 24th. As in past years, we will be asking for "Lead Commitments/Pledges" from everyone on our Leadership and Stewardship teams. This will provide a baseline that will provide an example for giving by the broader congregation.
      - 2025 Operating Budget: Under the outstanding leadership of Jill Cox, we are nearly complete with the review of your inputs and are in the process of developing a draft budget that will be reviewed at next month's Leadership Team meeting and presented to the Church Conference on October 22nd. With that said, we may still be reaching out to some of you if questions arise. Once again, many thanks for the support of all those involved.
    - Trustee Update – Sean Vermillion and Ed Little (*Sale of Parsonage*)
      - The Shepherd Hall loan matures in February 2025. We will have to refinance the loan before then. The REFY Team has been working with a number of banks to evaluate the best candidates. We have three good possibilities at this point. They are AUB (current loan bank), DEVCO-business part of the Foundation, and LINK Bank-with Rafael Martinez who was previously with AUB. Information has been provided to each bank including the possibility of the sale of the Anesbury parsonage. Obtaining a loan of \$1M vice a loan of \$1.8M makes a big difference in the ease of obtaining the loan and receiving a better interest rate. We have one proposal already from LINK Bank. Interest rates from LINK are in the range of 5-6%. The REFY Team is continuing to work with all the banks and will make a recommendation as to the best candidate in the next few months.
    - **FINANCE REVIEW**
      - Trustees Emergency Fund (unofficial title) – restricted accounts

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

- (01-825600 - Gifts & Memorials) - Funded from funeral revenue; Trustees discretion confirmed (Has been used for security issues in the past) Amount in Fund \$18,197.35.
    - 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. – John Pike and Cindy Culbertson\_
  - 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
    - 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.
  - Security grant – Sent email with available grants -
- **Facilities Partners**
  - Lawn sign sharing, new sign frame broken -
  - ACCT
    - Storage cleanout
    - Additional revenue - ACCT events, installation of Love Offering
  - Day School
    - Ideas to reduce cost church is spending on Day School – Any updates?
    - Expansion of Day School size
      - Waiting on letter from Beth - August
    - Security Updates
      - Security Door – Update Installation complete, waiting on Security connections
      - Security Film – Need ask Beth for update
  - 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**
  - Trustees storage cleanout on 3<sup>rd</sup> floor
  - Plumbing -
    - HWH needs replaced by men’s rm and dressing rooms
    - HWH needs replaced small kitchen
  - Electrical – Need 4’ T8 Lamps
  - Fire Alarm – Add batteries spreadsheet to master doc
  - Fire Extinguishers – Add monthly checklist to Master Doc
  - Flooring Door #2 –
  - Roof
    - Elevator room –
    - Wesley Hall –

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

- Kitchen
  - Eco Lab – Need PM and Rep to explain operation of system
- 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. Need update
- Door 8
  - leak from ceiling Tony to remove ceiling and put trash can to capture water so we can look above ceiling for the problem
  - locking problem Doors may need adjustment
- Trees – `
- Sink Hole – Collingwood Road
- Elevator – Need to verify we have monthly inspection check list and maintenance list
- HVAC
  - HVAC wrap and insulation – investigating solutions – Currently have leaks at through offices and Door 8 – Need to replace ceiling tile in finance office
  - Wesley Hall Pump – Update Need to replace before winter
  - Need proposal to insulate and install heat tape on pipe on roof
- Power washing
  - Courtyard and sidewalks – Tony to schedule with volunteers
- Landscaping
  - Creation Care Team
    - Dead pine tree by signs
- Conservation Landscaping – Lorrie leading, applying for grant – Ask Lorrie for update
- Stanley Access – What are we getting for the yearly payment
- Security/Access Control System
- Administration
  - Volunteer – Tony to provide comprehensive email to group
  - 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**
  - Back deck/stair repairs
  - Fence repair
  - Front yard light post motion detector
  - Deadbolt not latching
- **Anesbury Parsonage Repairs and Maintenance –**
- **Sale of Anesbury Parsonage**
- **Contract Review/Negotiations**
  - **Sprinkler/Fire Alarm**
  - **ARC – Water Treatment – Quote to clean water**
  - **HVAC**
  - **American Pest – Delete Parsonage**
- Executive Director Update – Jill Cox
  - Focus: First Stewardship Meeting with Large Group, Working with Endowment to form distribution email address and Google Drive Hub for NTFFH Group to work within, Prep for Day School opening and providing Hugs & Mugs event cards, etc., Involved with Waynewood BBQ for support before, during and break down of BBQ left for sale,

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

Distribution of Budget Sheets for all Ministry Groups and Infrastructure, Meeting with Finance Lead, Mark Easton for Budget Review, Meeting with Ministry Groups and Infrastructure to discuss any Proposed Budget Sheet Changes, Meeting with Stewardship Core Group to discuss Theme, Graphic, etc., Working with Molly for Survey Development plus timelines and gleaning of information organization, Preparation of all documents, website, Intro Letter for the Kickoff of Campaign, Meetings with Mortgage Team for Discussions on Re-Financing of SH Loan.

- 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.

## 6. Pastor Updates – Pamela Kipps & Randy Orndorff

Randy:

First off thanks for all your thoughts and prayers and support through these last months with my Mom's failing health and her passing on Saturday. Her celebration of life will be Friday Sept 20 at 2pm at Panorama Memorial Gardens in the Strasburg area. I'll be leading the service with my son Josh.

There is a lot happening in the life of our church. I'm in touch with what is happening with our Mortgage Team and eagerly awaiting news about a buyer for the parsonage. The Church Conference went very well and the Trustees really did their homework to receive the unanimous vote to sell the Anesbury parsonage and put all proceeds to the principal on our current mortgage.

This will help the work of the mortgage team in refinancing.

A few things I am participating in coming up includes Pizza with the Pastors on Sept 30. We have 14 families to invite this week.

We are meeting with Pastor Brian Brown about our partnership next week with Woodlawn to schedule our next exchanges, and to think about SERVE Sunday on April 27<sup>th</sup>. Of course Flood Bucket packing is Sunday Sept 29 at 1pm at Woodlawn.

Pastor Pamela and I will also be going to visit our members at The Fairfax next Thursday with devotions and communion.

The Blessing of the Pets service is also set for Sunday Oct 13 at 4pm and we have a bulletin being prepared for those participating.

Stewardship is about to hit full swing as well and we are glad to have Mark Husband heading up the team, with lots of support from Mark Easton and Jill Cox. I am looking forward to playing in the UMMen golf tournament as well on Sept 30<sup>th</sup>.

A note on our Endowment team- we met with the Tompkin family about transferring the taking of applications and case work for Not Too Far From Here. The Endowment team will continue to manage those funds and send as the funds are available to assist those in need. Rising Hope is positioned much better for intake and in providing funding to those in need and helping beyond just a quick one-time aid. An MOU is in process of being worked on and agreed to by our Endowment

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

team and Rising Hope. Looking to transfer this by Oct 1, 2024.

Lee Anne and I will be on vacation Oct 1-9. It will be good to get some recovery time.

7. Closed Session

8. Future dates and closing prayer:

- Oct 15, 2024 Leadership Team Meeting, 7 p.m.
- Church Conf Oct/Nov
- Nov 19, 2024 Leadership Team Meeting, 7 p.m.
- Dec 10, 2024 Staff Christmas Luncheon
- Dec 19, 2024 Leadership Team Meeting, 7 p.m. (*In Person - Founders*)