



Aldersgate United Methodist Church Zoom Leadership Team Meeting

August 20, 2024; 7 p.m.
Zoom Leadership Team Call

Attendees: Paul Amos, Lorrie Rezendes, Steve Larkin, Sean Vermillion, Barb Roach, Bryce Edwards, Mike Russell, Leah Matthews, Don McIlwain, Ed Little, Hilary Riedemann, Pamela Kipps, John McRae, Leigh Miller, Leslie Belcher, Julie Pfister, Jill Cox and Randy Orndorff

Connect by Zoom:

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

1. Welcome, Comments, and Opening Prayer – Paul Amos
2. Don't Look Back Chapter 8 – Paul
3. Work of the Church – Ministries
 - Strategic Plan Update – Debbie Farson and John McRae
 - Engage – Barb Roach and Beth Bachmore (names?)
 - Barb reported that Dave Malzahn and Kitty Ahmad have, per a request from Pastor Randy, resurrected the monthly **Lunch Bunch** gatherings (interested folks gather once a month at a local restaurant). As an offshoot of the Engage Ministry, this group will focus on not just literal nourishment, but spiritual nourishment, fellowship and outreach to our neighborhood at large. Leaders will incorporate a Ministry Moment and attendees are encouraged to invite a friend or neighbor. When we talked about this at our Engage meeting last Thursday night, Pastor Pamela suggested that our grief support team/ministry care team keep this lunch group in mind when they see folks who may need extra support or friendships within this community.
 - Engage is anxiously looking forward to our first big fall event- the **Waynewood BBQ** competition on September 7th. Led by our own professionally trained chef, Jay Cox, we are looking forward to our second year participating in this competition and we encourage everyone to come out to support our efforts by either volunteering to help on the Sign-Up Genius (found on the Webpage under Events) or by attending the festivities and hopefully voting for our entry! Either way, be sure to wear your Aldersgate T-shirts or polos to this event.
 - Following the BBQ competition, the Engage team will be hosting the **Hugs and Mugs Welcome** back coffee for Day School families on the first two mornings of the new school year. This is an opportunity for parents and care providers to take a moment, enjoy a cup of coffee and perhaps ask some questions about Aldersgate and all that we offer.
 - Connect – Connections, Hilary Riedemann
 - Connect – Worship, Steve Larkin and Don McIlwain
 - For the past month weekly worship attendance has averaged 200.

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- On July 30 the Connections Team met to discuss fall and Advent/Christmas plans. Hilary Reidermann and Steve Larkin will be out of town for Christmas week.
- The team agreed that early promotion and clear communication are the keys to securing volunteers. The team recommends communicating volunteer needs beginning Columbus Day weekend.
- In keeping with last year's practice, volunteers will receive an outline of responsibilities and a sanctuary map indicating their location at the service they have volunteered for.
- Equip – Education, Leslie Belcher and Leigh Johnson Miller
 - Children's Fall Sunday School began last weekend – 40 children are registered so far. All classes are on the 2nd floor and the new check-in process went well.
 - Vacation Bible School was a huge success with 96 students and 30 volunteers!
 - Summer Children's SS was also a success, providing a place for our youth to go while caregivers attend worship.
 - 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.
 - This fall, we offer TEN adult small groups, including two new small groups:
 - Barking to the Choir, a short-term study by Keary Kincannon, Tuesdays at 7 pm.
 - New permanent group, Mom2Mom which will meet on Fridays after ADS drop off.
 - Creation Care is meeting again on the 4th Tuesday of the month.
 - The website has been updated to reflect all the changes.
- Send – Mission & Service, Julie Pfister and Sandra Gehring
 - Blood Drive - Deanna Pivoroff is an amazing volunteer and does a thorough job planning and implementing. She completes a most helpful After Action report that is invaluable to helping future blood drive coordinators. She is a huge asset to SEND. Our goal was 45 pints and RC collected 52 from 47 donors. We continue to have a strong community interest:
 - This drive we had 2 additional donors (47 vs 45 in the spring).
 - We doubled our percentage of donors that were AUMC members (30% vs 15% in the spring.)
 - Deanna has offered to mentor other local church blood drive coordinators who may be considering doing a drive
 - Communication/publicity could be improved.
 - School supply drive local students:
 - We delivered a load of supplies and a few backpacks to Stratford Landing Elementary for their Open House/Resource Fair on August 15th
 - Will be delivering another load of supplies to Fort Hunt Elementary at the end of the month.
 - Way to track backpacks sent to Carl Sandburg for their backpack drive? Next year – revisit process.
 - The **Waynewood BBQ Cook Off** will provide extra BBQ for the Sunday lunch at Rising Hope the next day!
 - **Flood Bucket Packing** event - will provide update from lead Greg Koons
 - Still looking for leads
 - Co-lead for Mondloch House
 - Co-lead for Sunday Lunch

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- SEND is trying to put together a team lead meeting to meet with Pastor Pamela and Introduce her to leads and ministries. We are having challenges finding a date.
- Young Adults –
- Youth Ministries – Olivia Peterson
 - The youth hasn't been doing much after our Mission Week, but school is about to start on the 19th.
 - Youth Band will be starting again, along with 'regular' Youth Group.
 - We've been invited to worship at Rising Hope after our time there during Youth Mission Week.
 - In the fall, we will most likely do an event or two with Woodlawn Faith.
 - We might do a Youth Band Tour sometime later in the season.
- UWF & UMM – Lorrie Rezendes & Mike Russell (names?)
 - UWF Submitted by Lorrie Rezendes:
We are working on the following end of year reports as UWF reports are from September 1st to August 31:
 - Deceased Member Report**
 - UWF Books Read Report**
 - Living into Our Purpose Report**
 - Fourth Quarter/Final Financial Report**
 We are also starting circle meetings in August or September and gearing up for our fall events which are:
 - Woman's Celebration Sunday:** October 6th
 - Christmas Market:** Saturday, November 9th
- Day School Liaison – Barb Roach
 - Day School teachers are hard at work getting their classrooms ready to welcome children in just over 2 weeks. Please take an opportunity if you happen to be in the church during the week, to stop by the classrooms, say hello to the teachers and see where the magic happens.
 - The new security doors between the Day school and the church hallways have been delivered and will be installed prior to the first day of school.

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4. Church Work – Operations –

- Finance Update – Mark Easton

Monthly Financial Synopsis	July 2024			Budget 2024
	MTD Actual	YTD Actual	YTD Budget	
REVENUE				
Pledged	\$58,787.21	\$527,468.16	\$554,166.69	\$950,000.00
Non-Pledged	\$15,860.00	\$159,928.80	\$281,750.00	\$483,000.00
Add'l Revenue	\$15,058.34	\$44,268.86	\$23,187.57	\$39,750.00
Total Revenue	\$89,705.55	\$731,665.82	\$859,104.26	\$1,472,750.00
EXPENSES				
Apportionments	\$10,000.00	\$72,300.00	\$119,049.00	\$204,084.00
Engage	\$0.00	\$971.87	\$4,083.31	\$7,000.00
Connect	\$720.22	\$10,820.83	\$22,350.84	\$38,315.00
Equip	\$140.00	\$2,495.86	\$7,641.62	\$13,100.00
Send	\$0.00	\$1,007.37	\$1,545.88	\$2,650.00
Communications	\$303.86	\$3,760.88	\$8,793.75	\$15,075.00
Adminstration	\$12,717.62	\$70,220.15	\$68,772.13	\$117,895.00
Trustee	\$32,461.92	\$222,112.17	\$260,760.64	\$447,018.00
Personnel	\$58,467.29	\$416,977.41	\$394,582.58	\$676,427.31
Total Expenses	\$114,810.91	\$800,666.14	\$887,579.35	\$1,521,564.31
Net	-\$25,105.36	-\$69,000.32	-\$28,475.09	-\$48,814.31
SH Revenue Pledged	\$6,831.68	\$71,575.08		
SH Revenue Non-Pledged	\$3,949.00	\$27,688.00		
SH Other Revenue				
SH Revenue Total	\$10,780.68	\$101,043.08		
SH Expenses	\$14,273.26	\$93,609.05		
SH Net	-\$3,492.58	\$7,434.03		
Bank Balances				
AUB	\$138,345.34			
BoA	\$81,508.55			
B&H	\$336,610.75			
Total Bank Balances	\$556,464.64			
Other Assets/Amoritization Loan Costs	\$52,288.98			
Endowments	\$1,382,261.03			
Total Assets	\$1,991,014.65			

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- Trustee Update – Sean Vermillion and Ed Little (names?)
 - Ed Little made a Motion:
 - “I move that the Leadership Team approve the sale of the parsonage at 1109 Anesbury Ct and the proceeds of the sale be used to assist in paying down the Shepherd Hall debt.”
- 1. FINANCE REVIEW**
- a. Trustees Emergency Fund (unofficial title) – restricted accounts
 - i. (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.
 - ii. 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_
 - b. Faith Alliance for Climate Solutions grant – with Ed,
 - i. HVAC duct inspection and sealing has been performed
 - ii. Cooling tower inspection has been performed
 - iii. Thermostats, waiting on possible recommendations
 - iv. Waiting on report about Carrier unit operations
 - v. Electrical/Lighting - waiting on next inspection
 - c. ERTC grant – expect by year end, administration Everything has been submitted. Currently Government is dealing with a lot of fraud cases.
 - d. Security grant – Sent email with available grants -
- 2. Facilities Partners**
- a. Lawn sign sharing, new sign frame broken -
 - b. ACCT
 - i. Storage cleanout
 - ii. Additional revenue - ACCT events, installation of Love Offering
 - c. Day School
 - i. Ideas to reduce cost church is spending on Day School – Any updates?
 - ii. Expansion of Day School size
 - 1. Waiting on letter from Beth - August
 - iii. Security Updates
 - 1. Security Door – Update Installation complete, waiting on Security connections
 - 2. Security Film – Need ask Beth for update
 - d. BSA – w/ Ed
 - i. Facilities policy and Certificate of insurance – Updated for 2024
 - ii. Document exterior and interior storage use
 - iii. We are still waiting on BSA to get insurance for trailers
- 3. Church Repairs and Maintenance**

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- a. Trustees storage cleanout on 3rd floor
- b. Plumbing –
 - i. Guback Girls Restroom Toilet Repaired
 - ii. Guback Boys Restroom Toilet Repaired
 - iii. Urinal Shepherd Hall 1st Floor Boys Rm Repaired
 - iv. HWH needs replaced by men’s rm and dressing rooms
 - v. HWH needs replaced small kitchen
- c. Electrical – Need 4’ T8 Lamps
- d. Fire Alarm – Add batteries spreadsheet to master doc
- e. Fire Extinguishers – Add monthly checklist to Master Doc
- f. Flooring Door #2 –
- g. Roof
 - i. Elevator room –
 - ii. Wesley Hall –
- h. Kitchen
 - i. Deep Fryer – Cleaned
 - ii. Eco Lab – Need PM and Rep to explain operation of system
- i. Parking Lot
 - i. Paver repairs We need to pick up sand (4 bags) and have it spread out to stabilize pavers
- j. Parking Lot Lighting Several lights are out. Need update
- k. Door 8
 - i. leak from ceiling Tony to remove ceiling and put trash can to capture water so we can look above ceiling for the problem
 - ii. locking problem Doors may need adjustment
- l. Electric room door Repaired
- m. Trees – `
- n. Sink Hole – Collingwood Road Leave on list for updates, no update today
- o. Elevator – Need to verify we have monthly inspection check list and maintenance list
- p. HVAC
 - i. HVAC wrap and insulation – investigating solutions – Currently have leaks at through offices and Door 8
 - ii. 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 Delete this item
 - iii. 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 Fixed
 - iv. Wesley Hall Pump – Update Need to replace before winter
- q. Power washing
 - i. Courtyard and sidewalks – Tony to schedule with volunteers Tony to talk with Jay
- r. Landscaping
 - i. Creation Care Team
 - 1. Sanctuary front exterior bed drip hose and plant installation plan –Lorrie working on complete
 - 2. Dead pine tree by signs

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- s. Conservation Landscaping – Lorrie leading, applying for grant – Ask Lorrie for update
- t. Stanley Access – What are we getting for the yearly payment
- u. Administration
 - i. Volunteer – Tony to provide comprehensive email to group
 - ii. Preventative Maintenance schedule updating –
 - iii. 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
 - iv. Blueprint digitization

4. Collingwood Parsonage Repairs and Maintenance

- a. Back deck/stair repairs
- b. Fence repair
- c. Rear Spigot leaking Repaired
- d. Front yard light post motion detector
- e. Deadbolt not latching

5. Anesbury Parsonage Repairs and Maintenance –

6. Sale of Anesbury Parsonage

7. Contract Review/Negotiations

- a. **Sprinkler/Fire Alarm**
- b. **ARC – Water Treatment – Quote to clean water**
- c. **HVAC**
- d. **American Pest – Delete Parsonage 2**
- Review and Approval of Child Protection Policy – Pamela Kipps
- Executive Director Update – Jill Cox
 - Focus: Final prep on bringing Safer Sanctuaries Policy to LT vote, Working with Strategic Planning for Survey Development, Preparation to be out of office with Digital Ministry, Newsletter and Bulletin prep, Begin Meetings with Mortgage Team for Discussions on Re-Financing of SH Loan that Balloons in February 2025, Preparation for Back to Church Sunday with event cards, Begin Prep for Ministry Fair, Begin getting timelines and documents together for Stewardship and Begin formulating spreadsheets for all ministry groups for Budgeting 2025.
 - 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 – Randy Orndorff & Pamela Kipps

- Submitted by Pastor Randy:
Nominations would like to nominate Cindy Culbertson to step into the lead for our Endowment team. There is still not a co-lead. However, John Pike agreed to continue to oversee the scholarship portion of Endowment. This was approved.

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It has been a busy summer, and we decided to offer Back to Church Sunday this past week and to tie it back to the first day of school in our area. Overall, it went well. Our staff discussion today was to look to change back to the Sunday after Labor Day next year and call it Recharge Sunday, since really, we did not take a break from church anyway.

Our 15 member Honduras team had left the morning of our last Leadership team meeting. It was a fantastic and fruitful, hardworking, lot of sweat trip, building 4 Camino houses. We shared a slide show and videos with the congregation on August 4th. I plan to share more on September 1st. Thanks to all who made this mission trip possible, and many are already saying they would like to go on the next trip.

I have been actively working with our Refinance team, stewardship team, and Strategic priority team. The big news is we can sell the parsonage on Anesbury if we choose to do so. Also, our stewardship theme looks to be The Heart of a Servant from I Peter 4:10. Mark Husband has agreed to help provide some leadership to the group after we had the Franks decide to move back to the mid-west with their family. Mark Husband has now agreed to be our team leader. Thanks Mark! I am reaching out to our District Superintendent to see if a Church conference is needed to vote on the sale of the parsonage as well.

We have our 4th exchange Sunday of the year with Woodlawn faith this Sunday. Pastor Pamela will make her first trip there at 11am. And on Sunday Sept 29th we will be in joint mission with Woodlawn as we pack 150 flood buckets along with the Central Virginia Hub out of Culpeper.

We have a new sermon series starting September 8th called Real Good Relationships for 6 weeks. September 8 will also be a focus on our Day school and its ministry.

Kelsey's Memorial Golf tournament is set for Saturday Sept 7, at 1pm at Shenandoah Country Club. Let me know if you would like to play or sponsor a hole. \$3000 was given from Kelsey's Missions to build 2 of the Camino houses in July.

We are set to hold our Church Conference on Tuesday October 22, at 7pm hopefully in Founders. We have one more chapter in our current study book. Starting in October we'd like to use the book Pursuing God's Will Together by Ruth Hailey Barton whose book Strengthening the Soul of Your Leadership we used earlier.

The small group I participate in resumes our fall schedule, 1st and 3rd Wednesdays starting in September.

Finally, my mother is nearing her earthly journey, and I appreciate all your prayers and support on this journey

- Submitted by Pastor Pamela:

Reviewed the final draft of the Child Protection Policy, which was updated following our recent training through our district. Pamela reviewed the changes and additions to the church's policy which is in place to provide for the safety and well-being of our kids and youth, and to provide clear guidance to our leaders and volunteers. The final draft was approved and is effective

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immediately. Training and checks will be initiated for all volunteers for the new ministry year.

Ministry focus has been on preaching 5/8 Sundays, meeting with ministry teams and small groups, helping with church programs and events, connecting with church members and leaders, participating in leadership/staff/worship/district meetings and retreats, providing admin and policy oversight, leading worship services, and doing home and hospital visitations.

6. Closed Session

7. Future dates and closing prayer:

- Sep 17, 2024 Leadership Team Meeting, 7 p.m., chapter 9 of Don't Look Back
- 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 17, 2024 Leadership Team Meeting, 7 p.m. (*In Person – Founders*)

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