



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

May 21st, 2024; 7 p.m.

<https://us02web.zoom.us/j/86201985042?pwd=c3QyaXFuTFRxBzA0a20yRWM2ZlpQdz09>

1. Welcome, Comments, and Opening Prayer – Paul Amos
2. Church Conference (*Report for the Nomination of New LT Members – Randy*)

Leadership Team Present: Beth Bachmore, Bryce Edwards, Mike Russell, Joni Koons, Sue Kane, Olivia Petersen, John McRae, Mark Easton, Don McIlwain, Lorrie Rezendes, Debbie Farson, Leigh Johnson Miller, John Driscoll, Hilary Riedemann, Ed Little, Barb Roach, Dave Halladay, Jill Cox, Pastor Jonathan Poarch, and Senior Pastor Dr. Randall Orndorff.

Congregation Members Present: Shari Van Buren and Molly Johnson.

**Church Conference
Nomination's report
Minutes Submitted to Northern Virginia United Methodist**

The meeting opened with a welcome and prayer from Lay Leader Paul Amos, who then turned the meeting over to Elder Dr. Randall Orndorff. At that time, Jill Cox, Executive Director, was nominated by Paul Amos as Recorder and Secretary of Church Conference with a second motion by John Driscoll. The Leadership voted unanimously for Jill Cox to be appointed Recorder/Secretary of the Church Conference.

Elder Dr. Randall Orndorff called the Church Conference to order and request a motion to select the nomination new Leadership Team. Lorrie Rezendes motioned to choose a team, and Barb Roach seconded the motion. The new 2024-2025 Leadership Team was introduced, and positions read through. Dave Halladay motioned to vote for the new team, and Ed Little seconded the motion. The Leadership Team for 2024-2025 was voted in unanimously. Next, there was a motion from Molly Johnson and seconded by Bryce Edwards to vote for a new Endowment Team. The team voted unanimously for the new Endowment Team.

Elder Dr. Randy Orndorff thanked everyone for attending and participating in the

Respectfully,
Jill Cox, Recorder

New Leadership Team members and their contact information updated and uploaded on to Unity.

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Aldersgate Leadership Team

Election May 23, 2024

VOTING MEMBERS

The voting members listed comprise Aldersgate's Board of Trustees, Finance Team, and Staff Parish Relations Team.

Position	Name	Term Expires	
Lay Leader	Paul Amos	December 31, 2024	Annual & District Conference Rep.
Lay Leader	Dave Halladay	June 30, 2027	Executive Director
Team Recorder & Treasurer	Jill Cox	June 30, 2025	Annual & District Conference Rep.
SPRC Lead	Leah Matthews	June 30, 2025	
SPRC Co-Lead	Bryce Edwards	June 20, 2027	
Trustee Lead	Sean Vermilion	June 30, 2026	
Trustee Co-Lead	Ed Little	June 30, 2027	District Steward
Finance Lead	Mark Easton	June 30, 2027	
Engage Lead	Barb Roach	June 30, 2025	Day School Liaison
Engage Co-Lead	Beth Bachmore	June 30, 2027	
Connect Lead	Hilary Riedemann	June 30, 2027	
Connect Co-Lead			
Worship Lead	Steve Larkin	June 30, 2025	
Worship Co-Lead			
Equip Lead	Leslie Belcher	June 30, 2026	Annual Conference Alternate
Equip Co-Lead	Leigh Johnson		
	Miller	June 30, 2027	
Send Lead	Julie Pfister	December 31, 2024	
Send Lead	Sandra Gehring	June 30, 2026	
Send Co-Lead			
Strategic Planning Lead	John McRae	June 30, 2026	
Strategic Planning Co-Lead			
UWF Representative	Lorrie Rezendes	June 30, 2025	
UM Men Rep	Mike Russell	June 30, 2027	
Youth Representative	Olivia Petersen	June 30, 2027	
Young Adult Representative			
Pastors	Randy Orndorff	Lead Pastor	
		Associate	
	Pamela Kipps	Pastor	

**Pastors may vote on all matters except Trustee matters and clergy salary*

Additional Positions for Elections

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Nominating	Chair	Randy Orndorff	Lead Pastor
			Associate
		Pamela Kipps	Pastor
		Dave Halladay	Lay Leader
		Mark Husband	June 30, 2025
		Leah Matthews	June 30, 2025
		Sarah Lynn Mertins	June 30, 2025
		Jill Cox	June 30, 2025
	Paul Amos	June 30, 2025	

Endowment	Randy Orndorff	Lead Pastor
	John Pike	June 30, 2025
	Greg Koons	June 30, 2026
	Mike O'Neill	June 30, 2026
	Diane Tollefson	June 30, 2025
	Heidi Marchand	June 30, 2025
	Cindy Culbertson	June 30, 2025
	Ken Skilling	June 30, 2026
Don McIwain	June 30, 2027	

3. Don't Look Back Chapter 5 – Barb

4. Work of the Church – Ministries

- Strategic Plan Update – Debbie Farson and John McRae (*Plan for next Leadership Summit*)
 - Leadership Summit will take place July 14, Noon - 4:30, with the theme "Courageous and Confident Perseverance Through Transition".
 - This is an important and perfectly-timed event for our new Leadership Team members and the start of Focus 2028 (strategic plan for next 3 years). Our strategic planning coach, Ideal Curtis from Spiritual Leadership Inc., will facilitate.
 - We'll start with lunch - be sure to put in your lunch order. Info. on how to do that will come soon.
 - After lunch, we'll do the Loving portion of our time together: celebrating glory sightings and explaining our strategic planning framework.
 - We'll move from there to a Learning phase where we talk about the fruit of our perseverance in the past, what that will look like in the future, and break into groups for discussion around that theme.
 - Finally, we'll enter our Leading phase, where we do planning for the future of the church and individual teams.
 - John McRae's notes for the leadership summit:
 - - request that ministry leads begin updating their MAPs ahead of the summit and send to Julie Cox no later than 7 July to print and distribute at the event.
 - - please be prepared to take notes at the summit, especially during all ministry breakout sessions. Afterward, teams should send those to John McRae to compile.

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- - begin thinking about what church members might be a good fit for your ministry. If no specific members come to mind, consider what skill sets would be most useful to you.
 - - final note: the plan is for John to compile the top 5 takeaways for the congregation and send to Randy to update the congregation following the summit.
- Engage – Barb Roach (*Community Picnic*).
 - Barb reported that the Inaugural Ties & Tiaras Father/Daughter dance was held Saturday night and 80 people attended. Many of the attendees were folks from outside of the Aldersgate Community which was wonderful! The Engage team followed up with every attendee at the dance via email- thanking them for coming and participating and reminding them of upcoming summer activities here at Aldersgate. The Engage team expressed gratitude to Jill for facilitating the ability of the Sign Up Genius to now accept pre-payment for activities. This was very important to the success of the Father/Daughter dance and will be useful for many upcoming community events.
 - The "Jump into Summer" Community Picnic will be held the Sunday after Memorial day- June 2nd from 4:30- 6:30. Barb asked that we all make plans to attend, talk to your friends and visit the sign up genius if you'd like to volunteer to help in any of the available shift that day. The Picnic will include Music, tables and chairs under the shade of tents, a magician (Dave Halladay's son Tommy) bounce houses and a Cake Walk competition. The food will include homemade BBQ and Hot Dogs, beans, slaw, chips Lemonade, Water and Cookies/brownies for dessert- a Free will love offering will be collected- proceeds going to future Community events.
 - This summer in between our big events, the engage team intends to spend some time working harder on our Fresh Expression events- Bikes and Bibles, prayer walks and hopefully another pickle ball event or cooking event.
 - Our next big event is the Waynewood BBQ on Saturday, September 7th. We are still looking for people that like to grill, or to decorate or to serve at this fun event.
- Connect – Connections, John Driscoll and Christine McElwain
 - Welcome Bags
 - We are still getting new visitors each week. We have had a number of baptisms as well, which brings in new visitors to Church. The ushers are continuing to give out welcome bags.
 - We are switching from coffee mugs to water bottles for the welcome bags. Jill is in the process of ordering the water bottles.
 - Signup Genius Pages
 - We are up to date through the end of the summer for the Usher, Lay Reader, and Communion Server volunteer signup pages.
 - Transition
 - I sent Hilary, the incoming Connect Team Lead, my notes on the various Connect Lead duties. We are going to try and meet up sometime in early June to discuss.
 - I am working with Christine on getting the Connect MAP updated before our terms on the leadership team expire.
- Connect – Worship, Steve Larkin and Dave Halladay
 - Without Palm Sunday and Easter Sunday, weekly worship attendance averaged 216. Palm Sunday attendance was 274 and Easter Sunday attendance was 664. Holy Week services were fully staffed. The key to this was advance planning and

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- communication to identify specific needs.
 - We welcomed several new usher volunteers and weekly worship staffing is making progress.
 - Dave Halladay and Steve Larkin manned the Connections table at the Ministry Fair.
 - Going into summer, we need to focus on weekly worship staffing needs
- Equip – Education, Sue Kane and Leslie Belcher
 - The co-leads of Equip Ministries recently worked together to update our MAP in preparation for the Leadership Summit and for the transition to a new Co-lead. We were pleased to have met so many of our goals, but we also worked to clearly identify areas in which we thought revisions and improvements could be made. We are also working on setting up meetings with Send Ministries and the Koinonia Women’s Circle to see how our ministry teams can work together. We already have three potential new classes in the works for the fall, two of which would be independent, and one of which we may try to integrate with an existing class as a short-term “guest study”. Children’s and Youth Ministries have plans in place for summer activities, as does the Creation Care team. Thank you to Molly and Jill for ensuring that we have accurate information posted about small group summer schedules.
 -
- Send – Mission & Service, Julie Pfister and Sandra Gehring
 - Bulleting note I mentioned at the LT meeting: Rising Hope is no longer using empty paper bags for its shopping community. Shoppers are bringing eco friendly reusable shopping bags. There is still no problem delivering food to RH in paper/plastic bags but they will not accept the empty paper bags we have been donating.
 - Had a good meeting with send leads and talked to each about promoting their own monthly mission focus and how to do that with the fillable form and other resources available to them.
Went over calendar and updated and talked about different ways to promote
Greg planning the flood bucket event to be hosted at Woodlawn Sept 29
Still seeing how the money will sort out
Donated 15,000 to Honduras mission
UMM donated an additional 1,500 to alternative giving
Selling plants from rising Hope green house
Organizing additional lunches during the weekdays while rising Hope kitchen/cook is out for at least a month for surgery June 10 through July 10
Everything is ready to go for June mission focus for Phoenix rising. Just need the posters adjusted and printed.
- Youth Ministries – Andreas’ report
- Children’s Ministries – Lisa’ report
 - We wrapped up our Sunday School calendar year with our last regular Sunday School session on May 19th. We will have a break in our regular Sunday School offerings for the next two weeks, May 26th and June 2nd, and then start our Summer programming on June 9th. We will offer Sunday School as a group setting for ages 4yo-6th grades in Guback Center. I will be teaching the sessions using curriculum from “Superbook Academy”, which consists of a short video, some songs, and a craft or activity. This will certainly be a learning opportunity for me, but should be a fun experience for the children.
 - Our children’s check-in (Kid Check) system is working beautifully! I am still exploring a computer based printed label system that will be both economical and more efficient for our ministry. I will have this purchased and in place before our Fall Sunday School kick-off.

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- We hosted our “Grow with God” event on May 19th. We had a nice attendance, a wonderful Godly Play Bible lesson presented by Melody Dillion, and great fun painting pots and planting seeds to reinforce the Parable of the Sower.
- On June 2nd, I will present a short “Children’s Sermon” during both services on the “Come and See” theme to be preached by Randy that day. This should be enjoyable for children of all ages.
- We’ve decided to extend our registration for Vacation Bible School for a few more weeks in attempts to attract more kids. We currently have 49 registrations. A banner will go up in front of the church this week to, hopefully, increase interest throughout the community.
- Our calendar planning for the next 18 months is underway! I’m exploring various options for fun and new activities to offer throughout the year, as well as identifying events that proved to be a success this year.
- Stay tuned for more exciting things to come!
- UWF & UMM – Lorrie Rezendes & Ed Little
 - Lorrie:
 - UWF had their annual Women's Prayer Breakfast on SAT, MAY 11th and 72 signed up. Pastor Emily Moore-Diamond gave an excellent talk on "Steadfast Love" and all went home being inspired. UWF will not meet in the summer, except for the Sewing Circle who will meet twice a month to work on projects.
 - The Creation Care Team and youth planted 50 native flowers by the AC Unit and mulched the area on Mother's Day and it will look beautiful when the flowers bloom. The youth also collected 500 pounds of plastic and is halfway to their goal of 1,000 pounds to receive a garden bench for their garden.
 - ED:
 - The May 14th UMM dinner was enjoyed by over 100 guests. Bill Armstrong's “World through My Eyes and Lenses” presentation was spectacular. We received dinner receipts of \$1,160. Expenses were \$779.41 resulting in a dinner profit of \$380.59.
 - UMM will support the Community Summer Picnic on June 2nd by grilling hot dogs.
 - The UMM Golf Tournament is scheduled on Monday, September 30th at the Pohick Bay Golf course.
- Day School Liaison – Barb Roach
 - Graduation week- for the first time our Day School will host a graduation ceremony for the 4’s Pre-K and Kindergarten classes.
 - The Day School spring consignment sale raised over \$25,000 -much of that money will go towards upgrading security in and around the school and church
 - Mrs. King is retiring after 43 years with the Day School. Cyrilla has been a teaching aid, a full time sub and the keeper of our very organized Day School supply closet. We will miss her.
 - We will be advertising the Summer picnic and Bible Camp in the Day Schooler’s back packs tomorrow

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5. Church Work – Operations

- Finance Update – Jill Cox

Monthly Financial Synopsis	MAY2024			Budget 2024
	MID Actual	YID Actual	YID Budget	
REVENUE				
Pledged	\$71,520.60	\$390,859.60	\$395,833.35	\$950,000.00
Non-Pledged	\$11,985.36	\$122,479.80	\$201,250.00	\$483,000.00
Add'l Revenue	\$2,663.29	\$26,324.57	\$16,562.55	\$39,750.00
Total Revenue	\$86,169.25	\$539,663.97	\$613,645.90	\$1,472,750.00
EXPENSES				
Apportionments	\$10,000.00	\$54,300.00	\$85,035.00	\$204,084.00
Engage	\$0.00	\$3.72	\$2,916.55	\$7,000.00
Connect	\$2,276.58	\$8,462.68	\$15,964.60	\$38,315.00
Equip	\$209.11	\$2,355.86	\$5,458.30	\$13,100.00
Send	\$183.38	\$737.82	\$1,104.20	\$2,650.00
Communications	\$306.07	\$3,235.04	\$6,281.25	\$15,075.00
Administration	\$12,223.09	\$48,454.97	\$49,122.95	\$117,895.00
Trustee	\$26,233.10	\$163,100.94	\$186,257.60	\$447,018.00
Personnel	\$53,750.50	\$302,400.03	\$281,844.70	\$676,427.31
Total Expenses	\$105,181.83	\$583,051.06	\$633,985.15	\$1,521,564.31
Net	-\$19,012.58	-\$43,387.09	-\$20,339.25	-\$48,814.31
SH Revenue Pledged	\$5,393.18	\$51,295.22		
SH Revenue Non-Pledged	\$3,433.00	\$20,358.00		
SH Other Revenue	\$1,250.00	\$1,800.00		
SH Revenue Total	\$10,076.18	\$73,453.22		
SH Expenses	\$12,826.28	\$53,732.90		
SH Net	-\$2,750.10	\$19,720.32		
Bank Balances				
AUB	\$187,920.26			
BoA	\$108,252.23			
B&H	\$335,933.41			
Total Bank Balances	\$632,105.90			
Other Assets/Amoritization Loan Costs	\$52,707.98			
Endowments	\$1,364,666.08			
Total Assets	\$2,049,479.96			

- Trustee Update – Sean Vermillion (*Update on Facilities*)

- **Facilities Partners**

- Lawn sign sharing,
 - ACCT
 - Storage cleanout
 - Additional revenue - ACCT events, installation of Love Offering
 - Day School

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- 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**
 - Ice Machine –
 - Trustees storage cleanout on 3rd floor
 - Exterior water spigot repairs between doors 3 & 4 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
 - 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
 - HVAC
 - HVAC wrap and insulation – investigating solutions – 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
 - 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
 - Shepherd Hall Pump – Power washing
 - Parking lot curb painting –
 - Courtyard and sidewalks – Tony to schedule with volunteers
 - Landscaping
 - Creation Care Team
 - Sanctuary front exterior bed drip hose and plant installation plan –Lorrie working on
 - Conservation Landscaping – Lorrie leading, applying for grant – On hold until Fall

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- Stanley Access – What are we getting for the yearly payment **We need to review contract to evaluate**
- Steeple Tightening – Did we do? Add company that Tony is in contact with to AUMC Maintenance Schedule
- 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**
 - Deck installation update
 - Back deck/stair repairs
- Fence repair **Anesbury Parsonage Repairs and Maintenance –**
 - Develop list of repairs for selling verses renting –
- **Sale of Anesbury Parsonage**
 - Randy will talk District Superintendent, probably end of July
-
- Executive Director Update – Jill Cox (*Status of Fellowship Time*)

My Focus this month in addition to Digital Ministry production, Facility Scheduling and Setup and Financial Review: Carl McNair Endowment short-term CD at BH, Award Assistance From Endowments, VBS Realm Setup & Marketing, Father Daughter Dance Marketing, Setting Up Payment Through SUG (with Stripe), Funeral Prep: Dee Bodkin, Lois Altz, Deal Tompkin (June), What's in the Historical Boxes From Bray Offices, StringsTime Camp this Summer, Community Picnic Prep, Leadership Summit Prep, Nominations Team, 2 Groups using space Piano & then Clarinet Recital, Safer Sanctuaries Conference & Recap Follow Up, Other Payment Options: Zelle and Venmo, Unity Reporting Updated (attendance counts & LT), New LT Prep, Start Planning of New Pictures for LT & Staff, Continue to Develop Executive Assistant, Parsonage / Trustee Walk Thurs, Making Arrangements to Rent Parsonage 2 (Jon's), Farewells for Jon (Staff, Exec, LT, Congregation), Preparation of On-Boarding New Associate Pastor, Update LT Training Guide, Meet the New Pastor LT Prep, Presentation of New Associate Pastor – FB, Newsletter, Website. Continue to Develop Website for each Ministry Area, Preparation of 18 Month Calendar Meeting (May 28): Lunch, setup, plus schedule staff to meet Pastor Pamela.

Recent endowment came in that I am working on putting in a short term CD so we can earn some interest up front before transfer to a UMC Foundation Endowment. The Carl McNair Endowment will be a first of its kind a will be for Operational needs. Such as a building emergency. The interest accrued will be able to be used for operations expenditures which is any budgeted lined item we have it targeted for large ticket building maintenance needs.

6. Pastor Updates – Jon Poarch & Randy Orndorff

Randy:

My focus on tonight's meeting is on the Nomination report where minutes can be found from the Church Conference at the beginning of the meeting.

Our Honduras Volunteer in Missions team has 15 members. We held a taco bowl fund raiser this past Sunday, introduced our team and raised \$551. We have one more team meeting, June 9 and a packing party July 14th and depart early Tuesday morning July 16. We could use a few rides to get us to the airport. We will be building 3 houses and leading a sports camp for the children

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and youth. Thanks for all the congregational support.

We have had several funerals, Dee Bodkin and Billie Myler most recently. Deal Tompkins, Lois Altz and George Graveson's are coming up.

We have shared in several baptisms and new members and more to come.

We are preparing for the Annual Conference in Hampton, Va June 20-22. We will take a \$500 conference love offering, Paul and Cindy Amos, Steve Larking and Pastor Jon and I will be in attendance.

I will complete my Pastoral Intelligence training on Thursday May 23- having completed 9 sessions.

Pastoral transitions are being attended to with Pastor Jon's last Sunday, June 23rd. We'll celebrate Jon that day. Feel free to give a financial love gift either through card to him or through the church. We will welcome Pastor Pamela Kipps on Sunday July 7th and please feel free to share a welcome to Aldersgate card or letter and a gift card to your favorite restaurant or business.

This upcoming fall I'll be working with team members to reboot our Financial Health team, work with our stewardship team, create and work with our Mortgage Refinance team and with our Strategy team to review our Focus 2025 Strategies and begin to look at our Focus 2028 strategies, with the goal of again offering a congregational survey to glean ideas.

Thanks for your prayers and support as my mother is now in Hospice and Assisted living in Front Royal, VA. We believe her time is short, but you never know.

Jon:

Working on transition meetings and documents including:

- Leadership Team
- Staff
- MAPs

Hollin Hall

- On May 20, I did my final Hollin Hall giveaway. We contributed \$300 of free coffee and pastries for patrons who were notified that the gift was on behalf of Aldersgate. We also had flyers out for summer events including the Summer Picnic, VBS, and Youth Week. Pastor Randy joined me for this time!

Safe Sanctuary

- I'm working with the staff to update our current policy and make adjustments so that Pamela can approve it when she arrives.

House Church

- I have my final House Church gatherings over the next few weeks. Before I leave I am trying to sure up hosts and teachers for the summer so that Pamela can step into the role smoothly and there is continuity for the groups.
- On May 23, I met with Pamela and Aldersgate's House Church Coach, Benson McGlone, to talk through the needs and challenges of this ministry. It was a fruitful conversation and Pamela will bring her passion and gifts to this ministry.

Results of the AUMC Town Hall

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7. Closed Session

- Staff Parish Relations Committee update – Leah Matthews (*Pastor Evaluation Forms*)

8. Future dates and closing prayer:

- Jun 11, 2024 new Leadership Team member training
- Jun 18, 2024 Leadership Team Meeting, 7 p.m., chapter 6 of Don't Look Back
- Jun 20 – 22, 2024 Virginia Annual Conference
- Jul 14, 2024 Leadership Summit
- July 16, 2024 Leadership Team Meeting, 7 p.m., chapter 7 of Don't Look Back
- Aug 20, 2024 Leadership Team Meeting, 7 p.m., chapter 8 of Don't Look Back