



Aldersgate United Methodist Church Zoom Church Conference and Leadership Team Meeting

July 16th, 2024; 7 p.m.

Attendees: Olivia Peterson, Hilary Riedemann, Leigh Miller, Steve Larkin, Dave Halladay, Ed Little, Barb Roach, Mike Russell, Pamela Kipps, Julie Pfiser, Don McIlwain, Sean Vermillion, Mark Easton & Jill Cox

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 7 – Steve (Leaving for August Meeting)
3. Work of the Church – Ministries
 - Strategic Plan Update – John McRae (*RAD on the Leadership Summit*)
 - **Perseverance** is a key attribute of Aldersgate and the UMC. Our faith is built on eternal principles of service, hope, and grace.
 - **Looking inward** at the collective skills and experience of the congregation can help the church meet its needs in efficient fashion.
 - **Transparency** is important: in finances, changes, ministry work, and more.
 - **Aldersgate is a community bedrock.** The church is a faith community but also much more to the people of Ft. Hunt.
 - **Simplifying, streamlining, and sharing** opportunities to serve will continue to connect the congregation with its ministry groups. We are all one.
 - Engage – Barb Roach and Beth Bachmore
 - -It was suggested that someone from Engage (and perhaps all of the Ministry arms) attend the Pizza with the Pastors nights, not as a “hard sell” but just to make new families aware of the many ways in which they can get involved with Aldersgate.
 - -Next, we talked about our experiences with the Fresh Expression ministries and Bob Johnson told the group the success he had recently had, following the advice learned in our discipleship class and sermon series, to pray about someone and then reach out to them. He did just that and ended up inviting a gentleman who was helping to remodel a part of Bob's home, and he and his friend accepted the invitation and joined the Bikes and Bibles group on their most recent ride!
 - Getting down to the agenda, the next item was the revival of the “senior?” **Lunch Bunch** outings
 - -Kitty and Dave have generously offered to take this on, and they are hosting an informational/organizational meeting on Tuesday, July 23rd at 2pm in the library. Please attend if you would like to help get this beloved group back up and running.
 - Please send Dave (davehmalzahn@gmail.com) or Kitty (jovanmoon1929@gmail.com) your email if you would like more information but cannot attend this first meeting.
 - Next we discussed the possibility of putting a **summer fresh expression event** on the August Calendar.- Barb said that she will consider hosting one (possibly a Custard and Communion) when she returns from vacation at the end of July.
 - **The Waynewood BBQ** is fast approaching and our Team Lead Jay Cox will be meeting with his

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team and the Waynewood sponsors next week to finalize the menu and determine what help he will require from Engage. At the very least we know that we will be needed to support this event the Friday before the competition (by moving chairs, tables and supplies to the festival grounds) and of course at the actual competition, handing out our BBQ and chatting with folks about Aldersgate. Kitty and Hettie talked about how much fun they had working at the booth- all are encouraged to sign up to help for one or two shifts this year.

- **Blessing of the Pets-** We still need a lead on this event. It is a relatively easy event and the lead will be supported by 4-5 Engage team members. Responsibilities include reserving the space and the equipment needed, setting up a simple outdoor altar, as well as a table with dog treat bags and a prize drawing (as a way to get contact information), greeting and assisting people and their pets as they come for their blessing. Please contact Barb if you would like to be our team lead for this event. (Detailed notes are available from years past)
- **Hugs and Mugs-** Barb is the lead on this and Hettie has offered to help on Thursday. It is a two day simple coffee hour held outdoors under the awning near door 4 as parents are leaving after dropping their children at the day school for the first day of school. Many new parents are emotional and enjoy just stopping to take a breath and have a coffee or a tea. We visit and talk about Aldersgate, give them a magnet for their car and offer a tour of the building if they would like one. Contact Barb if you are available to help. (Sept. 4th & 5th, 8:30- 9:30 am)
- And finally our **Fall Festival/Trunk or Treat** will be here before we know it. (Sunday, Oct. 27th from 4:30-6pm)
- Food options at the Event were discussed and everyone agreed that having Provision Church run the Food table was a win-win last year. Barb offered to contact Provision Church and see if they are interested in providing food once again this year. We discussed music options since Jeff Long's band is not able to play for this event. We all decided to ask around and see if there are any neighborhood bands willing to perform as a service to the church.- Please reach out to anyone you may know. A sub group of people for this event will probably need to begin meeting in August to finalize some of the details of this year's Fall Festival. This is a huge event, (last year there were nearly 500 people there) so please consider how you can help make this event as special as it can be for Aldersgate and our Community.
- **Upcoming events: Bikes and Bibles-** Sunday 7/21- 1 pm- Bike to National Harbor **Prayer Walk-** Saturday 7/27- 9"30 am- Dyke Marsh
- **Next Engage meeting dates: 7-8pm, Church Library** **August 15th, September 19**

- Connect – Connections, Hilary Riedemann (*Status of Fellowship Time*)
 - I don't really have any updates as I'm still getting settled, but I am planning on getting more welcome bags put together for this weekend and further Sundays. Looking at setting up a monthly meeting with the Connect team to keep everything cohesive and moving forward.
- Connect – Worship, Steve Larkin and Don McIlwain
 - For the past month, weekly worship averaged 224. Volunteers have stepped up this summer and we are deeply grateful. Steve is headed to Michigan the weeks of August 4, and 11, returning on August 18. Don will be worship lead.
- Equip – Education, Leslie Belcher and Leigh Johnson Miller
 - 1. Sue Kane has rotated off the Equip team and I am now joined by Leigh Johnson. Thank you, Leigh!
 - 2. Our Children's Ministries are growing: VBS begins in two weeks and has 90 students enrolled. Children's Summer Sunday School is a success as well.
 - 3. We are updating the adult small groups and Sunday school classes for our August back

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to church Sunday promotional materials and the website. Right now, I have identified 3-4 adult Sunday school classes and 10 small groups.

- 4. The Disciple's Path class will be taught again by Ann and John Nelson. They will begin the fall offering on September 8.
- 5. We have two new small groups in development. One to be taught by Keary Kincannon on Tuesday evenings, and one for mothers of children at the Day School. They will meet Friday mornings. Both are still in draft form, but should be offered soon.
- 6. We are updating our MAP to reflect the successful Summit discussion.
- Send – Mission & Service, Julie Pfister and Sandra Gehring.
 - Looking forward to meeting w Pastor Pam to share our MAP, budget & calendar and beginning looking into the fall events and getting our calendar set for next year.
 - Mission trip to Honduras - SEND contributed \$15,000 for the trip and contributed to the planning of
 - July mission focus is Mondloch House. Will be doing a short video to share with other teams, small groups, UWF, UMM and Day School to try and get new volunteers. We will also have a paper sign up in the lobby to allow some of the older folks to sign up without logging onto a computer.
 - August mission focus will be backpack drive for Carl Sandburg (with an amazon wish list) and school supply drive. We have traditionally done this for Fort Hunt Elem but at this time they do not need any supplies so we are checking with Stratford Landing elem to see if we can shift
 - Blood Drive August 14th in Wesley Hall. There have been issues with access to the building which we hope to resolve for this drive
 - Gregg Koons is working on the Flood Bucket packing event in September in partnership w woodlawn UMC. To be hosted at Woodlawn.
 - Calendar sharing?
- Young Adults –
- Youth Ministries – Olivia Peterson
 - We just had our Youth Mission week that ended Friday. It was a great turn out with around 12 youth. Everyone had a wonderful time serving the Lord and helping others last week. It was well organized and ran smoothly from place to place. Some highlights of the Mission week include:
 - -Rising Hope Food Market
 - -Six Flags & Waterpark
 - -Woodlawn Faith Food Drive
 - -Hide and Seek around the Church
 - Besides the Mission week, we still are doing a Youth Gathering on Wednesdays from 2:30-4.
- UWF & UMM – Lorrie Rezendes & Mike Russell
- Lorrie:
 - UWF notes are the same as last month as we do not meet in the summer. Lydia Circle has started collecting used jewelry for the Christmas Market. (this is the only new thing)
- Mike:
 - UMM Dinner scheduled for September 9th at 6:30. Our speaker will be Tammy Mannarino, local historian (BackyardMtVernon.com), member of the Fairfax County History Commission and Treasurer of the Mount Vernon Regional Historical Society. She will talk on the history of Fort Belvoir, including its original naming, its renaming, and then the return to the original name by FDR decision in 1935.
- Day School Liaison – Barb Roach

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5. Church Work – Operations

- Finance Update – Mark Easton (*Updates on Finances, Stewardship, and Mortgage Refinance*)

Monthly Financial Synopsis	June 2024			Budget 2024
	MID Actual	YID Actual	YID Budget	
REVENUE				
Pledged	\$77,821.35	\$468,680.95	\$395,833.35	\$950,000.00
Non-Pledged	\$21,589.00	\$144,068.80	\$201,250.00	\$483,000.00
Add'l Revenue	\$2,885.95	\$29,210.52	\$16,562.55	\$39,750.00
Total Revenue	\$102,296.30	\$641,960.27	\$736,375.08	\$1,472,750.00
EXPENSES				
Apportionments	\$8,000.00	\$54,300.00	\$85,035.00	\$204,084.00
Engage	\$968.15	\$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
Adminstration	\$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	\$104,149.98	\$685,855.23	\$760,782.30	\$1,521,564.31
Net	-\$1,853.68	-\$43,894.96	\$24,407.22	-\$48,814.31
SH Revenue Pledged				
	\$13,448.18	\$64,743.40		
SH Revenue Non-Pledged				
	\$3,361.00	\$23,719.00		
SH Other Revenue				
SH Revenue Total				
	\$16,809.18	\$90,262.40		
SH Expenses				
	\$12,826.28	\$79,335.79		
SH Net				
	\$3,982.90	\$10,926.61		
Bank Balances				
AUB	\$172,460.49			
BoA	\$109,404.75			
B&H	\$336,254.63			
Total Bank Balances	\$618,119.87			
Other Assets/ Amoritization Loan Costs				
	\$52,498.48			
Endowments				
	\$1,377,537.40			
Total Assets				
	\$2,048,155.75			

- Trustee Update – Sean Vermillion and Ed Little (*Update on Facilities; Possible Sale of Parsonage*)
- MEETING WITH BETH /DAY SCHOOL**
 - Ideas to reduce cost church is spending on Day School
 - Possibility of Day school bringing on porter to help reduce cost
 - Beth had another contractor bid Day School cleaning and was substantially cheaper, Have contractor bid entire church without notifying City Wide
 - Beth will coordinate with Tony and update Menu of cleaning services
 - The Day School will take on the cost of the floor stripping and deep cleaning going forward

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- Beth informed us that the Day School has a handyman that can handle repairs for the Day School. We asked that the Day School keep facilities updated on any and all repairs
 - We brought the idea of possibly raising tuition and using that money to help cover the cleaning cost. Beth was going to check and see if they could add a material charge and use that money for cleaning
 - Parking lot repair
 - Day School is not concerned with the area of the parking lot by door 3 that has water coming through the asphalt and it can be icy in the winter. The Day School uses Door 4 mainly
 - The Day School would be interested in contributing to relining the parking lot. We will get quotes together
 - Expansion of Day School size
 - Beth will send Ed the Letter of justification. The timing for moving forward with submitting to Fairfax is August.
 - Security Updates
 - Beth informed us that she would like to start the installation of the new security door on July 15. We asked for her to send us the contractor information and will verify the actual work before proceeding.
 - Beth brought up the idea of having the teachers to have FOBs verses pass codes for the security system. We will need to think about the best way to keep the building secure
 - Amount the Day School Currently Pays
 - Monthly \$1,500
 - Reimburses the church for insurance
 - Reimburses the church for pest services (\$54)
 - The Day School has given an extra offering at the end of the school year in previous years. In 2021 they gave two checks (\$7,500 and \$6,800), In 2022 they gave \$10,000, In 2023 they used the money for the deep cleaning and floor stripping. They are planning the same for 2024
- **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) 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. Sean to schedule meeting with Endowment Committee – 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

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- 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**
 - Ice Machine – Delivered Today, Scheduled to be installed Monday.
 - Trustees storage cleanout on 3rd floor
 - Exterior water spigot repairs between doors 3 & 4 – We need to schedule repair
 - 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 – Currently have leaks at Door 8
 - 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 – The pump needs to be replaced or have the bearing repaired. Tony will ask if we can purchase new pump and have ABM install it instead of repairing the existing. Needs to be repaired by JULY 8
 - Power washing
 - Parking lot curb painting – Quinn is working on this, Tony to talk to Quinn about payment amount
 - Courtyard and sidewalks – Tony to schedule with volunteers
 - Landscaping

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- 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
 - 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 Scheduled to be completed by Friday
 - Back deck/stair repairs Scheduled to be completed by Friday
 - Fence repair Scheduled to be completed by Friday
- **Anesbury Parsonage Repairs and Maintenance -**
 - Develop list of repairs for selling verses renting – Scheduled for Monday
- **Sale of Anesbury Parsonage**
 - Randy will talk District Superintendent, probably end of July
- Review and **Approval** of Child Protection Policy – Pamela – **didn't happen so we could review compliance needs if necessary with Day School ratios.**
- Executive Director Update – Jill Cox
 - Focus: Leadership Summit Prep (setup, A/V, lunch, etc), Assistance with Finance needs for Youth Mission Week, Financial Health Team Meeting (July 9), Leadership Summit Event + Present (July 14), Preparation for vacation next week, VBS final prep details (security) I will not be here, StringsTime Camp (outside group) has been meeting here for 2 weeks, Discussion on best steps forward with Parsonage 2, Final On-Boarding New Associate Pastor.
 - 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:

All as I will be in Honduras by the time you all meet next Tuesday here are my LT notes- Feel free to share- There are not too many.

As you meet this evening our 15 person Honduras Volunteer in Mission team will have traveled to El Camino retreat center, and we will go to work constructing 4 houses in the week ahead and sharing time with boys and girls in the area we are serving. Thank you for the nice commissioning on Sunday, all your prayers and financial support, and your prayers while we are away and traveling back. We'll try to post some pictures on Facebook as able. We look forward to sharing about the work God called us to when we return.

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Just a note on our pastoral transition- Pastor Pamela is doing great in her first weeks. She will be leading worship on July 21st with Molly assisting. Thanks to both and to all for covering while we are away.

Mark Easton will likely share about the work of our Financial health team- Glad to be part of helping to build the team and to do the work needed with this team. We'll be planning for our fall stewardship work very soon. Have a theme idea? I'm thinking, "Everything".

We shared in 2 baptisms on June 30 with Elsie and Emma and Emma's mother, Koko Bayler joined the church.

On Sunday July 28th we'll have our Woodlawn Faith exchange with Pastor Clyde Nelson coming our way and I will share at Woodlawn at their 11am service. Be glad to have some friends join at Woodlawn that day. We will receive and new member at 9:30 that day, Marin Puzick- his wife Amanda Whetzel is already a member, and baptize their son Carson.

On August 25 we'll have our next exchange and Pastor Pamela will be able to share the message at Woodlawn that morning at 11am.

Was grateful to attend Annual Conference with Lay Leader Paul Amos and his wife Cindy- a district delegate, with Steve Larkin as well, and our co lay leader Dave Hallady- Dave's first one. We all shared lunch one day with Pastor Pamela. Paul has shared an insightful Annual conference report which is in our newsletter.

I am looking forward to our VBS starting July 29th and blessed to have our 2 oldest grandsons participating.

Thanks for your continued prayers for my mother and stepfather Willetta and Dennis Sours. Not sure how long she has we just do our best to make the most of each day.

7. Closed Session

- Staff Parish Relations Committee update – Leah Matthews and Bryce Edwards (*Status of Children's Music Ministry*)

8. Future dates and closing prayer:

- Aug 15, 2024 Next Year's Budget Development
- Aug 20, 2024 Leadership Team Meeting, 7 p.m., chapter 8 of Don't Look Back
- 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 19, 2024 Leadership Team Meeting, 7 p.m. (*In Person - Founders*)

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