

Ministry Meeting Minutes  
March 2017

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Administrative Support  
7 March 2017

Minutes not received.

Janet Baker, Recording Secretary

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Christian Education  
7 March 2017

Members present: George Wong, Kim Coyle, Beth Montoya, Deb Sparks

**Theology Pub** - There was much discussion about changing to another day due to conflicts with other church activities. Also other venues were discussed. Kim will e-mail past participants to get a feel for the best time and day.

**Live Streaming 2020**

- Phase 1 - Streaming of our church service to our nursery / video board in the Atrium. Hard Wiring vs. Wireless
- Phase 2 - Archives of our Pastors' Sermon - short term (6 weeks) vs months
- Phase 3 - Live Streaming - the entire service (Sermon / Music / Liturgy) Wireless

Mary Hubbard (Church Webmaster) will check into the capability of our web site to handle the demands of archiving and live streaming the Sunday Service.

Sperry Davis obtained a quote for the camera / joy stick from Tri-Tronics Ltd \$2228.40

Chi Yi Chen Wolbrink will check the cost for use of music during the Live Stream process.

**Facebook - Contributions** - There is a need to invite the greater church community for contributions (information / pictures). Beth Montoya will reach out to the different Presbyterian Woman's Circle.

**MOPs at Bayside** - Deb Sparks will work with MOPs and Kim Coyle to plan for a Drive-In movie night in the Fellowship Hall. (May 2017)

**Kim Coyle** is working on:

- Post Lenten Studies - The Truth about Islam (book) culminating with a meal and fellowship with a Muslin Group from Turkey.
- Easter Brunch / Easter egg Hunt with Congregational Care
- Middle School Retreat

**Bayside High School Scholars** - Kim Coyle will review and update the application for the Bayside Scholarships. George Wong will contact Endowment (Powell Peters) about working together in recognizing our graduates at a Graduation Breakfast.

Meeting was closed with a prayer by Kim Coyle

George Wong, Moderator

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Community Service  
7 March 2017

**Members Present** - Pam Spillman (Moderator), Martha & Rick Rudell, Lynne Owen, Libby Graves, Gloria Wardrup, Thom Sare, Susie Fulcher, Emma Ouellette

**Welcome** to our new Associate Pastor to this meeting – Rev. Emma Ouellette. I have added Emma to our distribution list for the monthly Agendas and Minutes, and any email discussions we have on Community Service Topics. In her introduction to us, Emma asked us to consider where we are “stuck.” We should think about what we are doing (in terms of Purpose, Projects, Plans, and People) – to ask what we can do better, while taking on only what we can handle.

**Mail** – thank you notes from Faith Works, St. Columba, and Samaritan House for quarterly donations.

#### **Events coming up -**

1. Happy Birthday to Bob Brenton – Mar 19!
2. Easter Baskets – in progress, duration Mar 3 until Apr 9. We will wait until our Apr 5 Ministry meeting to discuss assembly and delivery of Easter baskets. **In the meantime, Lynne will talk to MOPS/MOMS Next to see if they would like to help with assembly.**
3. **The 1<sup>st</sup> Anniversary of Crescent Square is coming up, and VSH is planning a celebration on Mar 16 – at noon they will host Bingo, at 1 pm they will provide food, and at 2 they will host a community meeting. Please contact Gloria if you want to go.**
4. HumanKind - The closing of HumanKind was scheduled for March 31, but will be delayed. Pam heard from Juliette Whyte regarding the Zuni transition. To date 23 residents have successfully transitioned to their new community based homes. They currently have another 16 residents to place – with no end date provided. We will continue to provide our quarterly donations, and Pam asked Juliette if they had any other special monetary needs.

#### **Old Business -**

1. **Keim Center Visit – pending Pam making an appointment to visit – will delay item to next month.**
2. Interfaith Alliance at the Beach – we discussed this at length last month. Do we want to share attendance at the monthly meetings, or do we want for Pam/Lynne to receive the email info from IAB and disseminate it to you all? The only decision made was for volunteers to keep going to meetings in the near term to get a better understanding of what is discussed at the meetings and whether or not it would be of value to us. **Pam or Lynne (whoever receives info about meetings) will disseminate it to the group, and any/all are welcome to attend, and report back their thoughts to our group.**

#### **Treasurer’s Report**

1. Budget Status 2017 – \$5,095.30 of the \$25,000.00 Asking Budget was spent, which includes first quarter payments to our agencies.
2. Food Pantry – balance available of \$5,925.13.
3. Non-Budget Account 2016 – \$0.

#### **Session Highlights**

1. There is now available the ability to donate to the church online through our website – debit or credit. There is a small cost associated to the church for each transaction – so no one is being asked to switch to online donations if their present donation method is working well for them. It is an option for people who prefer that type of donation, and especially useful for people out of town.
2. Lily Grant was not approved, so the cost to provide a supply pastor during David’s sabbatical will be borne by the church (about \$15K). There is a fund available – the Operational Reserve Fund with a current balance of about \$53K. However, Session decided to go with one worship service over the summer (9 am worship in sanctuary; 10:15 am Sunday school), so that should make the task easier.
3. At the last PEVA meeting, the biggest item discussed was letting go of Makemie Woods – a report will be out soon.
4. In one effort to attract Millennials, we will offer a webcast of the worship service. This is being spearheaded by Christian Ed. They received a donation for the camera, and are working on the next steps. Not sure yet if webcast will include music due to copyright considerations.

#### **Agency Reports:**

1. Angel Tags (Lynne, Susie) – nothing to report
2. Beach Health Clinic (Bill) – no report
3. Blood Drive (Martha)
  - Next blood drive is April 11<sup>th</sup>, from 2-7 pm in the Fellowship Hall. Martha and Rick will be on vacation, but Martha got Sandy Ronan to run the drive.
  - The drive can always use extra help. The whole event lasts from 2-7 pm, but volunteers helping for shorter periods is always welcome. Gloria, Susie, and Libby expressed an interest in helping.
  - Do we need another Blood Drive sign for the Ewell Road entrance? Might be a good Boy Scout project.
4. Caroling (Pam) – nothing to report
5. Crisis Pregnancy Layette Collection (Pam) – see above
6. Easter Baskets (Connie, Lynne) – see above
7. Emergency Disaster Shelter (Di) – Di was scheduled for training, but something came up and she could not go. Di has been trying to reschedule.
8. Faith Works (Bob) – no report
9. Food Pantry (Lynne, Tracy, Connie)
  - February report – 11 families (25 Adults, 20 children); total costs \$485.65 – all donated!
  - Little Blue Wagon item for the month of March: Peanut Butter. Donations have been going very well – each month’s item is advertised in the Binnacle, and on the TV in the Atrium. Dana and Caroline Williamson empty the wagon each Friday, and that, in addition to them organizing and putting away food in the pantry is a big help.
  - **The Food Pantry group has decided to share the refrigerator and freezer with SIS and BPMO. Pam will make the labels for the shelves, and Lynne will tell her where to place them.**
10. Good News Jail Ministry (Audre) – nothing to report
11. HumanKind (Carlos) – see above
12. JCOC (Connie) – no report
13. Meals on Wheels (Nancy) – all is going well
14. Samaritan House (Susie)
  - Results of collection of children’s clothing through MOPS/MOMS Next (Feb 20 to Mar 3) – Susie took 12 huge bags of clothing to SH – very good response.
  - **Susie will send Linda Vogl a thank you note to be printed in the Binnacle (deadline for next Binnacle is 15 March).**
15. School Supplies (Connie, Lynne) - nothing to report
16. Sentara Pace Bible Study (Lynne) – going well
17. Seton Youth Shelter (Pam) – nothing to report
18. St. Columba (Lynne)
  - Sandwiches made by SIS and delivered for month of February: 210
  - Annual Silent Auction & Benefit Dinner – “Baskets of Love” – is set for April 29 at 5 pm in the Fellowship Hall. Buy tickets from any Board Member (Butch Brenton, Bill Bertoff).
19. Thanksgiving Baskets (Libby) – nothing to report
20. Winter Shelter (Lynne, Connie) – nothing to report
21. VA Supportive Housing (Gloria, Di) –
  - Di and Martha hosted their first class in computers to residents at Crescent Square. Di is going back to provide more computer training on March 28<sup>th</sup> at 3:30 pm.
  - See Upcoming Events above for info about CS’s 1<sup>st</sup> Anniversary.

Pam Spillman, Moderator

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Congregational Care  
7 March 2017

Members present: Nancy Hamilton, Paula Jesburg, Sandy Odum, Terri Wilkins, Emily Rudiger and Sandy Ronan  
Welcoming Emma Ouellette, our associate Pastor.

We opened our meeting with a conversation with Emma. She described our ministry as corresponding to a Board of Deacons in that we are responsible for supporting the care needs of our church's members. We are an aging congregation and the 20/20 vision specifically talks about members 65 years and older, but we are really responsible for helping to meet the needs of all members.

To this end we have on a continuing basis a card ministry, ably handled by Linda Wallace, distribution of flowers from the Sunday arrangement in conjunction with the Worship ministry, and prayer shawl and baby love ministries as occasions arise coordinated by Terri Wilkins. These activities were continued as scheduled.

**BFF**

Paula reported that we had several successful activities - a wine tasting at Total Wine, Hello Dolly at the Sandler Center and our regular monthly Tech Savvy meeting. Book club and Bridge continue. Future activities in planning include a virtual dementia tour, a MacArthur Memorial tour, St. Joseph Passion at Sandler as well as our next quarterly planning meeting with a possible program on identity theft. Thank you, Paula for coordinating such a successful activity.

**Stephen Ministry**

The regular monthly meeting is held on the 4th Tuesday at 6pm and the congregation is invited to attend.

**Funerals**

No funeral receptions were held in church this month.

**Shepherding**

We are working on a program to support and assist those members who are homebound or need temporary assistance or support such as those ill, hospitalized, or undergoing treatment.

We are also working with Chi Yi on a program for children she is planning for May 7th and an Easter brunch.

We closed with prayer at 8:30 pm.

Sandy Ronan & Emily Rudiger, Moderators

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Evangelism  
7 March 2017

Minutes not received.

Minutes submitted by Terri Dannemann

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Global Missions  
7 March 2017

**Attendees:** Walter Martin (Moderator), Bob Orcutt, Mark Schreiber and Beth Parker (Scribe)

**Budget:** The budget is still being discussed and reviewed.

**Announcements:**

The Presbyterian Mission Agency sent a thank you letter, dated 12/5/16, for the \$250.00 donation from Bayside Presbyterian Church in November.

Envelopes were received for the Great Hour of sharing. Walter mentioned he would like these to be placed in the Pews and an announcement in the Bulletin.

Walter announced to all present at the meeting the summer worship schedule would be at 9:00, which was voted on by Session during this month's meeting.

**Congo**

Mark Schreiber discussed there is a Chaplain he has been in contact with who is looking for work. He also mentioned he is negotiating tickets to the Congo with a layover in Brussels. Tickets are estimated about \$1,100. He is tentatively planning a mission trip in late September or early October to Limba, Limete, Hospital and Mark Schreiber School.

Minutes submitted by Beth Parker

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Property  
7 March 2017

The Property Ministry met at 7:15 with Leslie Parr, Steve Baker, Bob Allen, John Jeffcoat, Eugene Towler, and Sperry Davis in attendance.

Recent maintenance items were discussed including roof repairs above 508, new cleaning supplies vendor, and nursery changing table assembly.

Other items discussed:

- Carpet in the preschool hall will be replaced during spring break.
- Eugene is working on purchasing six new eight foot tables for room 508.
- John will be replacing the faucet set on the flower sink.
- Dutch door requested for one of the preschool classrooms.
- Bob, Les, and Sperry will attend the upcoming security report by VBPD.
- Security Camera system
- Ewell Road Sign
- Spring Cleanup, but without Scouts, on April 1st
- 20/20 Vision Landscape project

Les Parr closed the meeting with prayer at 8:26PM

Sperry Davis, Moderator

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Stewardship  
7 March 2017

The Stewardship Ministry met in the Brides Room at 7: 15 PM.

Present were Moderator; Hugh Vaughan, Tom Weeks, Bill Graves, Gary Crossman, and Treasurer; Luanne Wong.

Hugh Vaughan opened the meeting by stating that he and Luanne had met with Admin and agreed to propose to Session the hiring of an interim minister to act as Head of Staff while David is on sabbatical. Rev Emma would preach two Sundays per month and the interim would preach remainder. Estimated cost of interim would be 8-10K for duration. Comment was made that this arrangement would also provide a learning experience for Rev Emma.

Bill Graves asked about status of previous associate minister's loan. Full payment of loan was due when previous minister left Bayside but Session had agreed to extend due date by a few months. Luanne stated that monthly payments were being made on the loan. Agreed to propose to Session to again extend due date and continue accepting monthly payments.

Hugh reminded the group that Bayside's 2012 plan needed to be replaced with the 2020 priority plan. Hugh also asked Tom Weeks to assist Christian Ed with a Discovery Fair to be held in late spring. Fair would provide the congregation an opportunity to see what the ministries do and the ministries would identify specific skills needed.

Luanne Wong presented February's financial documents.

The meeting was closed at 8:00 PM.

Minutes submitted by Tom Weeks

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Worship  
7 March 2017

**Present:** David Rollins, Judy Crossman, Suzanne Hanley, Mary Jo Kennedy, Darden Long, Janet Martin, Chi-yi Chen Wolbrink, Doug Mitchell, Berny Wallace, Marie Parr, Nancy Guy, Bonita Gilchrist

Nancy call the meeting to order at 7:09 pm

The Agenda was approved with on addition of Emma Installation on April 23, 2017 by David.

**Report of the Moderator included:**

Summer Worship Hours: The Session approved one combined worships service at 9:00 am, Sunday School 10:15 am beginning June 11 through August 27, 2017

Nancy reviewed the article about Millennials from FaithIt. It was discussed and reviewed and compared to some of the results of the Congregational Life Survey.

**Old Business:**

Congregational Life Survey – Nancy mentioned the detailed summary she had previously provided the participants. David stated that he had shared it with selected individuals with mixed reactions. He felt that we should make use of it in the future.

Vital Worship Grants Program from the Calvin Institute of Christian Worship: Chi-yi shared information on this resource and how it may be used at Bayside. She shared ideas on how we need to make our church environment our own identity. Chi-yi would like for us to share any ideas we may have for the May 7th worship service. She plans to invite the children from the Bayside Pre-School.

Chi-yi also shared the book “Churchscape: Megachurches and the Iconography of Environment”.

**New Business:**

Nancy will be out of town for the April 4<sup>th</sup> meeting; Bonita will fill in as moderator

Back Up Communion Coordinator – Bonita

- Palm Sunday, Holy Week, Easter decorations & communion – April 9 is Psalm Sunday and Marie volunteered to get the banners out.
- Berny & Mary Jo will prepare the Easter Lilies when they arrive at the church.
- The Team will meet at 10:00 am on April 15 to complete Easter decorations.
- Next idea for Dardy's Tree- the February Love Tree was very well received. Ideas for the next use are to be suggested and discussed. Judy thought that Memorial Day and /or Veteran's Day would be good uses for the tree.
- Emma's Installation – April 23<sup>rd</sup> at the 11:00 am worship Service

Chi-yi reported on the following:

- St. John Passion-J.S. Bach, Sandler, Saturday, April 15, \$19.00

- She participated on February 27 organ/piano duet at her former church
- She will participate in the music education for the Portsmouth School System
- Duke University worship, music and the arts symposium in May

The meeting was adjourned with prayer by Judy at 8:05 pm.

Nancy Guy, Moderator