

Ministry Meeting Minutes

APRIL 2018

Administrative Support 10 April 2018

David opened the meeting with prayer.

Janet Baker, Cherie James, Betsy Kennedy, Amanda Long, Kay Niman-Meyers, David Rollins and George Wong were present. Gregor McLeod and Clint Damuth out of town.

BPC Mission Statement: Bayside is a covenant community of Christ's people seeking to know and do the will of God.

Vision: Changing lives by growing Christian disciples and Living God's Word.

March Minutes were approved.

Preschool Report

TRAHADIAS STUDIOS: Wednesday, April 18th

The Kindergarten and all 4's classes will have "Cap and gown" pictures taken beginning at 9:30 am.

Teachers will have a group picture at 9 am.

SPRING PROGRAM: Thursday, May 3rd at 6:30 pm in the Church Sanctuary. All of the 3's, 4's classes and the Kindergarten class will sing with Ms. Chi Yi.

"BUCKETS" THE FIRE SAFETY CLOWN: Visits on Tuesday, April 24th with his firefighter friends and a fire truck.

Old Business

- Directory of Youth and Family Outreach position and search committee update:

Update – Telephone interview was conducted with a potential candidate and they are waiting to hear back from another candidate. David will craft a Binnacle article updating the DYFO search, progress and expectations for this position.

- WiFi – suggested path is to make a motion at Session to authorize the expenditure to fix the WiFi.

- Saul Fox Contract update – Saul agreed and signed contract modification due to having the summer months June – August off. Salary modification was made so he continues to receive a monthly check across the months of Mar – Dec. Janet will provide recalculated salary for April through December to the Treasurer's office.

- Church Windows update – Amanda will provide talking points for David and Emma to make announcements from the pulpit regarding this effort on 22 and 29 April. Admin support committee members will be available on 6 May for congregants to provide their information on 6 May.

- All committee members have been asked to provide feedback on the evaluation form. Amanda will work to to make the form into a google document.

- Board of Pensions Workshop – Amanda cannot attend. Liza Hendricks will attend.

New Business:

- Laura Touhey will be hosting a Health and Wellness for Teachers fundraiser on July 11th 1-6pm in the fellowship hall, there will be 20 participants/vendors. Proceeds will go to the scholarship fund.

- Amanda mentioned the program Stop the Bleed and will start the conversation for a potential future event.

- David received a call from NextGen Network, interested in doing 5G testing. There would be 2 devices placed inside the building for 3 years to collect data/see how many pings. They would pay BPC \$1500. Depending on the data collection results, it may be desired to put up a tower with the potential of being paid \$2000 - \$5000 per month. Betsy will contact Gregor so he can discuss the particulars with David in order to prepare motions for the NextGen proposal and the current WiFi situation.

- Briefly discussed Chi Yi's desire to have central place where all worship music is stored and cataloged electronically. Questions exist regarding storage capacity and where the Praise Music is stored. Amanda will talk to Saul on Sunday, the committee agreed that there needs to be direct communication between Chi Yi and Saul for overall understanding.

- David will touch base with Chi Yi about the summer music plans to ensure all is communicated with Praise Team members and section leaders during Saul's time away during the summer months.

Birthdays and Staff time away:

Chi Yi	7 - 10 April	Service to wider church
Saul Fox	9 Apr	Birthday
David	30 Apr – 13 May	Vacation
Chi Yi	5 May	Birthday
Emma	1 – 5 June	Vacation
David	14 – 24 June	General Assembly
Chi Yi	17 – 24 June	Continuing Ed
Emma	18 – 14 July	Montreat
Emma	27 July	Birthday

Amanda closed the meeting with prayer.

Janet Baker, Recording Secretary

**Christian Education
3 April 2018**

Present: Beth Montoya, Laura Touhey, George Wong

1. Beth has emailed Lindley Fox twice to ask if she needs any help preparing for VBS. No response yet. Beth is concerned that the email is going to Lindley's spam folder. Laura will attempt to contact.

Addendum- Lindley needs help getting volunteers. Will send list of those currently on board and those who have helped in the past to Beth or George. We will split up list and make some calls to help get enough volunteers for the week.

2. George checking into what we need to use one of the TVs from the Youth Wing as the new Revo board.

3. Scholarship and Grad luncheon (soup and sandwich)

- Will see if Stewardship Ministry will help with luncheon since they will be distributing scholarships. Beth to contact.

- How many grads will we have? We will get Linda to put notice in Binnacle and Helmsman to get graduate names. Also a notice on the Revo board. George to contact her.

- Committee members to bring crock pots of soup. Church members will be asked to bring sandwiches.

- Gifts for grads- We have some copies of "The Naked Roommate." George will find out how many are still in storage.

4. Back to school picnic- Is this still something in the works? Beth to contact Congregational Care.

Community Service
3 April 2018

Members Present – Martha Rudell, Moderator, Susie Fulcher, Libby Graves, Lorraine Mahone, Lynne Owen, Connie Schreiber and Pam Spillman.

Mail: Thank you notes from HumanKind, Good News Jail & Prison Ministry (both for quarterly donations) and American Red Cross for coordinating the March 8 blood drive.

Events Coming Up: Happy Birthday to Lorraine on April 18.

Session Highlights

- Received treasures report
- We were led in a devotional by Tom Weeks that gave insight into St. Patrick
- Celebrated the sacrament of communion
- Discussed and made plans for hosting the P.E.V.A. meeting on April 24th
- Discussed the Presbyterian Man of Faith Award
- Discussed staffing the welcome center
- Received an update on the status of Wi-Fi replacement and repair
- Received an update from the Director of Youth & Family Outreach search team
- Highlighted the opportunity to attend the St. Columba dinner and silent auction

Agency Reporting this Month:

1. Blood Drive (Martha) 30 units collected (goal was 29) at the Blood Drive on Thursday, March 8. Next drive is Thursday, May 3. Martha thanked all committee members that were able to help.
2. Easter Baskets (Connie, Lynne) 93 Easter Baskets were assembled on Monday, March 26, and Lynne and Carol Scott delivered that afternoon to St. Columba.
3. Food Pantry (Lynne, Tracy, Connie) March - 15 families, 32 adults, 32 children, \$733.56 spent, cash used \$79.19, donated \$654.37.
4. Good News Jail Ministry (Audre) Audre spoke with contact person and the chaplain position not been filled yet.
5. JCOC (Connie) – Martha and Pam attended the JCOC Winter Shelter meeting Wed., March 28, at St. John the Baptist Church, Holland Road. Pam's detailed report of the meeting was given to all members. There are still a lot of unknowns so another meeting will be held later in the fall with updates.
7. Samaritan House (Susie) Susie will proceed to prepare for and promote a collection of baby items from the congregation during the month of May to donate to Samaritan House.
8. Sentara Pace Bible Study (Lynne) Lynne stated it's still going well.
9. Seton Youth Shelter (Pam) – May 5 Kentucky Derby party to benefit Seton Youth Shelter.
10. St. Columba (Lynne) SIS Bible Study group made 248 sandwiches and delivered them in March. The St. Columba Dinner & Silent Auction will be held in BPC on Sat., April 21. Butch Brenton has tickets for anyone wishing to attend.
11. VA Supportive Housing (Gloria, Di) – Di was absent but sent word that she is working with them for us to sponsor a Bingo night after her Global Mission trip – possibly in May. She will update as things progress.

The meeting was closed in prayer.
Martha Rudell, Moderator



Congregational Care
5 April 2018

Members Present: Paula Jesberg, Sandy Odom, Sandy Ronan and Emma Ouellette

Easter Brunch and egg hunt: We started our meeting with a discussion of the Easter Brunch. We set up 14 tables of 7 people and put extra chairs around the room so that the tables could be expanded to 8 if desired. This worked out well. 4 rectangular tables for food and beverages also worked out well. We used the 55 cup urn for coffee but could have used more. Many people spent time just visiting as there was just one service at 11am. This also enabled us to use the Fellowship Hall instead of the rooms across the hall thus having more space and less crowding.

We would recommend having a single service on Easter Sunday in the future and would ask the Worship Ministry to consider this.

Food - One problem we had was an overabundance of sweets. We also could have used a few more hot dishes and more fresh fruit with fewer fruit juices. **We might be able to change the signup sheets to encourage these changes next year.**

Setup and cleanup - We need specific assignments for these activities and a few more people as cleanup needed to be done after the service when many people had commitments. **With more people we could possibly accomplish the cleanup so that people could make it to church.** Possibly other ministries could donate one member to help.

Bayside Friends and Fellowship: Paula reported that the core planning group met in March to plan for the next quarter. We will continue with the theater events, book club, yoga, genealogy until Summer and have a quarterly luncheon and program at the end of May.

Stephen Ministry: Paula reports that the retreat sponsored by the Virginia Beach Network of Stephen Ministers was a very successful gathering at our Church Saturday February 3 from 9-1 with 65 attending. It was the first ever and received unanimous requests to repeat that type of inspirational gathering within the next year. Bayside was highly praised for its arrangements and hospitality. Paula Jesberg represents Bayside Presbyterian Church as Ministry coordinator at the quarterly meetings of the Network. In 2019 it will be our church's turn in the rotation of host for the Saturday morning quarterly meetings following the start by Virginia Beach United Methodist for two years; currently Baylake Methodist 2017-2019; Bayside Presbyterian 2019-2021.

There will be a presentation on Tuesday May 22 at 6 pm OPEN TO THE CONGREGATION by a speaker from Senior Services of Southeastern Virginia. The topic will be an Overview of the Services Available to those age 55 and up. This type information would be of value to all ages in understanding community resources for seniors as well as family caregivers.

Congregational Care: In Order to meet the needs of our members unable to get to church, we are considering the possibility of looking over the ministers' list of homebound at our meeting to come up with ideas for some or all.

The meeting was adjourned at 8:45pm.

Sandy Ronan, Moderators

Evangelism
3 April 2018

No minutes received.

Global Missions
3 April 2018

No minutes received.

Property
3 April 2018

Those present were Bob Allen, Steve Baker, Betsy Davis, Sperry Davis, Leslie Parr, Rick Rudell and Moderator Clif Furedy.

The meeting was opened with prayer.

Items Discussed and Actions Taken:

No change in status of the Access Control, Building Security and ADA door projects. The Pre-school requested that the video surveillance system be fast-tracked to provide increased security of their area. The Pre-school offered to share a portion of the video system cost. It was agreed that the video system would be #1 priority, followed by access control. ADA compliance will be third. After the ministry meeting, most of the team took a field trip to the Youth Wing and Pre-school area, examining the present door locks and physical boundaries.

To better facilitate the Landscaping Project, Betsy and Sperry Davis are donating plants so they can be planted now. Their generous offer was shared with the entire team by email and they have a green light to move ahead. Here is a partial quote from that email:

“Betsy and I would like to go ahead and purchase/donate the (3) Viburnum for the dumpster corner, and the (23) Nandina and (25) Azaleas for the NorthWest edge of the plot around the dogwoods, and get them in the ground.”

With help from Butch and Gregor, a WiFi Request for Proposal, including generic specifications, was prepared and the team recommended it be sent out over the Property Moderator’s signature to possible vendors.

Eugene was unable to attend, but he provided an email with a summary of building issues and status.

This is from that email:

“All the blinds have been installed in the classrooms. Curb repairs have been done. Coastal Contractors is waiting on the final cost of parts for the wall repair to give us an estimate. He is also aware of our concern with the pre-school corridor carpet and to my knowledge he is looking into it.”

New item: The bottoms of Fellowship Hall windows show signs of rot on the outside. This will be passed to Eugene to have a window contractor examine and provide a quote.

No change regarding inspection and testing the audio presently installed in the classrooms and Nursery. This remains open.

Steve Baker and Sperry Davis continue review of the Building Use Policy. An item of concern, which the team agreed upon was authority to approve requests to use BPC space. Step one: Request presented to

the church secretary (Linda) to check for availability and calendar conflicts. Step two: General review by the building superintendent (Eugene) for compatibility and ensure we have sufficient resources. Step three: Final approval by one of the ministers, the Property Moderator, or for unusual purposes, the Session. Step four: Advise the secretary of the decision. The secretary would inform the requesting party of the decision, along with terms and conditions of use.

The meeting was closed with prayer at 9:00pm.

Clifton G. Furedy
Property Moderator

Stewardship 5 April 2018

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

Present were Moderator Tom Weeks, Mike Raymer, Bill Graves, Bob Baker, and Treasurer Luanne Wong.

Opened with prayer and discussion on worship service attendance. All agreed that Evangelism's welcoming visitors with welcome desk and goody bag was great idea. Plan was implemented Easter Sunday and Mike assisted Evangelism with manning welcome desk. Discussed ways to better witness to our friends and neighbors. Luanne said that she considers her use of words when having an opportunity and selects words like blessed or thankful rather than words like fortunate or lucky to convey her faith in a small way. She suggested reading the short book "Why Christians Get It Wrong" for ideas. All agreed that increasing attendance and membership is, not only a major driver of stewardship, but our calling as Christians.

Luanne presented Treasurer's Report and Balance Sheet. She noted that pledged offering shows as still holding at 80% but is really 91% due to pledges for 2018 being given in 2017 for tax reasons. Bill suggested quarterly reports informing congregation of church's financial status.

Tom said that he provided Endowment Committee copy of a policy paper, Allocation of Financial Gifts, prepared by Bob Baker to clarify how gifts are directed to the Endowment Fund. Paper was provided to Endowment before bringing before session for approval as agreed upon at our last meeting.

Discussed ways of increasing number of pledging units. Luanne reported that there were 113 units this year vs 127 for 2017. Bob suggested setting goal for pledging units in lieu of dollar amount. Bill concurred that people should know that their contribution is greatly appreciated regardless of the amount. Congregation would be kept abreast of progress towards the goal. Luanne said that congregation should also be aware of how pledging impacts budget preparation and planning. Tom commented that, if people knew how much good their gift does, they would be more likely to pledge. Bill concurred and cited the use of our building by various community groups as an example. Bob recommended Minutes for Mission to inform the congregation of this info and reminded that stewardship should be year-round. Luanne suggested starting regularly scheduled minutes for mission on 2nd Sunday in June.

The meeting was closed at 8:30 PM.

Tom Weeks

Worship
5 April 2018

Ministry Members Present: Bonita Gilchrist, Doug Mitchell, Janet Martin, Chris Pascuzzi, and Chi-yi Chen Wolbrink. Dr. Rollins joined the Ministry for the last 1/3 of the meeting.

Bonita Gilchrist, moderator, opened the meeting with prayer at 7:10.

The agenda was approved.

Open / Old Business Issues:

Ushers. Bonita mentioned the issue of Ushers availability as presented by Herb Gordon at last Sunday's service. There is a shortage of volunteers for the latter months of 2018 and Herb was soliciting congregational assistance. It was discussed that it should be recommended to Herb to develop a list of people who would be happy to usher on short notice, the week of or even the morning of worship, to fill in as ushers. It was thought that the current responsibilities of an usher are not so complex that short notice requests and fill ins could be accomplished.

Maundy Thursday Service. It was noted by all that the Maundy Thursday evening service was very meaningful and appreciated by many. A sheet soliciting comments from Ministry Members on the good things and recommendations for improvement for next year was passed out. Comments on Maundy Thursday should be added to those sheets as desired.

New Business:

Pentecost discussions. The dove and flames pins discussed through email since the last meeting will be ordered now to have them for distribution prior to Pentecost. It was agreed that 175 pins would be sufficient.

Easter Worship. Janet Martin noted, and all agreed that the music presented during the Palm Sunday and Easter holidays was wonderful. Chi-yi noted that Sarah Williams went to extremes in her effort to make the music special on Easter Sunday: she obtained the use of 3 timpani at no cost from Old Dominion University. She traveled to Richmond to borrow a truck from her father to transport them to the church and back, and her parents joined us in Worship Easter morning. The timpani were a wonderful musical addition to the brass ensemble and the choirs.

Music Director's Report – Chi -yi provided a written report to everyone outlining her activities over the past month, continuing and new events. Her report highlighted the dates for upcoming choir and bell choir offerings as well as updates on section leaders, music library update, and summer worship planning. Chi-yi provided an update of her schedule for her dates away for serving the wider church and continuing education, as well as the substitute organists for those periods

Dates for decorating for the Advent and Christmas season were not finalized specifically, but it was agreed that the last week of November between Thanksgiving weekend and the first Sunday in Advent on 2 December is the only week that is practical for decorating. Specific dates in the week of 26 November are TBD.

With no further business, the meeting was closed with prayer at 8:25.

Doug Mitchell, recorder