

# Ministry Meeting Minutes

## January 2021

In the time of the COVID 19 Quarantine

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### Administrative Support

Janet Baker, Clint Damuth, Ed Glucowksi, Cherie James, Amanda Long and David Rollins were present via Zoom.

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.

Amanda opened the meeting with prayer.

Shared joys and concerns of the group. Prayers for Libby and family in the passing of her mother, Rob James who fell while making a delivery, Janet's Uncle - Covid and Dad – decreasing heart function, Lindley Fox in her ankle recovery. Joy – Clint received a call from former praise Team bassist Ron Nichols.

November minutes were approved. We did not meet in December.

Preschool report:

Kindergarten News – “Meet and Greet” will be different this year.

The parents of students in all our 4-year old classes will make appointments to meet Ms. Abby in the classroom for the Fall 2021 kindergarten class.

Registration for Fall 2021

Current students and siblings: Wednesday, February 17<sup>th</sup>

Church members and waitlist: Monday, February 22<sup>nd</sup>

Open to everyone: Wednesday, February 24<sup>th</sup>

Preschool Closings:

Martin Luther King, Jr. Day.....Monday, January 18<sup>th</sup>

Preschool Openings: Several openings in our 4's classes.

Liaison updates: Members reported liaison contact and are encouraged to continue communications with their staff member.

Business:

Budget – Waiting feedback from Stewardship.

Change to Church Administrator Status – completed change from non-exempt to exempt/salary  
Cherie will work on Praise Team Director contract, update and provide to Amanda.

2020 Vision Update: remaining pews should be completed in 10 days.

Church Office Status Update – all are working normal schedule, will flex as needed determined by Head of Staff.

We will finalize liaisons in February and obtain Kay's committee intentions.

## Upcoming Staff Time Away and Birthdays

Linda	Surgery & convalescence	4 – 15 January
David	Bereavement	11 – 12 January
David	Continuing Education	16 – 23 January
Linda	Birthday	19 February

David closed the meeting with prayer.

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### Christian Education

No minutes received.

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### Community Service

Call to order: Connie Schreiber

**Session Highlights:** Prayer list, There will be two baptisms Sunday, 88% of pledges are in, 12 or 15 more pews need to be finished, ordination for new session members will be January 10, 2021 and the outgoing elders and their teams were thanked.

**Budget:** Our Budget for 2021 is \$23,000 and hopefully will be approved at the January session meeting. The breakdown is as follows:

- Beach Health Clinic - \$400
- Samaritan House -\$ 2,400
- Good News Jail Ministry -\$500
- St. Columba - \$10,400
- JCOC - \$2800
- Seton Youth - \$500
- Winter Shelter - \$400
- Faith Works - \$2400
- VSH - Crescent Square - \$2800
- Project Activity - \$400

**New Business:** Winter Shelter food money will be discussed later in the meeting.

**Old Business:** No report

### Agency and Projects Reports:

**Angel Tags:** Lynne Owen reported that angel tag gifts have been delivered. We were able to give gifts to 14 plus families with the \$3640 donations we received.

**Beach Health Clinic:** Bill Warden, no report.

**Red Cross Blood Drive:** Martha Rudell reported we collected 33 pints of blood on January 5,

2021.

**Christmas Caroling:** Joyce Ward reported that Bayside Healthcare isn't allowing visitors due to the Pandemic so we couldn't do Christmas Caroling this year.

**Easter Baskets:** Connie Schreiber and Lynne Owen. No Report.

**Faith Works:** Vacant position, no report.

**Food Pantry:** Lynne Owen. In December we gave food to 22 families, 45 adults and 44 children.

The cost was \$507.16 and all but \$32.01 was donated. Thanks to a large anonymous donation, \$5220 from one of our church members plus \$1050 from food pantry budget, we were able to help an additional 109 families (488 individuals from 7 schools) with food.

**Good News Jail Ministry:** Audre Cannell, no report.

**JCOC:** Connie Schreiber reported that JCOC is almost ready to begin their renovation and building project. They are not currently housing people in their building due to the building project, but they are continuing with all other services. They have placed 60 people in permanent housing in the months since the pandemic started. They are serving 60-80 individually packaged carry-out dinners every day thanks to the many churches donating and cooking the meals.

**Meals on Wheels:** Nancy Hamilton, no report.

**Samaritan House:** Susie Fulcher reported that Samaritan House is very busy. They have been having zoom fundraisers which have been very successful. They would appreciate donations.

**School Supplies:** Lynne Owen and Connie Schreiber, no report.

**Sentara Pace Bible Study:** Lynne Owen reported that they have not been able to go since the pandemic started.

**Seton Youth Shelter:** vacant position.

**St. Columba:** Connie Schreiber and Lynne Owen. Lynne reported that we made 360 sandwiches for St. Columba in December and donated 2 cases of water. They are open on reduced hours now.

**Thanksgiving Food Drive and Baskets:** Vacant position.

**Winter Shelter:** Connie Schreiber and Lynne Owen. Connie reported on the Winter Shelter food situation. PIN Ministry has made a contract with a caterer to make and deliver 115 packaged hot meals to the hotels on Mondays, Wednesdays, and Fridays and the rest of the meals will come from supplemental food bags that they will be given each week. The motels all have refrigerators and microwaves. Pin has asked all the participating churches to try to provide food for the supplemental bags and the dinners for the week they had signed up for. Since we don't have a health department approved kitchen we will not be able to cook the food in our church kitchen as we usually do.

We discussed asking the Endowment Fund for money to help us provide the food bags and catered meals for our week. Lynne Owen made a motion that we send a letter to Endowment

Committee requesting financial help for the winter shelter food. Gloria Wardrup seconded it. We voted and the motion passed. Connie Schreiber will write a request to Powell Peters and the Endowment Committee.

**Virginia Supportive Housing: Gloria Wardrup and Di Ricks. No Report.**

**Next Meeting:** February 2, 2021

**Closing Prayer**

**Meeting Adjourned**

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### Congregational Care

Meeting held by zoom at 7:00 Tuesday January 5<sup>th</sup>  
Emma, Tom Sare and Rose Ann were in attendance.

Opened meeting with Prayer

**Old Business** – discussed the Turkey give away from November which we had about 100 hand delivered and balance was mailed to the congregation members.

For Christmas -we had plans to dress up a special candy cane with the meaning of why Candy cane represents Jesus – it was very tiny so putting in small bags and dressing up with ribbon was going to be necessary and they were going to be handed out or left for people to take at the Church Nativity which was canceled -we will figure out what we can do with the candy canes – I bought some for me to give to family and they tasted very good so still might do something nice with them and give out to members perhaps in card.

### **New business**

I wasn't sure if we needed to put any dates on calendar but as Emma and Tom discussed – nothing being put on calendar so when church is re-opened – we will have blank slate to put any dates we want on the calendar. Since we have missed the Easter Brunch and Picnic – we will plan to have a Pot Luck as soon as the church re-opens and is having services again.

Emma is going to begin working on list of congregation Members that we can get information and send cards and call them to keep in touch -begin our Shepherding program -we fell that the longer COVID keeps us out of the building -we need to make sure we are keeping in touch and making sure that the members know we are here and we care.

Our job is to get list of those members that would like to participate in a Shepherding program – they can do as little as sending card or calling once a month -whatever they are comfortable so if you know of anyone that would like to help out - please send list of anyone you know to me via email. My suggestion was that whomever we get to volunteer to do this -they will get list of up to 10 congregational members and just keep in touch – whether phone call, card or visit when it is safe – keeping the communication lines open and if there is an issue that we know that the Ministers might need to be involved in, then we can pass that information on. (I sent via email with a couple of forms – one for the Assignment of the congregant and one for the members we

are reaching out to -nothing set in stone just some examples that might be helpful )

### **We had a few Prayer concerns**

Linda Vogel had her last surgery -prayers for healing and recovery

Marie Wehr -my niece is on Hospice -she has pancreatic Cancer

Libby and Rollins family – on the death of her Mom

Tom shared some sad news about one of the Boy Scout leaders that was found dead just last week – no word on what happened but he was young and very active with the Scouts so it will definitely be sad for our Scouts.

Closed with Emma saying closing prayer

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### Evangelism

No minutes received.

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### Global Mission

Our ministry met informally tonight to discuss responsibility for each of the Special Offerings. The assignments are as follows:

One Great Hour of Sharing February 17 - April 4, 2021 -Mark Schreiber

Pentecost April 5 - May 23, 2021 - Karyn Simonelli

Peace and Global Witness September 5 - October 3, 2021 -Bob Orcutt

Christmas Joy November 29 - December 20, 2020 -Will Albertolli

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### Property

The virtual meeting was held using Zoom. Those present were Bob Allen, Betsy Davis, Sperry Davis, Les Parr, Rick Rudell, Eugene Towler, Clif Furedy, Steve Baker, Ben Hubbard, and Tom Weeks.

Items Discussed and Actions Taken:

The meeting opened at 7:00 with prayer.

There has been no change in building access restrictions. Exterior doors remain secured at all times. Sunday morning in-person services were discontinued in mid-November until further notice. Anyone wishing to come into the church office should call and make an appointment. However, preschool has reopened without significant issues.

Services are being recorded primarily by the staff and then handed-off to Sperry for editing and

posting to YouTube and Facebook. Motion was approved for Property to buy a new laptop to speed up development of worship service videos. Also, the church Treasurer recommended using cash-back on church credit cards to purchase the new computer used to provide input to sanctuary screens.

Recommend Worship Ministry advertise for volunteers to operate sanctuary electronic display and sound board. Training is needed prior to operation. Some of staff has been trained.

Next outside clean-up effort on March 20<sup>th</sup>. Eugene will notify scouts. Due to backlog, the tree trimming contractor will not cut back hollies and trim canopies around light poles until February.

Rick and Les are continuing a final review of the security assessment provided by the VB police department in 2017. They hope to finish by February.

An evaluation of kitchen security determined that any future plans to secure kitchen will include need to add locks to some doors and to re-key existing locks where keys have been lost.

### Repairs

- Sanctuary roof repairs have been completed and there is no evidence of leakage following second repair attempt on northside valley.
- The Adult Wing roof replacement was completed and, based on no water stains on ceiling or walls, there has been no further evidence of roof leakage. Small amount of water on floor between kitchen and fellowship hall after abnormally heavy rains has been determined to be most likely a result ground water entering through foundation defects. Elimination is not considered necessary or economically justifiable.
- Roadside streetlight cycles on and off every few minutes. Dominion Resources has been notified.
- Ice machine water valve remains open after tray is full. Ice machine is currently unplugged because no demand. Eugene contacting repair company.
- Approximately seven sanctuary windows require repair. Repair will be scheduled for after sanctuary renovations have been completed. Eugene will contact company for estimate.
- Leak in dishwasher drain piping repaired by Eugene.
- Latch on the center door to the playground in the youth wing malfunctioning. Jaymark adjusted but still malfunctioning. Eugene to notify Jaymark that additional repair required.

### Vision 2020 Sanctuary

- Renovations are complete except for final touches on the AV system, finishing restoration of the pews, and installation of the organ pipes in the choir loft.
- Manufacturer of new piano recommended piano to be maintained 63-68 deg year-round for optimum sound quality. Rough estimate of yearly cost increase for heating and cooling sanctuary is \$2400 for electricity and gas. Also, air conditioner would run continuously to maintain 68 deg during hot summer months, shortening equipment life. Ben investigating purchase of portable covering for piano so that area of climate control can be limited to that of piano. Currently complying with temperature suggestion while investigating. Cost of compliance would greatly increase during summer months.
- Some pews on far sides were slightly too short to be used as originally planned so Clif revised floor plan to accommodate.

- Property investigating installing half wall or curtain to enclose new/relocated AV equipment at rear of sanctuary. No action will be taken until all pews are reinstalled.

The meeting closed at 8:30 with prayer.

Tom Weeks  
Property Moderator

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Stewardship

No minutes received.

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Worship

No minutes received.