

# Ministry Meeting Minutes

## February 2021

In the time of the COVID 19 Quarantine

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### Administrative Support

Janet Baker, Clint Damuth, Ed Glucowski, 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.

Shared joys and concerns of the group. Prayers for Russ Brown and family, Janet's Dad (Leonard) and family.

Amanda opened the meeting with prayer.

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

Preschool report:

Registration for Fall 2021

Wednesday, February 17<sup>th</sup>: Currently enrolled students

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

Wednesday, February 24<sup>th</sup>: Open Registration

Summer Camp 2021 (Ages 2 to 6)

Three 2 week camps (Tuesdays, Wednesdays and Thursdays)

9am – Noon. Total fee for each camp is \$120, each camp has a \$40 non-refundable deposit and the remainder of the camp fee of \$80 is due when the camps start.

Registration begins Tuesday, March 23<sup>rd</sup>

Summer Camp 1: "Farm Animals" June 8, 9, 10, 15, 16 and 17<sup>th</sup>

Summer Camp 2: "Dr. Seuss" July 13, 14, 15, 20, 21 and 22<sup>nd</sup>

Summer Camp 3: "Insects" August 10, 11, 12, 17, 18 and 19<sup>th</sup>

2021 Liaisons/Update

David- Amanda

Emma – Amanda

Chi Yi – Janet

Lacy – Clint

Linda – Kay

Eugene – Ed

Saul – Cherie

Kathy – Cherie

David B - Ed

Business:

Budget – Approved at the January session meeting. Updated a miscalculation on the temporary disability reducing our budget by \$5000.

2020 Vision Update: All pews are in the sanctuary, all pews in the middle sections are bolted down. Working to finish up the side wing areas. Organ is in, extra pipes were donated to church. Pulpit doesn't yet have flooring, getting very close.

Amanda received an email regarding a laptop that had to be purchased to run the AV unit in the sanctuary, it was a couple thousand dollars. In short it was asking if Admin would cover the cost. Not an admin expense. Should be part of the 2020 campaign or if any ministry were to come up with funds it would be worship.

Saul Fox, has asked to be changed from contractor to employee, Everyone else is paid as salary or hourly, he wishes deposits to no longer go to Fox Music, but to himself. There was email correspondence from treasurer indicating that being paid as an employee would incur payroll taxes which aren't in the budget so he'd continue to be paid as contractor. We will evaluate for next year and adjust budget if necessary.

Upcoming Staff Time Away and Birthdays

Linda	Birthday	19 February
Kathy	Birthday	5 March
Saul	Birthday	9 April

David closed the meeting with prayer.

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#### Christian Education

No minutes received.

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#### Community Service

Meeting called to order: Connie Schreiber

The following members were present: Connie Schreiber, Martha Rudell, Di Ricks, Gloria Wardrup, Lynne Owen, and Emma Ouellette.

**Session Highlights:** Prayers for the family of Boy Scout leader Tom Houlihan who passed away and the family of Libby Rollins whose mother passed away. Reports from George Wong on Vision 2020 progress, Rose Ann Wehr and Amanda Long will attend the next PEVA meeting, reports from Ed Spillman and Richard Guy on Pledging, and Chi Yi Chen Wolbrink reported on new organ.

**Correspondence:** We received thank you notes from VA Supportive housing, Old Donation School, Beach Health Clinic, Faith Works Coalition, Meals on Wheels, St. Columba Ministries, Good News Jail Ministry, and Seton House.

**New Business:** None

**Old Business:** We are waiting for Endowment Committee to meet and decide about our request for funds to help feed the homeless in winter shelter this year. They are being housed in hotels because of the Pandemic.

**Agency and Project Reports:**

**Angel tags:** Lynne Owen. No report

**Beach Health:** Bill Warden. No report

**Red Cross Blood Drive:** Martha Rudell. There will be a Thoroughgood Neighborhood blood drive February 3, 2021 held here at Bayside Presbyterian Church.

**Christmas Caroling:** Joyce Ward. No report.

**Easter Baskets:** Connie Schreiber and Lynne Owen. Lynne will talk to Helmi at St. Columba about how many we will be able to give them this year.

**Faith Works:** Martha Rudell will contact Bob Brenton.

**Food Pantry:** Lynne Owen reported we shopped for 10 families, 18 adults, and 9 children. \$323.00 was spent. \$290.10 was donated.

**Good News Jail Ministry:** Audre Cannell. No report.

**JCOC:** Connie Schreiber reported JCOC is looking for more churches to help provide nightly dinners. We will consider doing this again in the future after Covid.

**Meals on Wheels:** Nancy Hamilton. No report.

**Samaritan House:** Susie Fulcher. No report.

**School Supplies:** Lynne Owen and Connie Schreiber. No report.

**Seton House:** Connie Schreiber. No report.

**St. Columba Ministries:** We donated 302 sandwiches and 3 cases of water.

**Thanksgiving Baskets:** vacant

**Winter Shelter:** Connie Schreiber and Lynne Owen. We will be using some of our food pantry supply to help PIN (People in need) feed Winter Shelter people being housed in hotels.

**Virginia Supportive Housing:** Di Ricks and Gloria Wardrup. We have nothing planned during Covid.

**Close with prayer:** Emma Ouellette.

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### Congregational Care

No meeting held.

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### Evangelism

No minutes received.

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### Global Mission

No minutes received.

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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.

Services are being recorded primarily by the staff and then handed off to Sperry for editing and posting to YouTube and Facebook. At January property meeting, motion was approved for Property to buy a new powerful laptop to speed up development of worship service videos. However, Sperry has since determined that the current method of using dual 24 inch monitors with the video editing software on one screen and the needed word documents, power-point slides, and email on the second monitor is sufficient and that using a laptop for video editing would not improve the process, even if the laptop was more powerful. Therefore, Property currently has no plans to purchase a more powerful computer to help with development of videos. However, in future, Property will consider buying equipment that is identified as helpful in developing the videos.

Discussed need for volunteers to operate sanctuary A/V equipment and to learn to use ProPresenter software to develop screen displays. If volunteers are not available, Bayside may need to hire someone specifically for those jobs. Recommend Worship Ministry advertise for volunteers.

Next outside clean-up effort on March 20<sup>th</sup>. Scouts have been notified and will help. Dumpster will be available.

Nuckols Tree Service, the tree trimming contractor, will cut back hollies, trim canopies around light poles, and do other misc tree work this month. Contract is not specific about misc work, but Rick will be present to ensure everything is done.

Rick and Les are continuing a final review of the security assessment provided by the VB police department in 2017. Assessment consisted of building and grounds recommendations and procedure development. Most recommendations were related to landscaping and are being resolved by trimming shrubs adjacent to building. Rick and Les are still developing required procedures which is lengthy process.

Ceiling tiles in room 512 damaged by past roof leaks. Property agreed that any tile replacement be one-for-one in lieu of modifying tile supporting system so ceiling matches that of adjacent rooms.

During pew refurbishing, contractor inadvertently stained floors and splattered walls in Adult Education Rooms. On off hours, Eugene and David Black will strip and refinish floors and remove splatter from walls. Contractor will reimburse Eugene and David.

#### Repairs

- Roadside streetlight cycles on and off every few minutes. Dominion Resources has been notified and expects 6-8 weeks to fix.
- 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.
- Property approved \$800 for refinishing sanctuary faded and water damaged windowsills. Windowsills will be stained to match railing.
- Repair of latch on the center door to the playground complete. Door working properly.

#### Vision 2020 Sanctuary

- Manufacturer rep for new piano recommended piano 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. Property requesting warranty requirements from piano and organ manufacturers to ensure any action taken on climate control does not void warranties.
- 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.

#### Fellowship Hall A/V Upgrade

- Worship Ministry received gift to upgrade fellowship A/V equipment. Clif is Property representative on team tasked to determine best way forward.

The meeting closed at 8:15 with prayer.

Tom Weeks

Property Moderator



Stewardship

No minutes received.



Worship

No minutes received.