

# Ministry Meeting Minutes

## October 2021

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### Administrative Support

Janet Baker, Clint Damuth, Ed Glucowski, Cherie James, Amanda Long and David Rollins met at 7pm in the conference room.

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

Shared joys and concerns, Vaccination concerns. Amanda opened the meeting with prayer.

July, August and September minutes were approved.

Liaisons provided updates on staff personnel.

Amanda and Cherie will be meeting with Kathy soon.

No Staff Needs to speak of. The new keyboard is here – joyful excitement! The new copier is here, staff are learning the new bells and whistles!

### Preschool Update:

Life Touch Studios: Pictures on Monday, October 4<sup>th</sup>, Tuesday, October 5<sup>th</sup> and Wednesday, October 6<sup>th</sup>.

Student Reports: Evaluations for all students will go home during the first week of November.

Halloween Celebrations: Begin on Wednesday, October 27<sup>th</sup> and continue on Thursday, October 28<sup>th</sup> and Friday the 29<sup>th</sup>.

Preschool Enrollment: We have one opening in kindergarten at this time. Every other class is 100% full.

Benefit Plan update – We have until 8 October to submit to BOP. Amanda has completed the entries, but wants to have Treasurer review and double check prior to submission.

We need to have future discussions regarding where the following positions should fall within the budget. (Admin? Worship? Other) noted for future agenda item.

Section Leaders

Praise Team Musicians

Child Care

AV Personnel

Upcoming Staff time away/birthdays:

Eugene	Vacation	4 – 8 Oct
Chi Yi	Svc to Wider church	10 – 14 Oct (Louisville)
Lacy	Off	8 – 10 , 17 – 20 Oct
Linda	Off	15 Oct
David	Vacation	28 Oct – 4 Nov
Linda	Vacation	18 – 19 Nov
Emma	Vacation	15 – 29 Nov
David	Vacation	24, 28 Nov

Clint closed the meeting with prayer.

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Christian Education

No minutes received.

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Community Service

Attendance: Connie Schreiber, Martha Rudell, Paul Verburg, Lynne Owen, Emma Oeullette, and Di Ricks on Zoom.

Correspondence: Thank you notes from Samaritan House and St. Columba Ministries.

Old Business: We discussed better ways to handle the Thanksgiving basket project. We decided to take up to 30 people who call the church and sign up with Linda Vogl and also referrals (about 10 each) from guidance counselors at Hermitage and Independence schools. Martha had done some research on how other churches do this project and found out some do it a week earlier giving the recipients more time to plan the dinner and giving us more time to distribute the bags. Some may already have enough food given by other groups and that could be the reason they don't pick up our bags. We decided to do the food drive a week earlier on November 13, 2021 since it's ok with the Boy Scouts to change the time of the food drive. We will collect gift cards again and give them instead of turkeys.

Agency Reports and Projects:

Angel Tags: Lynne has agreed to give gifts to 8 foster children from DHS and gift cards to 13 families from St. Columba, as well as call ins to the church from the community.

Red Cross Blood Drive: Report from Martha that the next Blood Drive will be at the church Nov. 9, 2021 from 2 until 7 PM.

Caroling: No report from Joyce Ward.

Easter Baskets: Connie and Lynne. No report.

Faith Works Coalition: Paul reported that during this fiscal year FWC completed 155 home repair events for low-income families in Virginia Beach and Chesapeake. They served 134 families comprising 273 individuals. The average family income for the folks we helped was \$18,601.

Food Pantry: Lynne reported that food pantry served 13 families, 23 Adults and 18 children. \$516.91 was spent, \$191.91 was donated by shoppers.

JCOC: Connie reported that JCOC is having a fundraising gala on October 15, 2021 celebrating JCOC's 35 years of service.

Samaritan House: Susie sent a report that they had a very successful golf tournament fundraiser on Oct. 5, 2021. October is Domestic Violence Awareness Month. Wear purple to show you stand against domestic violence on October 21, 2021.

School Supplies: Connie and Lynne reported that school supplies were delivered to the Tri Campus schools and St. Columba.

Virginia Supportive Housing: Di reported on the Old Donation fundraiser October 16-17, 2021 to benefit Virginia Supportive Housing and St. Mary's Children's Home.

Seton House: Connie had no report.

St. Columba: Lynne reported that we made 377 sandwiches for St. Columba and donated 3 cases of water.

Thanksgiving Baskets: See Old Business above.

Winter Shelter: Connie and Lynne reported the dates will be December 29 – January 5.

Closing Prayer: Emma Ouellette

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### Congregational Care

No minutes received.

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### Evangelism

The in-person meeting was opened in prayer by Peggy Damuth at 7:00 p.m. In attendance: Rev. Emma Oullette, John Danneman, Caroline Tetschner, John Hamilton and Peggy.

BRING A FRIEND SUNDAY is OCT. 17, 2021 – Discussed several items in preparation for Open House including BAGS – We received the Presbyterian booklets (thanks to Rev. Emma). Peggy will set out all the materials on Sunday and Caroline will stuff bags on Monday.

SNACKS – All agreed that simple “grab and go” items (nothing needing served) would be best for the Open House. Peggy will pick up mini muffins and single size o.j. from Costco. We'll

have coffee set up at church. Caroline will purchase napkins and capri suns. John Hamilton will pick up 4 doz. Krispy Kreme donuts.

GETTING THE WORD OUT – Business Cards with the Open House info are available! We began to hand them out 2 weeks ago, they are in small Ziploc bags so easy to grab on the way out of church. Encourage church members to share with friends, neighbors. Peggy will mention this in “Minute for Mission” at Sail on Service this Sunday and David will share info at Traditional Service.

PROMOTION – Emma created a FB post utilizing the business card image with all the info on it. SHARE, SHARE this. And encourage congregation to hand out the cards.

STAFFING – This committee will serve as the main volunteers. Rev. Emma will see about getting a door greeter volunteer (very important, as the “first face” newcomers will encounter). John H. agreed to serve as back-up if needed.

MEETING CONCLUDED 7:30 p.m. with Caroline offering closing prayer.

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### Global Mission

No minutes received.

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### Property

A virtual meeting was held using Zoom. Those present were Bob Allen, Les Parr, Rick Rudell, Steve Baker, Ben Hubbard, and Tom Weeks.

The meeting was opened at 7:15 (late start due to Zoom issues) with prayer for guidance of the ministry’s maintenance and improvement of the church property.

### **Items Discussed and Actions Taken:**

#### **Building Access**

- Additional access cards had been issued to members of various using groups. The master list of those individuals holding access cards is kept by the Church Secretary. Rick will review with the Church Secretary the classification of access issued with the cards by date and time and report to this ministry next month on suggestions for maintaining day and time restrictions on the access cards.

#### **Active Projects**

#### **Landscape Projects:**

- Hollies are scheduled to be trimmed by Nuckols Tree Service Friday, 10/8. Rick and Bill Warden have walked church grounds to identify additional tree trimming needs and have provided list to Nuckols to be accomplished in conjunction with trimming of Hollies.
- Fall Landscape Cleanup was proposed for 10/9 but scouts had schedule conflict so 10/16 was selected. Binnacle correctly lists 10/16 for Fall cleanup.

#### **General Maintenance Updates**

- Preschool. The Preschool will pay for the replacement of a leaking window in room 309. Mr Rogers Windows quoted \$5000 for two windows. Eugene will clarify how many replacement windows are actually required and investigate other possible, less costly, sources.
- Painting – There are currently no ongoing painting projects.
- Roof Leaks

The Choir Room ceiling leak source has not been located. It is occurring in a roof that is 10/15 years old. Eugene will continue to monitor this leak.

Water on floor at entrance to Fellowship Hallway at Kitchen continues to appear after heavy rains. There is no evidence that this leak is coming from overhead. Eugene has spoken with a member of a group who regularly meets at the church who has offered to view the roofing in area of leak. Eugene has had success on previous occasions with this individual locating sources of leaking at the church.

- Recycling services provided by private contractor - No market for recycled materials and most materials classified for recycling are being trashed. Recycling provider has been contacted to terminate service.

### New Items

- Bayside has an AED (Auto External Defibrillator) located in narthex. It's been several years since training was provided for staff and members. Special Events Provider of Emergency Medical Services originally supplied the AED and can train up to 10 people at a time at a cost of \$20 per person. Property agreed to fund Special Events to demonstrate proper use of AED for interested members and staff. Per those in Property Ministry that attended the past training, prior training was for certification and lasted about three hours. Purpose of upcoming training will not be to provide recertification, but just familiarity with using AED. Tom will get with staff and Special Events to identify the best day and time for training and post training signup sheet.

The meeting was closed with prayer at 7:45 pm.

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### Stewardship

No minutes received.

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### Worship

No minutes received.