

Ministry Meeting Minutes

June 2022

Administrative Support

Janet Baker, Clint Damuth, Ed Glucowski, Cherie James, Amanda Long and David Rollins met in the conference room at 7:15

Clint opened the meeting in prayer.

Shared of Joys and Concerns

May Meeting Minutes were approved.

Liaisons provided updates on staff personnel

Preschool Report:

No report. Summer Camp 1 began 7 June.

Discussed the following:

DYFO/DCE Search Update.

Finalized the Job description, decided to stay with the title of Directory Christian Education. Caroline Teschner will take the lead in posting on LinkedIn, 757 jobs. Also will be posting at Seminaries and Universities in the area, and Camp and conference centers. David and Emma are posting within PEVA and the main PCUSA job postings. Will start with the postings in the next few days. One word of mouth applicant already.

As candidates come, a list of questions will be sent to them. (i.e. faith statement, what do you love about Christian Ed/youth and family ministry, past successes/wins in your ministry). Local applicants will be interviewed in person, others outside of the area via zoom. \$40,000 – 50,000 salary range is consistent with what is being offered for similar positions within our area. Amanda will put together an offer letter that clearly lays out salary, benefits, time off, compensation, etc. to avoid future misunderstanding.

Stewardship is asking for our asking budget for the Aug mtg. Amanda will work to provide Admin's asking budget. Session may not meet in June but will meet in July.

Upcoming Staff Time Away/Birthday

David	ConEd Montreat	19 – 25 June
Chi Yi	ConEd Montreat	19 – 25 June
Linda	Vacation	20 – 24 June
Chi Yi	Service to wider church	26 – 30 June
David	Vacation	28 – 29 June
David Black	Birthday	7 July
Emma	Birthday	27 July

Amanda closed the meeting with prayer.

Christian Education

The meeting started at 7:16 pm

Cherokee Adams, and Michele Parker in Attendance

Scholarship

- Reviewed approved scholarships to give to Church

Sunday School

- Cherokee has been covering since Lacy's departure
- Michelle covering June 19th, Cherokee rest
- Reviewed Revo board slides will be sent to Linda for upload
- Emma to look into the Sunday School curriculum (littles)
- Present Word ordered for the next year

Youth Group

- Cherokee led them since Lacy's Departure
- Had the last meeting with pizza, soda, ice cream, and games

JAM

- Mr. Jay has led them wonderfully
- Last meeting last week 5/25
- 11 kids
- Fall? Do we ask Mr. Jay to come back? Do we pay him to lead it with New Director as a supervisor?

VBS

- Headquarters in Lacy's former office
- Emma leading
- Volunteers mainly for snacktime
- Schedule for the week prepped
- List decorating needs
- List of "Holes"
 - Donations
 - Teachers
- Ordered things
- Registration moving slowly
 - Another push to preschool
 - Idea floated to send out to community centers and coffee shops

Montreat

- Emma and Michelle to go

Meeting End 7:55

Community Service

Attendance: Lynne Owen, Connie Schreiber, Nancy Guy, and Annette Conley

Correspondence: Thank you letter from JCOC.

Old Business: Oh Baby Collection for Samaritan House is finished.

New Business: Budget for 2023. I asked members to think about what we will ask for and how we will disperse the money. We will devote more time to this next month.

Angel tags: Lynne, No report at this time.

Blood Drive: Sandy. No blood drive this month.

Easter Baskets: Connie and Lynne, No report at this time.

Faith Works Coalition: Paul Verburg reported that during the month of April and May, 2022 Faith works completed eight different projects. The projects involved water leaks in a bathroom which resulted in a new floor structure and new plumbing, repairing a defective electrical circuit, front stair railing and a grab bar in a shower, HVAC repairs, plumbing repairs and electrical circuit repairs.

The total cost for the repairs for the two months was \$3,792.00 for the materials. Labor costs were donated.

One of the projects involved young people from the Episcopal Diocese of Southern Virginia Youth Council teaming up with the youth at Old Donation to repair 120 feet of broken fence, securing a backyard for a family with a special needs son. There was no cost on this project to Faith Works.

Food Pantry: Lynne reported that we served 15 families, 33 adults and 15 children. \$ 651.55 was spent, \$375 Food Pantry cash was used, and \$276.55 donated by shoppers.

Samaritan House: Susie Fulcher reported that the “Oh, Baby” drive was a success. The congregation and preschool generously donated a large amount of baby and toddler items. I made multiple trips to the Samaritan House office to deliver donations. Samaritan House and the victims of domestic violence are very appreciative.

Samaritan House’s annual telethon will air on June 26 on Channel 3 at 8:00 pm. The focus will be on human trafficking. Tune in to learn about the issue and how it impacts Hampton Roads. Yes! Sex trafficking and labor trafficking are a real problem here in the area we call home.

Caroling: Joyce Ward, no report at this time.

St. Columba: Lynne reported that we made 330 sandwiches.

Thanksgiving Baskets: Mindy Liebau had no report at this time.

School Supplies: Annette and Connie reported that Annette will contact schools; Diamond Springs, Betty F. Williams, and Newtown Elementary. We will also give to St. Columba Ministries. Connie will give the information to Linda Vogl to put into the newsletter. The collection will begin July 24 and end August 28, 2022.

Seton House: Nancy Guy will be our liaison with Seton House.

Virginia Supportive Housing: vacant position.

Winter Shelter: Connie and Lynne will attend a meeting on June 21. Connie negotiated for the week of January 18-25, 2023.

Pace Bible Study: Lynne reported that they are no longer doing this project.

Next Meeting: July 5, 2022

Meeting Adjourned: Connie Schreiber

Congregational Care

No minutes received.

Evangelism

No minutes received.

Global Mission

No minutes received.

Property

Attendees: Bob Allen, Steve Baker, Clifton Furedy, Ben Hubbard, Rick Rudell, Larry Wehr, and Eugene Towler, Building Superintendent.

Opened Meeting with prayer at 7:15 pm following a meeting in the Sanctuary with all Ministry members led by Rev. Dr. David Rollins.

Building Security Status:

1. Rick Rudell provided an update on the Facility Use Policy. A revised version will be sent to the members of the Property Ministry prior to the next meeting so Property Ministry members may

vote on it and sent it to Session for approval and implementation. This policy will include security protocols for controlling and monitoring entry into the church during Sunday services. Property Ministry members will discuss these protocols with members in other affected ministries, such as Worship.

2. White Electric has completed the installation of the wall packs around the Church. Estimates of costs with scope of work to replace parking lot lights has been tabled, but saved, due to lack of budget funding and no immediate safety condition or function issues with this light and pole system.
3. Fire Marshall Inspection: Eugene reported that in the previous month the VB Fire Department's premises inspection contained requests for maintenance of existing lighting of exit signs which he is completing.

Active Projects: There are currently no ongoing active construction or maintenance projects on the Church premises at this time.

Maintenance Updates:

1. HVAC: The Damuth condition analyses for the scopes of work to replace existing boiler and separate sanctuary air handling unit were delivered to all Property Ministry members for review and discussion at July's meeting.
2. Plot Assignment Program is displayed in the Atrium and is an ongoing Property Ministry effort to sign up church members to participate in grounds maintenance.
3. Concrete plaque and the statue of the angel in the prayer garden were removed. Trellis will be removed when bees are no longer present.
4. This Ministry unanimously approved removal and disposal of "coke" machine from the church premises due to use, maintenance and utility costs.
5. The water leak at the doors between the kitchen and the Fellowship Hall remains after the installation of new masonry caulking in the exterior brick joints at the Fellowship Hall. Another roofing company will be scheduled to inspect causation of this leak

Other Matters: Leslie Parr plaque: awaiting family's input.

Closed Meeting with prayer at 8:15 pm.

Next Meeting: July 5, 2022

Minutes Recorded by Ben Hubbard, Ministry member

Stewardship

No minutes received.

Worship

No minutes received.