

Ministry Meeting Minutes

June/July 2023

Administrative Support (No Meeting in July)

Attendance: Amanda Long, Moderator, Nancy Guy, Clint Damuth, Cherie James, Ed Gluckowski by phone, David Rollins

Open with prayer: 7:15

May Minutes approved

Liaison Updates were shared.

Preschool update:

First summer camp commenced today and runs June 6-8 and 13-15. There will be another in July.

There are a few openings for fall in 2 day 3s, 5 day 4s and kindergarten. All other classes are full.

Budget: We continue to be over on Summer's benefits. Steve and Janet Baker are in Alaska and Amanda has been unable to reach them to straighten it out. Amanda believes it is a carry-over from an error last year.

Upcoming Staff Time Away:

June 7-8 David on Vacation

June 10-24 Emma Vacation and CE in Greece

June 18-25 David CE at Montreat

June 18-30 Chi-Yi CE and service to wider church at Montreat

July 6 Linda vacation

July 19-20 David vacation

August 25-31 David CE at Montreat

Staff Birthdays:

Emma July 27

Summer August 9

No meeting in July.

Adjourn with prayer 8:35

**Christian Education
(No Meeting in July)**

6/8 Meeting at 1:40pm

Marshall and Summer were in attendance

Marshall and Summer read over CE scholarships

1. All applicants approved to receive aid, but still not sure how much is going to each person

Relevant Updates shared:

1. Marshall will join the website implementation team
2. CE will institute new process to integrate adult education teachers
 1. Training→fill out proposal→ CE approves proposal
 1. All classes from here on out are modular unless otherwise specified
3. Summer and Marshall will lead another adult ed teacher training 8/13
4. Volunteer trainings for VBS 6/13 and 6/27 at Bayside 7pm
5. Pre Montreat packing meeting on 6/25
 1. open to all youth

Meeting ended 2:30pm

**Community Service
(No Meeting in July)**

Attendance: Emma Ouellette, Connie Schreiber, Mindy and Bob Liebau, Lynne Owen, and Martha Rudell.

New Business:

Bingo and Ice Cream Social on June 13, 2023, at Crescent Square at 5:30 PM. Mindy will bring ice cream and gift card prizes. They already have bottled water. Martha will bring Chocolate sauce, cherries, and napkins. Lynne will bring the bingo game, caramel sauce, whipped cream, pecans, and bowls and spoons. Bob will run the games and be the announcer. Connie will bring M&M/s and assorted sprinkles.

Samaritan House: Susie Fulcher announced that there were just a few donations to the Oh Baby Collection. She plans on thinking of a new collection for next year.

Winter Shelter: Connie announced that Dallas called and asked us to switch weeks to Nov. 29 – Dec. 6. They would like us to be closer to the churches before and after us so they won't have to

transport the mattresses and other things so far on the day they arrive and the day they leave. We got permission from Linda in the office to hold it that week. It doesn't conflict with any events at church. I called Dallas to tell him we will do that week but in the future we cannot do that week if it covers Thanksgiving. He assured me that would not happen because Winter Shelter begins with thanksgiving and the church that has committed to that week would still have it.

Faith Works: No report. We need someone to be the liaison since Bob Brenton has retired from Faith Works.

Food Pantry: Lynne reported that in May we fed 21 families, (26 adults and 30 children). \$1348.21 was spent, \$606.65 was donated by shoppers, leaving \$741.56 coming from the food pantry fund.

St. Columba: 196 sandwiches were made and given to St. Columba along with 3 cases of bottled water.

School Supplies: We will begin our collection in the middle of July since schools will start before Labor Day this year. We will ask Martha and Annette if they want to work on school supplies with Connie.

We ended with prayer by Emma Ouellette.

Meeting adjourned by Connie Schreiber.

Congregational Care (No Meeting in June)

Congregational Care Ministry Meeting Notes for July 11th, 2023, 7:00

Moderator – Rose Ann Wehr

Attendees: Paula Jesberg, Sandy Odom, and Emma Ouellette

Opened meeting at 7:00 with devotional reading.

Old business-

Report Ad Hoc for Phase One of Membership update:

Motion from Congregational care to vote on May 23rd Session Meeting – Motion is as follows: Congregational Care ministry moves that we approve the following church members to be on the Phase Two Membership update committee. Since Congregational Care will provide Church Directory-we would like to be involved in this portion of the cleanup of the church Roster. Annette Conley/Paula Jesberg/Sandy Odom /RoseAnn Wehr /Emma Ouellette –Staff Liaison Emma was unable to attend but sent update.

She is almost done with Church window updates and separating adult individuals from their parent profiles. She will finish when back at end of June.

Will be working with Session to contact people about membership removal -she is drafting letter for Session approval.

Since motion has passed, we will begin sitting at Visitor desk and hand out paperwork to have each attendee fill out the updated directory form -we want the most updated information in the Church Directory that we print and hand out or email our members. Paula will take to revisions to Linda and have her update the form that Annette created and have copies run. We discussed adding a few other items. Paula will prepare Newsletter article to be in July and Aug Binnacle - letting congregation know that we are updating the Church Directory and need the most updated information.

Paula will have clean copy of most recent Directory and as everyone updates information – she will check them off the directory and once complete -we will update Church Directory -if you can help - Please contact Paula.

July 2/9- Paula will man Visitor Station and hand out the forms and we will have bin that the filled-out forms can be put in and then we will update the current directly with that information received.

July 16th – RoseAnn will man station

July 23rd /July 30th /Aug 6th /Aug 20th /Aug 27th – if you can help -let Paula know.

Aug 13th – RoseAnn will man table

Father's Day – everyone loves the pen – RoseAnn has the order of 96 pens from Oriental Trading – will hand out on June 18th to all men of the church –Pens were handed to all men of the church on June 18th.

Card Ministry - Michael Raymer – cards sent to members and called members on their Birthday.

Revision of Funeral Policy – with not having 10 circles to help with preparation for funerals – it was discussed by RoseAnn/Bobbie and Paula that we need to revise the Funeral Policy – with one recent funeral – only 3 volunteers came from email sent to all on email list – Suggestion at PW monthly meeting was to mirror Royster funeral plan they provide the room and custodial set up, but food and planning is up to family to cater or have friends take care of with one person they can contact to ask where everything is. Need to start working on revamping this policy.

Copy is attached for your reference. Discuss when Emma gets back before any decisions are made.

Copy I provided was not the correct one – Bereavement Reception Procedures is the one needed- will make copies and we will discuss at July meeting.

Work with Summer and Youth -o do easy potluck -pizza and skit or talent show – just talking to her about it and thinking might be something nice to plan for summer or back to school/church school in September and Church Anniversary in Fall. **-We still want to do something -RW will speak with Summer and see if we can put something on calendar.**

New Business

Discuss how the address correction and manning the table for New Directory – Paula reports that she has gotten many corrections to the directory for addresses that were incorrect as well as changes on names and additions of some new members not listed in the current directory.

We will continue to man the Visitor's desk weekly and hope to have an updated current BPC Church directory to give to members in the Fall. Thanks for all the hard work and time devoted to the project. It is greatly appreciated!

Revision of Funeral policy – see attached sheet and we will discuss and come up with plan with Emma's input so we can create new policy to have approval of Session. –copy of the current Bereavement Reception Procedures form 6-21-2016- must be updated as we do not have the members to help the Bereavement team as in past so we will need to steam line it – we went over current at the meeting and Emma would like to see if we can combine Funeral Procedures together as well as revise the reception portion. More talk to come soon. Paula, Rose Ann and Jane Copeland, the PW President will coordinate a meeting to finalize a plan for Bereavement reception procedures that we will send to Emma for her TEAM plan among Staff/Worship/CC as it applies to Memorial or Funeral Services at BPC. Perhaps we can get a Hospitality Core Group to help with funerals and memorial so we can help those dedicated to the program now and give them support.

Bayside Presbyterian Church 70th Anniversary – Emma gave update on church anniversary – will begin with Raleigh Ringers concert on Sept 23rd -and go through Sunday Oct 1st- planning still in beginning stages but dinner planned and guest speaker for the Sunday service -more to come as planning continues and where we fit in and need to help with.

Our next Ministry meeting will be Tuesday Aug 8th.

Closed meeting at 8:00 with pray by Pastor Emma.

Evangelism

No minutes received.

Global Mission

No minutes received.

Property (No Meeting in June)

Attendees: Ben Hubbard, Rick Rudell, Eugene Towler, Steve Baker, Clifton Furedy and Paul K. Verburg

Opened Meeting with Prayer at 7:15 pm.

Active Projects:

1. Building Security Status: Rick discussed the Facility Security Assessment and the Religious Institution Safety and Security Academy that will take place this year (date to be determined). The committee, after a discussion of what other Churches are doing, has

decided that Bayside should lock the doors when our services begin. Paul will discuss this with Rev. David Rollins.

2. Buildings Diagrams: Ben discussed two proposals from Hackworth. The committee authorized an additional \$350.00 to complete the copying the architectural drawings. The total projected cost is now expected to be \$850.00.
3. Roof & Flooding in Fellowship/Kitchen Area: The committee has decided to paint the floor in the space between the doors from the kitchen to the fellowship hall, the wall one block tall and the block on the wall entering the fellowship hall, one block tall, and the floor near the wall with a sealant. The committee has decided to take this action since the water coming into the space has been greatly reduced by the sealant that was put into the cracks.
4. Windows: The hardware for the windows that were repaired need to be addressed. The cost is projected at \$600.00 to \$700.00 per window. The project is on hold and will be addressed at a later date.
5. Budget: The budget for 2024 is being worked on with two worksheets handed out.

Maintenance Updates:

1. Plumbing: Eugene identified a problem with two of the toilets and it is being addressed.
2. HVAC: There are no issues at this time.
3. Painting: The quote from R&P Painting Inc. for exterior painting was updated. The additional work that was done added \$250.00 to the bill. The total cost was \$1,525.00. A new quote in the amount of \$3,885.00 from R&P Painting, Inc. to paint the music room was discussed. Eugene will contact the company with additional questions and get back to the committee.
4. Fellowship Hall folding chair seats: Project of cleaning the folding chairs is ongoing.
5. Sunday school chairs: The project to repair the Sunday School chairs has been cancelled. Ocean Lakes Community Church donated chairs to Bayside that are in better shape than the ones we are using. Eugene will send a letter thanking them for the contribution. We will keep some of the current chairs that are in good shape and the remainder will be picked up by Habitat for Humanity.
6. Mold in the bell room: Eugene is in the process of trying to clean the floor.
7. Outdoor Electric Sign: The project is in the works.
8. The Boy Scouts request for a shed is on hold. The item will be removed from the agenda and addressed when they are ready to proceed and contact us.
9. Two quotes were presented for the replacement of the choir room tile. Worldwide Enterprises inc. provided a quote in the amount of \$8,448.00 and two quotes from WC Carpenter. One quote totaled \$9,995.32 and the second totaling \$12,967.84. Eugene will contact the companies and request different types of flooring that can provide the quality we want and also reduce the cost.

Maintenance items continued:

10. The Girl Scouts request for a garden has been tabled and will be addressed when they are ready to proceed and contact us.
11. Two quotes were presented concerning the repair of sidewalks on the property. A quote from Precision Safe Sidewalks, LLC. Came in at \$29,331.00 and a quote from CJ CONCRETE JACK came in at \$12,153.25. It was decided that Eugene and members of the Committee would walk the property for a review of what needs to be done and Eugene then would get the two companies back for revised quotes.
12. Heads Up Sprinkler System, Inc. has repaired the system costing \$381.50.

Closed Meeting with Prayer at 8:30 pm.
Next Meeting: August 2, 2023
Minutes Recorded by Paul K. Verburg Moderator

Stewardship

June Stewardship Ministry Meeting Minutes – June 6, 2023

In Attendance were Betsy Davis, Tom Winter, Ed Spillman, Richard Guy and David Rollins. The meeting opened with prayer.

The financial statements were reviewed; it was noted that the income portion is lagging somewhat. Historical data was not available for review at this meeting.

Continuing Business:

A diamond ring was bequeathed to the church. Richard will contact some jewelers to get the ring appraisal evaluated/updated. It appears that it will be a good option to consign the ring at a jewelry store.

The Cannell estate distribution is still pending.

Our Consecration Sunday speaker will be Martha Mitchell. Sunday October 1st.

We closed with prayer.

July Stewardship Ministry Minutes – July 11, 2023

In Attendance were Betsy Davis, Richard Guy, Ed Spillman, Luanne Wong, Tom Winter and David Rollins.

The meeting was opened with prayer.

The midyear financial statements were reviewed by everyone. It appears at this time that the pledged income is lagging possibly more than we would expect. This impacts our historical review of last years numbers, with the church assets declining in proportion. It was decided to send out midyear giving statements with thanksgiving.

Continuing Business:

The appraisal of the bequeathed diamond ring is still pending. Richard will update us next month on this. Consignment still appears to be a good option unless a buyer from the congregation comes forward.

Tom has been in contact with Powell Peters, the executor of the Cannell estate. The most recent info points to the distribution being made very soon.

Stewardship Sunday is October 1, 2023 with guest pastor Martha Mitchell preaching. Some

members will be giving minutes for mission prior to this date.

Action Items for session: Raleigh ringers approval and approval of 5 scholarships.

The meeting was closed with prayer.

Worship (No Meeting in June)

Bayside Presbyterian Church
Worship Ministry minutes
July 11, 2023

Present: Chris Pascuzzi, George Wong, Sperry Davis, Chi Yi Wolbrink, Wayne Pollock, David Rollins

I. Raleigh Ringers

1. Ticket sales going well
2. Endowment was approved by Session
3. 308 maximum seating (Fire Marshall)
4. Discussion of how/where to advertise
 1. BPC staff will advertise in newsletter, bi-weekly emails, Facebook page
 2. Multiple neighborhoods (Thoroughgood, Great Neck, Pembroke Meadows); possibly advertise in their newsletters
 3. George looking at possibly article in The Beacon

II. Music Report

1. Chi Yi invited children's choir and parent to join summer walk0in choir; practice 9am Sundays
2. Organ company workers are installing more lower pipes July 12-13
3. Choir room and robing room will be renovated August 5-September 1
4. Collaborative Handbell workshop on 9/23, 3:30-4:30pm
 1. Invited will be Haygood UMC, Kings Grant PC, Church of Holy Family
5. Planning underway for Fall music, which includes Advent, Christmas until Epiphany
6. December Services
 1. Cantata - Dec 3, 2023
 2. Christmas Eve Sunday, Dec 24
 1. 11am combined
 2. 4 pm (230 attended in 2023)
 3. 7pm (240 attended in 2023)
 4. No 11pm service (18 attended in 2023)
 3. New Year's Eve Service
 1. Combined 11am

III. First Sunday Flowers

- A. Members have signed up to provide fresh flowers for the first Sunday of each month

IV. Alternate communion wafer

1. Chi Yi brought a sample wafer to try

V. Miscellaneous

1. It was requested that we publish the numbers of attendees/individuals logging into to our streamed Services on Sundays.
 1. It was decided that these should be published in the Session minutes