

Ministry Meeting Minutes

March 2022

Administrative Support

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

Shared of Joys and Concerns – prayers for Patrick’s sermon discernment, he is preaching 2 Sundays in Lent.

Amanda opened the meeting with prayer.

February Meeting Minutes were approved.

Liaisons provided updates on staff personnel

Preschool Report:

FALL 2021 REGISTRATION:

Openings: Toddler classes have several days full while the rest still have available T/Th 2 ½’s class is full and there are several W/F spots available, 2-day 3’s openings with 3 and 5-day 3’s full, 4-day 4’s class has 2 openings and we have several 5-day 4’s openings, and the Kindergarten class has openings

SUMMER CAMP REGISTRATION: Begins March 16th

Camp 1 – “Ocean Fun” – June 7, 8, 9, 14, 15 and 16

Camp 2 – “Dinosaurs” – July 12, 13, 14, 19, 20 and 21

Camp 3 – “Outer Space” – August 9, 10, 11, 16, 17 and 18

Business

Staff Needs

- DYFO/DCE Search Update – beginning the process, currently Amanda Long, Ed Glucowski, Lynne Owen, Neil Bonney. This was shared with all ministries prior to breaking into individual ministry groups.
- DYFO/DCE Transition Update – beginning the process, currently Clint Damuth, Cherokee Adams, Ellie Velasquez, Neil Bonney, Lindley Fox, others, have met and have begun initial discussions to ensure a transition plan is in place. This was shared with all ministries prior to breaking up into individual ministry groups.

Upcoming Staff Time Away

Lacy	Vacation	8 – 15 March
Lacy	Youth Retreat	18 – 20 March

Emma	Vacation	21 – 28 March
Emma	ConEd	29 Mar – 2 April
David	ConEd	16 – 22 May

Upcoming Staff Birthday

Kathy	Birthday	5 March
Saul	Birthday	9 April
Chi Yi	Birthday	5 May

Clint closed the meeting with prayer.

Christian Education

The meeting started at 7:13 pm

Cherokee Adams, Lacy Randall, and Ellie Velasquez

VBS

- We discussed what VBS has looked like in the past
- How parents register
- How groups are set up and schedules

Lacy

- What does everything look like prior to her last day:
 - VBS is the big thing we are leading into for the summer
 - JAM
 - Prepping for Mr. Rogers Day
 - Curriculum “What’s in The Bible”
 - Not a big deal if JAM ends a few weeks early with Lacy’s departure.

Youth Group

- Youth Retreat is scheduled for 3/18/22- 3/20/22 at Great Wolf Lodge in Williamsburg. Cherokee and Lacy will attend.
- Cherokee covering Youth Group on the 13th, but no Youth Group on the 20th.
- Youth Sunday will be 5/2/22

Meeting ended at 7:29 pm

Community Service

Attendance: Emma Ouellette, Mindy Liebaw, Annette Conley, Nancy Guy, Lynne Owen, and Connie Schreiber

Session Notes: May 1, 2022 Youth Sunday and food trucks, Session retreat March 19 9:00-12:00. Bring donations of canned food. Lacy Made a motion to approve Art Camp this summer

and the motion passed. Youth trip to Great Wolf Lodge in March and Montreat in July. Welcome Center needs volunteers. Wednesday night Lenten study in person and on zoom.

Budget: We discussed finding more money for Pin Ministries, but no decision was made.

Reports:

Angel Tags: Lynne, no report.

Red Cross Blood Drive: Since Martha Rudell has resigned from Community Service and Blood Drive, Sandy Ronan, Annette Conley, and Carol Scott will work together on Blood Drives.

Easter Baskets: We will begin collecting completed baskets March 15, 2022 and end Palm Sunday. Annette volunteered to shop and make baskets if money is donated. Connie, Nancy, and Mindy volunteered to deliver baskets to St. Columba.

Faith Works: Paul Verburg will continue to report on Faith Works until someone else on our ministry is interested in doing it. He reported on 5 projects, various home repairs that were completed in the past month. They are posted on the bulletin board.

Food Pantry: In February we shopped for 12 families, (33 adults and 18 children). \$633.46 was spent, \$315.97 was donated, \$317.49 came from food pantry budget.

Samaritan House: Susie reported that we will have the “Oh, Baby” collection in May. She put an article in the Binnacle about Samaritan House and suggested we do the same with other projects.

Caroling: Joyce Ward, no report.

St.Columba: 280 sandwiches were donated and delivered to St. Columba.

Thanksgiving baskets: Mindy has agreed to lead the project and Martha will fill her in on the project.

Seton House: Nancy Guy will be our contact person for Seton House.

Winter Shelter: The homeless are now in hotels instead of churches due to Covid outbreaks.

Closing Prayer: Mindy Liebau.

Next Meeting: April 3, 2022 at church 7:00 PM unless notified otherwise.

Meeting Adjourned.

Congregational Care

No meeting held.

Evangelism

No meeting held.

Global Mission

No minutes received.

Property

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

Opened Meeting with Prayer at 7:20 pm following a 20-minute meeting with Ministry members led by Rev. Emma Ouellette.

Building Security Status:

1. Rick Rudell is obtaining the Building Use Policy, Access Control Document and the Form signed by Outside Groups so the Ministry can update for review and approval by Session.
2. The quote from White Electric for replacing the wall packs around the Church was discussed.

A motion was made and approved for the work to be done. The total quote is \$4,691.00 and will come out of the maintenance operating budget. It was noted that the amount may increase because of additional lights that may need replacing or repairing.

3. Dominion Power has scheduled the installation of the light at the Ewell Road entrance. The cost of the replacement is \$369.00 which will be charged to the operating budget.
4. Parking lot lights and poles: Eugene is in the process of getting estimates for their replacement.

Active Projects: There are currently no ongoing active construction or maintenance projects on the Church premises at this time. The replacement of the wall packs will begin at some date as the contracts have been signed. The repair for the leak on the roof will also begin soon as the contract has been signed with CentiMark.

Maintenance Updates:

1. Plumbing: A bathroom in the Scout hall is being monitored and a plumber has been called as water keeps showing up in the hall. Preschool has agreed to pay part of the cost to repair the leak.
2. HVAC: A pump has been replaced which affects the right side of the Sunday school hallway.
3. Preschool—Playground Fence: Affordable Fence & Railing submitted a quote to the Preschool for the installation of the playground fence in the amount of \$4,219.00. The

quote was discussed and the Ministry agreed that the work could be done. The Preschool is paying for the new fence.

4. Spring Yard cleaning:
 - a. Various dates were discussed. The Spring cleanup will be scheduled for April 2, 2022 with a rain date of April 9, 2022. The starting time will be 8 AM and we will end the workday at 12 AM. The yard should be in good shape for Easter Sunday April 17, 2022.
 - b. It was decided that we should plant flowers around our entrance sign, along the entrance to the Church and in the triangle garden. This has not been done for the past two years due to COVID.
 - c. We are going to reinstate the Plot Assignment Program. This has worked well in the past.
 - d. Notices will be posted in the appropriate Church publications concerning the above.
5. CentiMark Roof Repairs and Maintenance Contracts
 - a. A contract for roof repairs from CentiMark was discussed. A motion was made and approved. The amount of the contract is \$3,926.00 and will be charged to the operating budget.
 - b. A contract for roof maintenance from CentiMark was discussed. A motion was made and approved. The first installment of \$1,350.00 will be paid when the roof repairs are complete. The amount will be charged to the operating budget.

Other Matters:

1. Donation Policy: The Property Ministry decided that this was not under our control and we are referring this to Stewardship. It was brought up that groups using the premises should be giving a donation and not paying rent as this could affect our tax-exempt status with the IRS.
2. Suggestion Box: The Property Ministry discussed and decided that we do not need a box for Property. This is being sent back to Session to discuss if one is needed for the Church.
3. Leslie Parr plaque: The Ministry discussed and is still in agreement that a plaque should be hung above the door or on the wall because of Leslie's many years of service and devotion to Bayside. It was noted that we have honored others with the planting of trees and there is a plaque on the wall outside of the kitchen honoring one of our members.

Closed Meeting with Prayer at 8:10 pm

Next Meeting: April 5, 2022

Minutes Recorded by Paul K. Verburg Moderator

Stewardship

No minutes received.

Worship

No minutes received.