

Ministry Meeting Minutes

May 2022

Administrative Support

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

Shared of Joys and Concerns

March Meeting Minutes were approved.

Liaisons provided updates on staff personnel

Preschool Report:

Fall Registration – Available openings in the 5-day 4’s classes and in the Kindergarten class for the Fall of 2022. All other classes are currently full with waitlists.

Graduation and Last Day – Friday, May 27th – as follows:

Kindergarten Graduation is at 12:30 in the YA Room.

Summer Camps:

Summer Camp 1 (“Ocean Fun” – June 7, 8, 9, 14, 15 & 16)

Summer Camp 2 (“Dinosaurs” – July 12, 13, 14, 19, 20 & 21)

Summer Camp 3 (“Outer Space” – August 9, 10, 11, 16, 17 & 18) There are available openings in all 3 camps.

Discussed the following:

Staff Needs – Pro-Presenter software coming due for renewal, 1 June. Renew for one year.

DYFO/DCE Search Update

Search team has been very busy working on the Job description with a goal of posting to various places (David and Emma are looking for places to post within PCUSA, Seminaries, linkedIN, Indeed, 757jobs, PEVA, Conference Centers) to obtain qualified applicants. Job description has been provided for review and feedback, the hope is to post mid-late May. Once all is in order, Amanda will put together a benefits package.

DYFO/DCE Transition Update

Clint is away, but Amanda advised that Clint indicated the transition team has been busy working to ensure coverage is in place until our new staff member is in place. Still working for someone to coordinate VBS.

Upcoming Staff Time Away/Birthday

Emma	Service to wider church	2 – 6 May
Eugene	Vacation	12 – 13 May
David	ConEd St Louis	16 – 22 May
David	ConEd Montreat	19 – 25 June
Chi Yi	ConEd Montreat	19 – 25 June
Chi Yi	Service to wider church	26 – 30 June

Linda	Vacation	20 – 24 June
David	Vacation	28 – 29 June
Chi Yi	Birthday	5 May

Amanda closed the meeting with prayer.

Christian Education

No minutes received.

Community Service

Attendance: Lynne Owen, Nancy Guy, Annette Conley, Mindy Liebau, Sandy Ronan, Emma Ouellette, and Connie Schreiber.

Meeting called to order: Connie Schreiber

Correspondence: Thank you letters from Samaritan House and Good News Jail and Prison Ministry.

Report from Pastor Emma Ouellette and Annette Conley: Reported on session meeting and Elder Retreat. Good discussions were held at the retreat. It was noted that we must not just have discussions but work on things such as better communication, reaching people through the website, and reaching out to the community.

Old Business: 89 Easter baskets were donated. 88 were given to St. Columba Ministry and 1 to a child in our preschool.

New Business: Susie Fulcher sent a report that the “Oh Baby” Collection has begun for Samaritan House.

Agency and Project Reports:

Angel Tags: Lynne Owen had no report.

Blood Drive: Sandy Ronan has agreed to coordinate Blood Drives. Martha Rudell has been doing this job for several years and has resigned. We appreciate Martha’s years of work and are grateful that Sandy has agreed to come back. Sandy reported that they collected 24 units of blood today.

Easter Baskets: See Old business above

Faith Works Coalition: Paul did not have a report today.

Food Pantry: Lynne Owen reported that we shopped for 21 families, 50 Adults and 30 Children. \$994.41 was spent, \$454.41 was donated by shoppers, and \$540 was came from the food pantry fund.

Samaritan House: See report from Susie Fulcher in New Business.

Caroling: No report from Joyce Ward.

St. Columba Ministries: Lynne reported that 180 sandwiches were taken to St. Columba in April.

School Supplies: Our collection will start mid-July and end Mid-August. Annette suggested we donate some of our supplies to Louise Luxford and she volunteered to help.

Thanksgiving Baskets: Mindy Leibau has agreed to head the Thanksgiving Basket collection. Our food drive will be November 12, 2022.

Seton House: Nancy Guy will be our contact person. No report today.

Virginia Supportive Housing: This job is vacant since Di Ricks left.

Winter Shelter: Connie Schreiber and Lynne Owen had no report.

Pace Bible Study: Lynne reported that she and Carol Scott have not been doing the Bible study since Covid arrived and believes there is not a desire for one at this point.

Closing Prayer: Emma Ouellette did the prayer.

Meeting Adjourned: Connie Schreiber

Minutes Submitted: by Connie Schreiber

Congregational Care

Attendees. RoseAnn Wehr Emma Ouellette Paula Jesberg and Sandy Odom

Old business

Easter Brunch was great success even with the modified version. Actually, received several compliments on having things ready to take and eat Had about 77 attend as well as Paula helped With boxes for musicians Everything was well received and well worth the work and effort for our small team Cost was 380 plus decorations which we will save for future brunch

New Business

Mother's Day - discussed giving out flowers to our women of Bayside. RW will purchase and be at church to give out after 9:00 and 11:00 services. Paula will be at 11 and will help

Father's Day we will give out remainder of pens we have about 50 left May need to just get about 20 more

Since we had our first congregational event including food would like to see about picnic for September maybe going in with worship or education at beginning of Fall programs

Discussed our congregation and how to help. It was brought to our attention that this month's Birthday list had a deceased person on the calendar of birthday celebrations as well as a divorced couple on the Anniversary list we need to get with office and clean up list and send out correspondence to get true list of active Bayside members and Paula has volunteered to be contact to get information. Perhaps like census to get true accounting and current information so we can update and really help our congregation as needed. Comment made how can we minister when we don't have current membership list to know who to minister to RoseAnn will meet with Emma and discuss something in newsletter and binnacle so we can get true list of our active congregants

Meeting adjourned at 8:00

Evangelism

The in-person meeting began at 7:00 p.m. and was attended by Rev. Emma Oullette, Caroline Tetschner, John Hamilton and Peggy Damuth. The following items were discussed

WELCOME CENTER BROCHURE – Based on the suggestion of a congregant, we discussed the need for a general church brochure. The challenge is with limited space in a one page foldable, it cannot have extensive information but does provide room for an “overview” of what Bayside is all about, can provide bullet point info about classes and services, along with Website referral where interested people can find more detailed information, including time sensitive calendar info, that is more appropriate on a website. The thoughts were shared with Rev. Emma, who would coordinate back with the interested parishioner for feedback and further info.

SIGNS – The group talked about the effective food truck sign and how to parlay that into a “I love my church” sign (or something similar) for individuals to put in their yards. Rev. Emma will ask David about this, and the group will discuss possible next steps, if we believe this is something feasible and doable.

LIVING NATIVITY 2022 – is scheduled for Dec. 10 and 11. Peggy will call to reserve the animals for these 2 dates.

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

MINUTES prepared by Caroline and reviewed/approved by group.

Global Mission

The meeting began at 7:20 pm

Bob Orcutt, Mark Schreiber, Karyn Simonelli in attendance

Special Offerings:

Karyn will get the total amount gifted for One Great Hour of Sharing

**** As of May 10, 2022, we have collected \$900 for OGHS****

Mark is coordinating the Pentecost offering.

- Minute for Mission this Sunday (May 8).
- Phone blast, Facebook, and Binnacle.
- 40% of Pentecost offering stays at Bayside for the youth of the church... earmarked for youth development.

Update on Kinshasa, Democratic Republic of Congo

- They are working on building another church. Have asked for funds from us. Looking for \$10,000 to develop the new church. We do not have the funds to do that now.

Meeting adjourned at 7:55 pm.

Property

Attendees: Bob Allen, Steve Baker, Clifton Furedy, Ben Hubbard, Eugene Towler, Larry Wehr and Paul K. Verburg

Opened Meeting with Prayer at 7:11 pm following a 15-minute meeting with Ministry members led by Rev. Dr. Emma Ouellette.

Building Security Status:

1. Rick Rudell was absent. However, he reported prior to the meeting that he is still working on the final draft of the Facility Use Policy and hopes to have it finished soon.
2. White Electric had provided a quote for replacement of the parking lot lights and poles in the amount of \$20,706.00. Eugene obtained a second quote from Ken's General Contracting in the amount of \$29,906.37. Due to the cost, it was decided to postpone this project.

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

Maintenance Updates:

1. Plumbing: No issues at this time.
2. HVAC: No issues at this time.
3. Preschool—Playground Fence: The work has been completed.
4. Spring Yard cleaning:
 - a. The flowers were not planted as our supplier did not have them in stock. Bob Allen will obtain the flowers as soon as they are available.
5. We are going to reinstate the Plot Assignment Program. Paul will head up this project.
6. A motion was presented and approved to remove the trellis, the fountain and the statue of the angel in the prayer garden as they are both damaged. It was decided to keep the fountain instead of removing it. The base dedicating the garden has been repaired. The statue has been removed and the trellis will be removed when the bees are not so active.
7. Heads Up Sprinkler Systems, Inc. provided an estimate in the amount of \$2,067.89 for the repair of our sprinkler system. This work was approved and Eugene will schedule the work to be done.

8. White Electric provided a quote to put sensors in the bathrooms in the amount of \$1,274.00. The preschool will contribute \$500.00 towards the project. The work has been scheduled with the goal of decreasing the electric cost.
9. Damuth Trane provided a quote for a Carrier Condenser fan motor, blade and crankcase heater in the amount of \$1,476.09. The parts have been ordered and the work will be scheduled when the parts arrive.
10. The automatic entrance door is not working. Coastal Automatic Door has been notified and will provide an estimate to resolve the problem.
11. The puddle of water has again appeared in the hallway leading to the fellowship hall. Since it does not always appear after a storm, we will keep an eye on it.

Other Matters:

1. Leslie Parr plaque: Session has approved the placement of a plaque in the hallway. Paul will contact Marie Parr concerning the wording.
2. Cost Increases:
 - a. Bay Disposal notified us that the dumpster pickup charge would increase from \$215.48 to \$243.00.
 - b. Brennemans Lawn Care notified us that their charge would increase from \$225.00 per week to \$230.00.
3. Clint Damuth meeting: Paul had a meeting with Clint Damuth concerning the equipment that Damuth Trane services and the projected cost to replace the items and the projected date that the work would need to be done. Clint agreed to provide the report as soon as he can.
4. Bayside Budget: A discussion was started concerning the budget shortfalls for next year. This topic will be included in future agendas with the goal of providing potential solutions for the Session to consider.

Closed Meeting with Prayer at 8:31 pm.

Next Meeting: June 7, 2022

Minutes Recorded by Paul K. Verburg Moderator

Stewardship

No minutes received.

Worship

Worship Ministry Minutes

Members Present:

David Rollins, Chris Pascuzzi, Wayne Pollock, Marie Parr, Mary Jo Kennedy, George Wong

The meeting began at approximately 7:10. We started with a discussion regarding the serving and preparation for communion. It has been determined that 4 servers are sufficient for the traditional service at this time. George Wong provided an updated serving chart for both communion and offering collection. Copies of these will be available for those who are serving.

We will be looking for a person to be in charge of communion to take Marie Parr's place, Chris is the point of contact in the interim. George Wong has recruited ushers for the remainder of the year, we will also need a person to be in charge of this beginning in 2023.

There is a request from the ushers to have more bulletins available. Even with the use of screens we still need bulletins to show the order of worship, and lots of folks take them home and possibly share them with others. Also we want visitors to have something to take home.

David will ask Sperry and Robert about the screens for the back, we have the funds available. There was mention that we will need additional volunteers to work the back screen as it is a separate operation even though it is showing the same words as on the front screens.

We made plans to distribute carnations to all the mothers this coming Sunday for Mother's Day** For Pentecost we plan to get little red bags and fill them with Hershey's kisses to give out after the service to promote the idea of sharing the spirit, etc.

We talked a bit about new elements for the combined services such as lay readers and possibly intinction on occasions. We will discuss this further next month.

Feedback for Easter service music was that it was absolutely wonderful! We look forward to more of the same in the future.

Sarah Williams is working on a riser for the drum kit, it was determined that there are ample funds in the Vision 2020 fund to cover this cost which is estimated to be between \$250 and \$300.

We will ask David about using the friendship registers again.

I believe the meeting ended around 8:15 or so.

Chris Pascuzzi

**Since the meeting it has come to my attention that Congregational Care has already made arrangements for the flowers for Sunday. I am waiting to hear if they are also planning to do anything for Pentecost.