

**St. Mark's United Methodist Church**

**Guiding Council Meeting Minutes**

**March 21, 2022—6:30 pm—Zoom Teleconference**

**Members Present:**

Administration: Betty Schiele, Anne Boyle, Sarah Vaughan

SPRC: Julie Marshall

Trustees: Laura Godwin, Justin Coffey, Rob Heare

Finance: Chris Franklin, Kendall Humphries, Kitty Ambers

Lay Leadership: Jon Ryan, Lynne Kelly

Secretary: Dani Corrigan

Lead Pastor: Justin White

**St. Mark's Staff Present:** Kelly Chin, Hannah Hopper

**CALL TO ORDER (6:31)**

Betty called the meeting to order and conducted roll call.

**DEVOTION – Julie Marshall**

Julie shared a “How to Manage Your Mountains” from *Settle My Soul Devotional*. It discusses Psalms 62: 5-6: *Yes, my soul, find rest in God; my hope comes from Him. Truly He is my rock and salvation; he is my fortress, I will not be shaken.* Mountain climbers face physical changes to their body from the stress of changing altitude. If they do not take necessary precautions for their body, it can cause serious precautions and even death. This is a reminder to us it is important to rest our bodies and souls. When we carve out time to rest with God we refresh and refuel. There was discussion on how important this is as everyone on Guiding Council is giving of their time and it is important that everyone takes time to rest with God.

**OPENING PRAYER-** Julie Marshall

**PRAISES (6:38)**

- Betty is excited for Sunday services attendance. Yesterday's attendance for 9:00 A.M. service was 107 and 11:00 A.M. service was 124; plus, maybe more that came in after the count.

**MINUTES (6:40)-** Betty Schiele

The February 2022 meeting minutes were reviewed. No changes were proposed. Chris moved to approve the minutes for the February 21, 2022, meeting and the motion was seconded by Sarah Vaughn. The motion was approved unanimously.

**FINANCE (6:42): Reports in Google Docs**

Chris Franklin informed:

- February P&L Highlights:
  - Income is slightly below budget and below last year. Offering is down but we are seeing favorable income with rentals. Rental income is above budget and higher when compared to last year.
  - Expenses are right on plan. They are higher than last year which is to be expected as the building was shut down more last year.
  - Net income for the month was a loss of \$3,800. This is \$6,000 worse than last year.
- YTD P&L Highlights:
  - Total Income for the last two months is -\$12,700 off budget. This is -\$8,200 better than last year
  - Total expenses were favorable at \$4,900 which is \$3,000 worse than last year. Staff Parish is \$3,800 lower than plan which is offset by higher expenses with Building and Grounds expense. This is a net income loss of \$3,400.
- Balance Sheet Highlights:
  - Total savings: \$143,000
  - Total assets: \$1.7 million
  - Mortgage: \$1 million
  - HVAC loan: \$51,000
  - Total Liabilities and Equity: \$1.8 million
  - Current Assets include: \$21,000 in Capital Campaign and \$20,000 in operating fund
  - Finance will be looking to do another loan for the new HVAC similar to CLC HVAC. There needs to be a firm bid from James River to have official loan paperwork.
- Financial Statement Change: The principal payment for mortgage will no longer be included in the P&L. It will be in the expense sheet. The payment is a cash flow item however it is not an expense and by putting payment on P&L, the balance sheet did not reflect net income. The net income on the balance sheet with match the new income on the P&L.
- Kelly reminded the group that the 2022 approved budget exceeded the anticipated income. We expect to see a loss until we have additional givers. Chris added that we use last year as a benchmark as this year is a stretch budget.
- Hannah reports do not be discouraged as we are hoping to pay the mortgage from the Capital Campaign. The rental income is looking great. We continue to have new givers. Betty added it is too early in the year to be discouraged.

## **CAPITAL CAMPAIGN (6:53)**

Justin White informed:

- More than halfway done with the sermon series and campaign. One more Sunday until commitment day which is April 3. There will be one service at 11:00 A.M. and a celebration lunch following. So far Hannah has received 67 confirmed to attend.
- There have been some advanced pledges and gifts for a total of \$36,000.

Lynne Kelly informed:

- One prayer walk was well attended, the other two were just Lynne. There is a video available online.

Betty Schiele informed:

- Luncheon meal details have been planned by Martha Seitz. Unfortunately, she has a family member who is ill, and she will need to be out of town and unable to cook. She has worked with Betty to assist with planning the logistics. Mary Lou **Sybert** will be making cupcakes. There will be an email requesting help with set up.
- Justin White reported the service should be about an hour, to help in planning for lunch. Self-served Communion will continue that Sunday for efficiency.
- Anne added that people need to be aware that gluten free and vegetarian options will be available. It is not a part of the RSVP.

## **TRUSTEES (6:59)- Report in Google Docs**

Laura Godwin informed:

- The elevator now has a certificate of inspection and operation. There are plans to fix the elevator alignment issues now to avoid long term larger expenses.
- The gutters were cleaned and repaired.
- The fellowship hall wall is still broken. The company that carries the part has been hacked by ransomware and this as well as supply chain issues is causing a hold up in the company being able to get the part.
- Gym floor is still on the list of things to be done. The trustees will continue to seek additional quotes before asking for money. They want to ensure the least amount of disruption with rentals.
- The bus is still on the list but goes with security concerns. The trustees are seeking quotes for cameras. They have ordered a camera of their own to see if we can provide it as an option in house. Maintenance and trustees are working through this to find the best options.
- Plumbing issues: they have quote to fix specific problem to avoid flooding nursery hallway.
- As everyone is aware if they have attended services. All three sanctuary units have stopped working. Three total: two large (20 tons) and one 2.5-ton unit. The small unit had broken coils a month and a half ago. Not considered an issue at the time because the other two units could meet need.
  - James River came out to assess the small unit. It was quoted as \$9,000 to repair and \$6,000 to replace. This is scheduled to be replaced March 28. When James River came to review our equipment to prepare for the Capital Campaign it was discovered the two larger units were not working. The technician tried twice to get units working and it did not work. They have lived past their life expectancy and have both had major repairs in the past.
  - The units are located under the sanctuary in the crawl space which makes it hard to access for removal and replacement units.
  - Option one: “Like with like” this would provide four small units to replace the two large at \$57,345. Equipment is currently in stock
  - Option two: New VRF system. This is more energy efficient but also more expensive to install. This system is usually a ductless system but based on our church’s ducts it would be ducted. This would cost \$69,598. The system is already made but will be four weeks for delivery.
  - Kelly is working with the bank to get quotes on loans. Another option is James River is willing to take payment installments.
  - Kendall asked about the VFR system as to where units would be placed. Laura informed the VRF is one 20 ton condensing unit and 5 indoor air handling units.

- Betty asked if VRF is more energy efficient then would it save money. Laura said potentially but will need more research. Justin Coffey said the VRF system is usually for home use when running all the time. Hannah said repairs are more expensive as they require a computer, and it will need a new inspection. Betty also asked about the life span of the different units. Laura will ask about this.
- Chris asked if we had bids from other companies. Laura said they have not currently. Hannah reported James River offers a 10% discount on parts and labor. Justin Coffey wrote in the Zoom chat box that the trustees had multiple bids when they replaced the HVAC in the CLC and James River was the lowest, so they are confident in the bid.

Kelly Chin informed:

- She reached out to First Citizen for loan options. The church has an active equipment loan with First Citizen with a 48 month term at 3.3% with no prepayment penalty. There has been an interest rate increase so this low interest rate will not be available for a new loan.
- Loan option for \$57,345:
  - 36 months at 4.25% with monthly payment of \$1,700.95
  - 48 months at 4.45% with monthly payment of \$1,307.97
- Loan options for \$69,598:
  - 36 months at 4.25% with monthly payment of \$2,064.39
  - 48 months at 4.45% with monthly payment of \$1,587.45
- She has reached out to Methodist Credit Union in the past and it was higher. They will also investigate James River for installment plans or use credit card to get rewards.
- Betty reported more research will done and Guiding Council can vote by email. Will need to get a life span of units. Trustees and finance to have conversions on loan options. Once these happen then they will present and bring forward a motion for GC to vote.
- Kelly added that the Dominion bill was higher than usual as the older units have been trying to keep up.

Laura opened the floor for questions.

- Betty asked if the lack of working equipment in the kitchen is impacting rentals. Hannah said at this time it is just basketball using the CLC. There are two convections ovens working and two are broken.

## **VISION COUNCIL (7:23)- Reports in Google Docs**

Sarah Vaughan informed:

### **GROW**

- Children Ministry Team
  - Nursery attendance is up to 5 kids regularly.
  - Second through Fifth graders have started “Learning to Use My Bible” Class with 11 kids signed up and attending at some point.
  - Holly held the volunteer brunch yesterday morning. Holly and Joanna created a volunteer handbook with what to expect with volunteering for children’s ministry.
  - New Sunday school curriculum in July.
  - There will be a butterfly release on Easter in the courtyard.

- Student Ministry Team
  - The youth group packaged 11 birthday boxes for Meals on Wheels
  - They are using a curriculum in small groups as well as youth group.
- Adult Ministry Team
  - New GROW Hour started and seems to be going well. AMT will provide “Spiritual Growth Assessment Tool” to make sure they are reaching everyone’s needs and make changes as needed.
  - Neil Wright will be stepping down in April and they are looking for a new chair.
  - UMM: March Madness fundraiser and sausage sales.
- Worship Ministry Team
  - Thanks to Betty, her sisters and a friend for music during February service.
  - Lent in a box had great success.
  - Attendance in service is increasing.
  - Middle school boys did chimes last week. Younger kids will be chiming soon. Adults performed yesterday.

## **LOVE**

- Congregational Care Team
  - Lent in box going well
  - Hoping to get back in hospitals when cleared for visiting.
  - Have enough school supplies to share with service to others Evergreen school drive
- Service to Others
  - 33 birthday in a box collected last week.
  - Furniture bank yesterday.
  - School supply collection next Sunday.
- Outreach and Witness Team
  - Finalized flier for new community across street.
  - Bunny brunch will be April 9 and will be outside. Taking donations for gift cards for donuts and candy donations. They need volunteers for greeting, crafts, and donuts.
- Betty thanked Sarah and all of Vision Council for their hard work.

## **SPR (7:18)- Report in Google Doc**

Julie Marshall informed:

## **PATH FORWARD (7:33) Report in Google Docs**

Lynne Kelly informed:

- It has been announced that General Conference has been suspended until 2024. This is due to pandemic and Visa wait times for attendance. Lynne shared a video by Reverend Tom Berlin who is Clergy Head of the Virginia Delegation to General Conference for the UMC regarding the implications for postponement to 2024.
  - He reviewed that global UMC is governed by UMC Book of Discipline which was last compiled in 2016. At annual Conference this book can be added to or deleted. At the Conference in 2019 there was a conversation regarding LGBTQ inclusion or exclusion

- which includes same gender marriage and ordination of gay people. In the 2016 Book of Discipline this is not allowed and is a complicated issue. This has been a conversation since 1970s. The UMC is an international denomination and countries/cultures belonging to the UMC have different views on homosexuality.
- Rev. Berlin refers to a group present at the 2019 General Conference called the “Incompatibilists.” This group does not agree with same sex marriage or ordination of a homosexual pastor. They wrote a Traditional Plan which reinforced and made harder penalties in the 2016 Book of Discipline for those who would have not followed the rules for homosexual pastors or same sex marriage, including suspension and credentials being revoked. They have other frustrations besides homosexuality.
  - At the 2022 General Conference it was hoped that the “The Protocol” would be passed allowing congregations to dissociate from the UMC denomination.
  - For the General Conference to meet in person there is need for visas, vaccines and negative Covid tests. Visas were the biggest stumbling block. Without all delegation members (2022) it made it difficult to make this an inclusive conference. Initially there was thought about having the Conference in 2022 electronically however this would be difficult with multiple languages, multiple interpreters and multiple types of committee meeting that would have to be held.
  - The Commission of the Conference does not have the power to cancel the conference, the Judicial Council will make the decision if postponed or cancelled. The legislation which has been published for the 2022 General Conference will remain in place and more could be added if postponed but if the conference is cancelled then the legislation will be thrown out and have to be resubmitted.
  - The Traditionalists are starting a new denomination called the Global Methodist Church in May 2022. There are two provisions that already allow for churches to leave UMC and go to a new denomination (2553(2019) and 2548.2).
  - While the Methodists are doing all this the world needs Jesus.
- Lynne asked to disband the Path Forward Committee at this time. She plans to continue to stay up to date on any updates. Justin agreed and does not want committee members to be on a committee when there is nothing active to do.
  - Lynne made a motion to disband the Path Forward Committee. The motion was seconded by Julie Marshall. Betty opened the floor to discussion with no responses. Betty called for a vote and the motion was approved unanimously.
  - Justin is available for any questions regarding this topic

Betty opened the floor for any additional announcement and reminders:

- No one had anything to add.

## **CLOSING PRAYER AND ADJOURNMENT**

Betty led the with closing prayer and adjourned the meeting at 7: 49 PM.

Next Meeting: April 18, 2022, at 6:30 PM on Zoom.

## **ADDENDUM TO MARCH 21, 2022 MINUTES**

On March 23, 2022, Laura Godwin emailed the Guiding Council Members with the following motion. She asked to reply all or carbon copy Betty to tally votes. Laura offered to answer any questions or concern.

- We move to replace the large Sanctuary HVAC units with...
  - A like system costing \$57,345
  - We will have a \$10,000 down payment
  - We will finance the remaining balance of approximately \$47,000 at First Citizens with a 36 month loan at a rate of 4.25%
  - And we plan to pay off the loan ASAP with Capital Campaign money

Between March 23 and March 24 all members of Guiding Council voted via email. On March 24, Betty sent out an email that all voting members of Guiding Council voted by email and the vote was passed unanimous.

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