

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

**Guiding Council Meeting Minutes**

**April 18, 2022—6:30 pm—Zoom Teleconference**

**Members Present:**

Administration: Betty Schiele, Anne Boyle  
SPRC: David Harmon, Sarah Wright, Julie Marshall  
Trustees: Laura Godwin, Justin Coffey, Rob Heare  
Finance: Chris Franklin, Kendall Humphries, Kitty Ambers  
Lay Leadership: Jon Ryan, Lynne Kelly, Mark James  
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 – Lynne Kelly**

Lynne shared a devotion from her former church in Vermont. *From the Balcony* is a book of devotionals that the Pastor Russ Gates put together. Mark 16: 5-7: *And entering the tomb, they saw a young man clothed in a long white robe sitting on the right side; and they were alarmed. But he said to them, "Do not be alarmed. You seek Jesus of Nazareth, who was crucified. He is risen! He is not here. See the place where they laid Him. But go, tell His disciples—and Peter—that He is going <sup>to</sup> before you into Galilee; there you will see Him, as He said to you.* The tomb is a large part of the Easter story as Jesus experiences the darkness of death, it is a symbol of existence. This reminds us there will be defeats as well as victories. There is an offered promise of an angel in every tomb. We will find ourselves intombed by life passages and we need to listen to the angels for hope to escape. Often it is another pilgrim, and they will point us to the way of Christ. We have the privilege to be the angel in someone else's tomb. There are many of these angels at St. Marks who are helping others to hope.

**OPENING PRAYER-** Lynne Kelly

**PRAISES (6:37)**

- Lynne announced that Worship Ministry Team includes over 175 coordinators and volunteers. Lay Leadership will be recognizing this dedicated group of people who support Lay worship on April 24.
- Betty is thankful for all volunteers and is grateful that they will be recognized as they do not volunteer for the purpose of recognition.
- David enjoyed the energy at the Relevant Easter service. The children are excited to be involved in the children's message. They have begun to recognize when their turn is coming and even start waiting in the aisle. In addition, the adults enjoy hearing what the children add.

- Betty reported great attendance for Easter. The Sunrise service had 60 people (which did not include the people helping in the kitchen). The 9:00 service had 124 people and 11:00 service had 203 people. She praises everyone who helped with the services.
- Lynne recognized the Bunny Breakfast event. She enjoyed the energy and excitement of the kids and families. It was a blessing to be serving the community.

#### **MINUTES (6:41)- Betty Schiele**

The March 2022 meeting minutes were reviewed, and the following change was proposed:

- Mark proposed wording change on Path Forward report on page 6. Changing “Incompatibilists” to “Traditionalists.” Anne brought up that “incompatibilists” was the term Tom Berlin used in the video that was viewed in the March meeting. Betty confirmed the term “Incompatibilists” will remain in the second bullet and the second use of “incompatibilist” in the second to last bullet will be changed to “Traditionalists.”

David moved to approve the minutes with the above change for the March 22, 2022, meeting and the motion was seconded by Jon. The motion was approved unanimously.

#### **FINANCE (6:47): Reports in Google Docs**

Chris Franklin informed:

- March P&L Highlights:
  - Revenue \$57,000. This is \$600 over budget and \$3,000 better than last year.
    - Plate offerings were \$4,800 better than budget and \$2,000 better than last year.
    - Electronic offerings are \$8,000 below budget and \$7,600 below last year.
    - Hannah reported that it is a slow beginning to the year but there may be a couple more annual gifts. She projects a \$18,000 deficit which will be covered by capital campaign. Some people increased their regular giving when looking at their capital campaign. Kelly added that electronic giving depends on how the calendar falls so April may be different from March.
    - David’s family has changed their offering from Breeze to checks due to secondary fees. He asked if there are other options for online giving, i.e., Venmo. Hannah explained that Breeze allows you to offset the fee, so the church doesn’t have to cover it and there is an electronic fee in the budget. Kelly shared Venmo transactions may be getting taxed soon and is not sure how that would impact church giving.
    - There is growth in rentals with \$1,000 better than budget.
  - Expenses are trending better and only slightly over from last year
  - The net outcome was positive with \$5,200 income.
- YTD P&L Highlights:
  - Total Revenue was \$150,000, This is \$12,000 under budget but \$11,000 better than last year. Reminder that budget is a benchmark and there is a positive trend.
  - There is an uptick in advanced giving
  - Total expenses were favorable with \$6,300 better than budget but is \$5,000 over last year.

- Net income is positive at \$1,700.
- Balance Sheet Highlights:
  - Total savings: \$154,000
  - Total assets: \$1.8 million
  - Mortgage: just over \$1 million
  - HVAC loan(old): just under \$50,000. New HVAC loan closed April 3 or 4, will have that included in next month finance report.
  - Total Liabilities and Equity: \$1.7 million
- Chris opened the floor to questions. There were none.

## **CAPITAL CAMPAIGN (6:55)**

Justin White informed:

- Thank you to everyone involved including the steering committee. Thanks to David Harmon and Laura Godwin for leading the team. Praise the Lord! As of last week, we had \$482,115. There have been 109 official pledges and 3 unofficial pledges. We already have \$93,000 in hand. There are a few people who have not completed their pledges.
- Betty added this level of success is directly related to the level of commitment of everyone involved. Huge thanks to everyone who participated!

## **TRUSTEES (6:58)- Report in Google Docs**

Laura Godwin informed:

- The church received a nice letter from a neighbor whose fence property backs up to the church informing the church there is a fox living on the property. The trustees investigated and found there is a fox and two kits living under the shed. Trustees had consultation with multiple companies who all offered to kill the foxes. Best and most humane option is to wait for the kits to be of age to survive and relocate them. This can be done internally by the trustees. The shed and all other sheds will be taken down to make sure fox cannot rehome. This will include all three sheds (old wooden with fox, back corner, and courtyard). Shed removal has been on a list that needs to be done. All items in the shed will be inventoried and relocated to the garage. Trustees hope to have all the volunteers complete this in late May and early June. Hannah is looking into getting a dumpster.
- This neighbor also asked if they could take down the tree on the church land that is behind their property as the roots are making his ground uneven. The tree is part of the county landscaping plan and would have to be approved by the county. There have been issues in the past with working with the county on these matters. If it was to be removed, it would have to be replanted. The tree will stay.
- The tree next to the faces houses is dead. It will need to come down to reduce risk of damage in a storm. Trustees are getting estimates on this. If anyone has recommendations for tree removal companies, contact Laura.
- Trustees are in the process of getting a quote on a catalytic converter protector for the bus and a quote to fix the bus.
- The fellowship hall wall is fixed. The manufacture is no longer making pieces for this wall and the company had to take the part into their shop to repair it. This may be a problem in the future if the wall breaks again as it may not be fixable. Trustees are currently asking that only the maintenance team moves the walls. Trustees and staff are planning to leave the walls up for a

month to see what the flow is like. They will have feedback from worship team and staff to see if this is a possibility to minimize taking it down.

- The gym floor quote from Walker is very high. Mark James recommended another company. The other contractor agreed it was a moisture issue. They can put moisture probes in to see how much moisture. Once the floor is replaced there will need to be confirmation of what lines need to be painted. There are currently volleyball court lines, and these may not be necessary. It should be a four week process and will need to work around rentals. Likely it may not happen until 2023 when there is money in hand from Capital Campaign. This will be a long-term planning process.
- HVAC currently has one unit running. The other larger units in the sanctuary should be finished by the end of this week (April 22) to be ready for service April 24. When the little unit was installed, the wrong thermostat was installed, that is being corrected.
- The staff met with Richmond Security for a “bare bones” quote and a “full” security quote. The trustees are currently investigating use of cameras they purchased to see if this is a solution. This will be an ongoing topic until we have a solution.
  - Betty asked if we have a security system will the cost of insurance go down. Hannah and Kelly will investigate it. Rob added in the chat box that some carriers offer discounts but usually the security system must be central station monitored.
  - Anne asked more about camera being purchased. Hannah said after the catalytic converter was stolen, the police recommended buying a camera. This is what they have purchased.
- Two ovens have been broken since before the pandemic and the freezer broke during the pandemic. The people using the kitchen have not asked for immediate replacement of these ovens. They have asked for repair of the freezer. It was quoted to be \$1,200 to repair and \$3,000 to \$5,000 to replace. Unsure when it would be repaired. The repair company recommended replacement over repair. Currently, questions to which freezer to buy. There is no allocation of money to cover this. This was not built into the Capital Campaign. Trustees bringing this to GC for opinion.
  - Hannah said freezer is 15 years old and that’s why they recommend replacement over repair.
  - Betty asked if there is a guarantee with the repair. Hannah does not believe so. Betty brought up that they are looking to bring back Wednesday night mission dinner and would need access to a freezer. It was confirmed with the team that rentals don’t use the freezers. It is not a critical need right now.
  - David asked what is wrong with the freezer. The quote from a few months ago included replacing the cap tube and associated filter dryer. \$379 for parts and \$795 for labor. Mark asked if these parts are currently available, and Hannah believed so since they said it could be fixed in a couple weeks.
  - Betty and Hannah clarified that this is the main freezer for the church. There is a small freezer that Relevant worship and the youth use. It has not been replaced since the building was built in 2004.
  - Betty recommended tabling this until next month but with plans to do more research and to have something by September. This will allow a better understanding of where we are with the capital campaign and annual budget.
  - Hannah shared that there are groups that use the kitchen that have offered to help fund the ovens.

- Assets inventory will be coming. Staff will get an email this month. They will be counting all items on the building and grounds. This includes all the chairs. Betty stated it has been a while since this has been done, most likely 2017 or 2018.

## **VISION COUNCIL (7:27)- Reports in Google Docs**

Betty informed for Sarah Vaughn:

### **GROW**

- Children Ministry Team
  - Last month, held a volunteer brunch to thank the volunteers.
  - The butterfly release on Easter was well attended.
  - There will be a bible presentation for the kids in the Learning to Use my Bible class.
  - They are looking for Sunday school volunteers for the summer.
- Student Ministry Team
  - Packaged 11 birthday boxes for Meals on Wheels.
  - Assisted with Bunny Brunch.
  - There will be a lock in coming up.
- Adult Ministry Team
  - Kara Walsh will be replacing Neil Wright as the chair of the Adult Ministry Team
  - They are looking for someone who may be interested in leading a new member class. Rachel Chin will be working to set this up.
- Worship Ministry Team
  - Very fulfilling to see what we have accomplished since being back in service.
  - The Raleigh Ringers will perform at Brandermill Church on August 28. St. Marks and Brandermill Church are hosting this event. Tickets will be on sale May 1.

### **LOVE**

- Congregational Care Team
  - Have been busy reaching out to home bound members for Easter.
  - Have requested baked good for home bound church members.
- Service to Others
  - March Mission Madness was a good success!
  - There will be a clothing drive on April 24<sup>th</sup> and May 1.
  - Rise Against Hunger will happen in the fall.
  - They are looking into interest in restarting monthly mission dinners
- Outreach and Witness Team
  - Finalized flier for The Grove at Lucks Lane, the new community across street.
  - Vacation Bible School will be in the evenings June 20-June 24.
- Lay leadership
  - Will be starting quarterly volunteer recognition.
- Betty opened the floor to questions. There were no questions.

Hannah and Kelly left the meeting

## **SPR (7:33)- Report in Google Doc**

David Harmon informed:

- Tom and Brad have asked not to have a celebration for various reasons. We will be showering them with cards. Many cards have been brought in for Brad. This is a new idea to do for Tom and SPR will continue to receive cards until May 8.
  - Betty asked if David could reach out to see if there were some restaurants and people could give Tom gift cards for meals. This was done in the past to support him during Arlene's treatments. Anne suggested Pastor Tom liked Arby's and Chick fil A when he was previously asked.
- The new Relevant worship director, Amy Oblinger, starts this Sunday. She has attended band practice and a staff meeting. Please encourage people to come support Amy in her first service this upcoming weekend.
- David has been asked by Charlottesville/Richmond district to evaluate our pastor. The link is included in the SPR report. Please complete by May 1 so he is able to complete the assessment by June 1.
- Chris expressed concern that Brad did not get recognized at the end of the service yesterday. He has done so much for the church. David and Justin reported that Brad preferred not to be recognized in that way especially with his last service being Easter. Betty felt like Brad put together his own celebration on Easter with special music and 28 minutes of music.
- David opened the floor to questions. There were no questions.

### **PATH FORWARD (7:43) Report in Google Docs**

Lynne Kelly informed:

- Mark, Jon, and Lynne have met through email to stay up to date on current issues of the church regarding Progressive vs Traditionalists.
- GC Homework will be re-watching the Tom Berlin (Progressive) video and watching Mark Renfrow's (Traditionalist) video. You may need to watch multiple times to get necessary details. The links, biographies, and questions are in the Attachment that Betty will be sending out (GC Discussion) and Lynne has posted in Google Docs.
- While watching consider the following questions which will be discussed at the May GC meeting:
  - What is Rob's and Tom's beliefs about cancelling of General Conference?
  - How might this affect St. Marks membership?
  - How might this affect St. Marks financially?
- We are the group that may have to bring this to the congregation. They may or may not have to vote on something at this point. We need to be informed to bring this up. Email Lynne, Mark, Jon, Justin White or Betty if you have any questions.
- Jon added we don't know what will happen in the future, but we need to be prepared should we need to vote. If we feel led to make a change then we can do that. People may come to GC as leaders.
- Anne received information on withdrawing from the United Methodist Church from the Virginia Conference. She has more information if needed. Justin reported that on May 1<sup>st</sup> the Global Methodist church is starting their own denomination. The Clergy met and they want to ensure that people are getting accurate information.

Betty opened the floor for any additional announcements or reminders. No one had anything to add.

**CLOSING PRAYER AND ADJOURNMENT**

Betty closed with prayer and adjourned the meeting at 7:52 PM.

Next Meeting: May 16, 2022, at 6:30 PM on Zoom.