

St. Mark's United Methodist Church

Guiding Council Meeting Minutes

August 15, 2022—6:30 pm—Zoom Teleconference

Members Present:

Administration: Betty Schiele, Anne Boyle, Sarah Vaughan
SPRC: David Harmon, Julie Marshall
Trustees: Laura Godwin, Rob Heare
Finance: Chris Franklin, Kendall Humphries, Kitty Ambers
Lay Leadership: Lynne Kelly, Mark James
Secretary: Dani Corrigan

Staff present: Justin White, Hannah Hopper, Kelly Chin

CALL TO ORDER (6:31)

Betty called the meeting to order and conducted roll call.

DEVOTION – Sarah Vaughan

Sarah shared a quote she found when scrolling through social media regarding the importance of being biblical is more than quoting Bible verses but using those verses to ensure our behavior is Christ like. She shared a reading from *The Daily Walk Bible* that we are tempted to judge others but as followers of Christ we are commanded to refrain from this behavior. John 8 serves as a good reminder that it is easy to judge. This includes other's behaviors and other parents' choices. We should love other as Christ loves us.

John 8: ¹ but Jesus went to the Mount of Olives. ² At dawn he appeared again in the temple courts, where all the people gathered around him, and he sat down to teach them. ³ The teachers of the law and the Pharisees brought in a woman caught in adultery. They made her stand before the group ⁴ and said to Jesus, "Teacher, this woman was caught in the act of adultery. ⁵ In the Law Moses commanded us to stone such women. Now what do you say?" ⁶ They were using this question as a trap, in order to have a basis for accusing him. But Jesus bent down and started to write on the ground with his finger. ⁷ When they kept on questioning him, he straightened up and said to them, "Let any one of you who is without sin be the first to throw a stone at her." ⁸ Again he stooped down and wrote on the ground. ⁹ At this, those who heard began to go away one at a time, the older ones first, until only Jesus was left, with the woman still standing there. ¹⁰ Jesus straightened up and asked her, "Woman, where are they? Has no one condemned you?" ¹¹ "No one, sir," she said. "Then neither do I condemn you," Jesus declared. "Go now and leave your life of sin."

OPENING PRAYER- Sarah Vaughan

PRAISES (6:36)

- Betty shared praises for Julie joining us in the meeting tonight.

- Julie shared she is halfway through her treatments. She goes in next week for her next scan. Her doctor is confident that there will be little to no cancer. The hope is she will finish her treatments and go into remission.

MINUTES (6:39) -- Betty Schiele

The July 18, 2022, meeting minutes were reviewed.

- Chris will send Betty a correction regarding clarification of a previous question in the June meeting regarding minutes from May 2022 financial highlights. Betty will make these changes and send out this section.

David moved to approve the minutes for July 18, 2022, meeting and the motion was seconded by Mark. The motion was approved unanimously.

FINANCE (6:45): Reports in Google Docs

Chris Franklin informed:

- July 2022 P&L Highlights:
 - o Net income for the month is \$10,117.00 which continues to be in the black. This is \$5,900.00 better than budget and about the same as last year.
 - o Income is \$50,629 which is \$5,900.00 under budget. This income is a little less than anticipated and impacted with electronic giving being down by \$9,000.00. Advanced giving is up by \$3,000.00. There continues to be a positive rental income.
 - o Total expenses are \$45,557.00 which is \$3,500.00 better than budget. This is creating the positive variance to our income.
- Year to Date Highlights:
 - o Net income is \$65,406.00.
 - o When we subtract the Capital funds used to pay off the HVAC loan of \$47,644.46 from the income, it reduces our bottom-line profit to \$17,787.10.
 - o Revenue is \$367,000.00 which is \$28,000.00 off budget but \$10,000.00 better than last year.
 - o Expenses are tracking \$10,000 better than budget and \$19,000.00 higher than last year. This is being driven by recent buildings and grounds expenses with plumbing issues.
- July 2022 Balance Sheet
 - o Total Savings: \$195,000.00
 - o Total Assets: \$1.9 million
 - o Mortgage: just over \$1 million
 - o HVAC loan: \$14,000.00
 - o Total Liabilities: \$1.3 million
- Capital Campaign
 - o Spreadsheet put together by Kelly to amount of funds coming in and where they are being allocated.
 - o The current balance is \$120,000.00

Deciding:

- The sale on the duplex in Ohio that was donated to the church from the Hidy family closed. The proceeds are currently in a money market with a total of \$252,000.00. Justin offered the following options for how to allocate this donation:
 - Pay off HVAC loan of \$45,303.00.
 - Maintenance reserve of \$30,000.00 for ongoing repair especially with current water and mold issues.
 - Leave the remaining \$176,000.00 in the money market for now. When we get to December, we can decide what to do with this which could include making a mortgage payment.
- Chris added that the HVAC loan does not have any prepayment penalties. In addition, the interest rate on the HVAC loan is higher than the interest rate on the mortgage.
- Hannah asked if the maintenance reserve money would go to the Capital Campaign versus a new line in the budget. Justin answered it would go to Capital Campaign reserve and it could be moved around as appropriate.

The finance committee moved for the approval of the allocation of these funds in the above manner. The vote was passed unanimously.

TRUSTEES (6:52)- Report in Google Docs

Laura Godwin informed:

- There are ongoing repairs and follow ups regarding the flooding of the hallway outside of the nursery. The broken hot water heater next to the HVAC has been replaced. The hot water heater was the original and was from when the kitchen was where Hannah's office is now. Next issue to focus on with Flinn's is the drain line problem as there is concern that this flooding could happen again. The trustees have a mold remediation company, a flooring company, and a drywall company regarding repair of the damages. Currently the boy's bathroom in that hall is closed and will remain closed due to significant amounts of mold. So far there has not been an issue with people using other bathrooms. Kristen has shared this information with the rentals. The plan is to wait until the plumbing is fixed before repairing the dry wall and flooring. They will be done at the same time. The Trustees are working with finance to decide if or when to call insurance. They are still working on a total price of these repairs.
- Vector did an inspection of the fire system. Since the inspection, there was another smoke sensor that went off yesterday. If you are ever at church and hear beeping in the narthex, please look at the panel, follow instructions to turn it off and contact a Trustee.
- True Timber will be coming to take down the dead tree behind the FACES house. They will trim and cut down branches hanging across building in courtyard and remove trees from around retaining pond.
- HVAC came out last week to figure out issues. Thermostat in room 208 has been fixed. Room 205 had an issue. It is the last unit in the CLC that has not been replaced. It is nothing major, but it could be dying this year or next.
- Lighting in the library is dark. Working to make this better for community members.
- Trustees are working to finish their manual.

- Trustees will be doing a walkthrough of church facilities checking for any issues. If you have any concerns, please bring them up to the Trustees so they can assess it.

Questions

David asked about the security cameras. They have been ordered and they are shipping.

VISION COUNCIL (7:03) - Report in Google Docs

Sarah Vaughan informed:

GROW

- Children Ministry Team
 - 5th Sunday mission room has been a big success. The next one will be October. If you have any ideas for projects please share with Hillary and Holly. They have made toys for cats at the shelter, buckets for flood victims, and cards for members.
 - Half lock was last weekend. Trick Shots was a success. Sarah's son had a lot of fun.
 - Flat Jesus will be taking a vacation at end of August as Children's Ministry kicks off Fall.
 - We are looking for a room decorator coordinator.
- Student Ministry Team
 - The youth group just returned from a mission trip where they did several mission projects. It is the first one since 2019. Hannah reports it was a success for a "light" mission trip and the beach.
 - They are meeting later this month to plan Fall events and a retreat in October.
- Adult Ministry Team
 - They will be meeting this week as they plan for Fall.
- Worship Ministry
 - Raleigh Ringers will be at Brandermill Church on August 28. St Mark's is partnering with Brandermill Church to put on this concert. We need to sell enough tickets to pay our part of the Raleigh Ringers. Any additional amount will be profit for our music program. Contact Stacy to purchase tickets.
 - Alleluia Choir will start back August 31.
 - Worship Arts Kids, Forte, and St. Mark's Ringers will start Sept 7.
 - There are multiple Christmas events planned to include handbell concerts, children's musical, and Cantata.
 - This Sunday, Forte which is the middle school boys hand bell group will be playing.

LOVE

- Service to Others
 - School supplies deadline is Sunday, August 21.
 - Rise Against Hunger is October 9.
 - Steve Astoria is working with Chesterfield County schools regarding how to assist with homeless students.
- Congressional Care
 - No new updates
- Outreach and Witness Team
 - Working to promote blessing of the animals is September 18

- o There will be an outreach booth at Midlothian Village Day October 15 from 10-3. Volunteers are needed to staff the booth.
- o Trunk or Treat is coming in October.

Hannah and Kelly left the meeting. (7:11)

SPR (7:12)- Reports in Google Docs

David Harmon informed:

- Pastor Justin has met with all staff for evaluations except for Selina and Stacy. Their evaluations will occur soon.
- Prayers for Julie and Selina. Pastor Justin added that Selina is coming back slowly. Selina is helping with a service for Thelma Klich Sunday at 1:30. Selina will be directing the choir and Betty will be playing the piano.
 - o Praise for Betty handling music all summer. Betty reported that she plans to play through Labor Day weekend, and that she has enjoyed leading the music. Amy Oblinger and the Relevant Band will be playing the 11:00 service on August 28.

SAFE SANTUARY (7:17)- Copy in Google Docs

Sarah Vaughan informed:

- This is an updated policy with minor changes. It has been approved by SMT and CMT. Awaiting Guiding Council to approve.
- The highlights include two unrelated adults with children. Adults and children should have separate bathrooms. Everything is planned to keep adults and most importantly children protected.
- Anne questioned the age categories. Age four is listed twice as they are included in nursery and children's categories. With toileting in nursery age bracket, there should be appropriate assistance and in preschool appropriate supervision. There was discussion on breaking it down by grade. Laura informed that per state guidelines it has to be by age. She recommended adding an age range to the groups.
- Laura disagrees with contacting the police before CPS. As a mandated reporter, CPS is contacted first and not the police. She has discussed this with the conference.
- Kitty asked about this policy regarding our insurance as sometimes insurance has their own policies and what they like to see. Laura reports that when this policy was originally created it was sent to insurance. Justin said we follow the conference policies which insurance should be aware of.

Deciding

- These recommended changes will be sent to Stacy regarding these changes. This has been tabled until corrections are made. Once Stacy has made changes, Betty will send these out to Guiding Council for approval.

NLI /OUTREACH VIDEO (7:25)

Justin informed:

- There will be a Townhall meeting after 11:00 worship on September 18. It is hoped that the committee chairs involved in the NLI process will speak about the process and the accomplishments. District Superintendent Rev. Dr. Hyo Lee and Mariah Maxwell will attend. 90% of the work was done before Pastor Justin started but he wants to highlight and celebrate the accomplishments.
- We are always working on how to have St. Marks outside of our walls and how to get the community into our building. Justin shared a video from the Lewis Center about reaching out to the community that was also shared at the church staff meeting.
- The video explained that successful churches connect people with communities. In the early years of a new church people pay attention to the needs of the community or it dies. As the church ages the focus then shifts to internal focus. Churches redefine their practice and purpose with mission, particularly local mission. There is new focus on hands on ways to serve others. Mission is an emerging entry point for new people to come to the church. The speaker asked, “If your church closed today who would miss it other than your members?” What if we did an annual mission audit like we do with financial audits? It is important to find out what the unmet needs are in your community. Local schools are a way to connect with the future of the community. Each church must match their mission with the community needs and church involvement.
- Gordon athletics will be hosting October mission dinner. This is not necessarily a mission, but it will invite a large youth and family community to the church including people in the neighborhood who have never been to St. Marks.
- October 9 is our Rise Against Hunger meal preparation event. It is a great opportunity to bring a friend to church and to volunteer.

ANNOUNCEMENTS AND REMINDERS (7:37)

- Mark James cannot make the Raleigh Ringers concert and would like to donate tickets to the staff to attend if they need tickets. He is aware that Hannah and Stacy are not able to go.

CLOSING PRAYER AND ADJOURNMENT

Betty led the with closing prayer and adjourned the meeting at 7:38 PM.

Next Meeting: September 19, 2022, at 6:30 PM on Zoom.