

## St. Mark's United Methodist Church

### Guiding Council Meeting Minutes

May 15, 2023—6:30 pm—Zoom Teleconference

#### Members Present:

Administration: Sarah Vaughan, Betty Schiele  
SPRC: David Harmon, Julie Marshall, Andrew Crisp  
Trustees: Rob Heare, Laura Godwin  
Finance: Kitty Ambers, Chris Franklin  
Lay Leadership: Lynne Kelly

#### Non-voting:

Administration: Rebecca Harmon  
Secretary: Dani Corrigan

**Staff present:** Justin White

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

Sarah Vaughan called the meeting to order and conducted roll call.

#### DEVOTION and OPENING PRAYER (6:31)– Teresa Chambers

“Don’t knock the squirrel moment”. Lamentations 3:22-23 *Because of the Lord’s great love we are not consumed for his compassions never fail. They are new every morning; great in your faithfulness.*

This reminds us that the Lord is faithful and he is there every morning with new mercies to get us through the day’s trials. There are plenty of trials but are we open?

Each day the average person has tens of thousands of thoughts. There are times when a certain thought will catch your attention and stay in your mind. Teresa refers to these as Squirrel Moments. Teresa worked in a new job with the Navy in the Navy Yard in DC. A squirrel moment came regarding bring your child to work day. She decided not to do this because of the logistics. More signs came regarding this in a meeting and then again when a friend on the commuter van mentioned bringing her son to work. She couldn’t stop thinking about taking children to work. She was hesitant because she would have to depend on other people to make this happen, so she stopped this plan because she did not want people to disappoint her. Maybe God was trying to tell her something. This comes from experiences her mother faced with a tough life and passed this belief down. Teresa realized her self-worth is not based on human skills but her worth comes from what God has done through Christ. She prayed for God’s will, way, and time not hers. After this prayer her co-worker spoke to Teresa about coordinating the take your kids to work program. She met with her supervisor and things were quickly in motion with help from multiple teammates including the Admiral. It was a great success and other people wanted to be involved the following year.

Anne of Green Gables “It’s not what the world holds for you but what you bring to it. The dreams dearest to my heart are right here.” This is God inspiring for your good. What dreams do we have as a Guiding Council? Dare to dream and don’t knock the squirrel moments. Through these moments we can grow. We have to let go and let God take over through life’s daily challenges. Teresa led a prayer.

## **PRAISES (6:45)**

- Julie went back to her oncologist today to follow up from a PET scan from last week. She can get her port out, stop taking blood thinners and returns in three months. She has a lot of relief, thank you God!
- David praised the clean-up that Rob organized this past weekend. It was fun, hot, hard work. It even rained. The church looks great. Second part is when David ran into Dani Corrigan's sister at the farmers' market and thought it was Dani.
- Teresa reported her older son is doing well after his surgery. He can resume activities as usual.
- Julie had two friends who passed this weekend. After this tough news she found out that her son is expecting. They were not sure if they would be able to have children. This will be her second grandbaby.

## **MINUTES (6:49)**

The minutes for April 17, 2023, were reviewed.

Teresa Chambers was present during the meeting and omitted in the attendance.

Kitty sent Dani an email regarding minor edits including Teresa being omitted. Dani will review these with Sarah and ensure the corrections.

Julie motioned to approve the minutes with the above change. The motion was seconded by Rob and was approved unanimously.

## **FINANCE (6:51): Reports in Google Docs**

Kitty Ambers informed:

- April Highlights
  - Total income was below budget by about \$7,300.00. April offerings were down. The Preschool donation was not booked for April. Kelly expects this will catch up and does not perceive any income. Rental income continues to be favorable. Expense control offset our income being below budget.
  - Expenses were \$49,483.00 which is below budget by about \$2,900.00. Building and Grounds were under budget by \$3,500. This may change after the workday expenses. Everything else came in at or below budget.
  - Net ordinary income for the month was positive at \$718.00. This is a little below budget for the month but still positive.
  - Net income for the month was \$5,892.00 which is a little below budget and a little less than last year if we compare month to month.
- YTD Highlights
  - Total income is \$246,000.00. This is almost \$16,000.00 better than budget and \$29,000.00 better than last year. Offerings and rental income continue to be ahead of budget.
  - Expenses: \$2,7722. This is over budget by about \$5,000.00.

- Net ordinary income: \$38,319.00. This is a little over \$21,000.00 over budget. It is \$12,485.00 better than last year.
- After adjustments we make at the end of the month, the net income YTD through April is \$58,597.00 which is \$21,636.00 better than our budget.
- This is overall positive. It represents the ebbs and flow of seasons and giving. As we go into summer and people go on vacation then giving may be a little off
- Balance Sheet Highlights:
  - Total Checking and Savings/Total Current Assesses: \$409,522.00 this includes Capital Campaign Funds: \$139,965.00
  - Total Assets: \$2,119,953.00
  - Mortgage: \$1,020,000.00
  - Designated Funds: \$38,900.00
  - Liabilities: \$1,411,805.00
  - Equity: \$708,148.00
  - Total Liabilities and Equity: \$2,119,953.00.
  - It is nice to see the mortgage balance coming down.
- Capital Funds Activity:
  - Hopefully everyone received a letter from Justin including what has been happening and plans to come.
  - March balance with receipts of \$6,376.00. That is allocated across the categories based on commitment in the Capital Campaign material.
  - Disbursements: \$20,705.00 including the mortgage, sprinkler pit by Vector Security, James River Air repairs, and 360 Plumbing repairs.
  - Balance: \$139,965.00 which is 55% of the total pledged amount. We have received \$291,615.00.
- Reserve Activity:
  - \$75,000.00 invested in CDs is back in the report. Once added in CDs, remove disbursements for AV coordinator salary and add a little interest the reserves are at \$190,773.00.
  - March balance is technically: \$191,999.00 with the \$75,000.00 added in.
- Kitty opened the floor for questions.
  - Justin thanked Kitty and the Finance Team. He had to leave for another meeting and asked if there were any questions for him.
  - There were no questions for Kitty or Justin.

## **TRUSTEES (7:00)- Report in Google Docs**

Rob Heare informed:

- Someone stole freon from a HVAC unit. James River refilled this at no cost. We will need to keep an eye on this because we may need a camera. This is the one near the preschool and it is hidden away. The only way to secure this is with a cage over the HVAC that bolts to concrete.
- Carpet has been installed. CLC floor work was supposed to start today.
- Regarding church security, they have received estimates for security and replacing broken doors. Rob and Hannah will then meet with the maintenance team and security team to find the best

plan. To replace six doors will be \$24,000.00. If anyone has any suggestions, please let Rob know.

- Media closet is being cleaned out.
- FACES house is an ongoing project. The deck which is a handicap ramp is in horrible shape. Something needs to be done but Rob is unsure of the best approach at this time.
- Trustees are looking into best options to replace handicap signs.
- Rob was excited with the great turn out for the church clean up Saturday.
- Hannah updated the CLC floor repair will begin Thursday.
- Rebecca asked about two areas where the new mulch had landslides. One is in front of the music window and one in front of the nursery windows. Rob will look into this. Rebecca was concerned about the gutters being a potential source.
- Rob opened the floor to questions. There were none.

### **VISION COUNCIL (7:03) Report in Google Docs**

Rebecca Harmon informed:

- The Vision Council had a great meeting. The report says ‘challenges/opportunities.’ The word opportunity does not mean a problem, it is a chance for us to participate.
- The last meeting had some technical difficulties, but it led to a wonderful email chain about building each other up as disciples. How can we be the best disciples? One way is to become friends and encourage each other.
- Flat Jesus is back.
- St. Mark’s Preschool is celebrating its 50<sup>th</sup> anniversary.
- Parable of the Talents is back.
- Rebecca opened the floor for questions.
  - Kitty added that the work day was a good opportunity to be friends. She mentioned an initiative about the cracked pots that will be coming.
  - Rebecca said everyone got dirty at the work day.
  - Sarah added that Kristen sent out an email last night to past VBS volunteers that VBS planning is starting. It will be in the evenings at the end of July.

Hannah left the meeting.

### **SPR (7:08)- reports in Google Docs**

Julie Marshall informed:

- The staff appreciation luncheon on May 3 was a good success. Thanks to Lynn Kelly for organizing the lunch and to everyone who contributed food and help to set up.
- SPR met in person to go over the employee handbook. It was last revised in 2018. No critical changes so far. If there are any needs for changes they will bring it to the Guiding Council for review. They are continuing to work on this.
- Justin would like to take a time of renewal in September. He has not given dates yet. Julie has asked him for this so she can bring it to the Guiding Council next month.
- Julie received the annual pastor evaluations. Thank you to everyone that turned these in. A copy of them was sent out today. All of them were along the same lines. Julie will be meeting with Rachel and Justin and will be discussing their goals for the upcoming year. They plan to meet

one day next week. Julie wanted to open the floor for any comments, recommendations, or changes for these reports. No one added anything.

- Julie recognized her whole committee being present tonight.

## **ANNUAL CONFERENCE SPECIAL MEETING UPDATE (7:12)**

Betty informed:

- This was the second of three special meetings for the churches seeking disaffiliation for this year. The first one (last year) was three hours, the second one was a little over an hour and this one was under an hour.
- There were 64 churches requesting disaffiliation. There was very little discussion. Most of the motions were formalities of how the meeting was going to run.
- The first meeting they went church by church to share the reason why churches were disaffiliated. Some of them were not leaving for Global Methodist, but to be independent. The reason must be around human sexuality in order to access 2553 from the Book of Discipline. This meeting they did not list the reason for each church.
- Our district, Three Notch'd, had six churches seeking disaffiliation. There were three near Charlottesville and three near Ashland. There were not any in our immediate area.
- This will be Betty's last Annual Conference meeting. Betty is unable to attend the Annual conference due to surgery. She will remain on the Guiding Council but will not be official Lay Leader to the annual conference. Rebecca Harmon will take on this role. Rebecca will be attending the October meeting as well as the Annual Conference.
- Rebecca commented that Betty answered her question about the 64 churches being all over the state. Mountain View District has the most, which is Bedford, Danville and Lynchburg. Northern Virginia only had one. Shenandoah River District had seven. Valley Ridge had four. It seems to be pocket areas in the state. Rebecca dropped a map of the district in the link. Betty can send out the document from the meeting but it has her notes on it.
  - Laura added that not all of Virginia is included in the annual conference. The small triangle at the bottom is part of a different conference.
- Betty opened the floor for questions. There were no questions.
- Sarah also has a copy of the meeting document and will send it out. She thanked Rebecca for planning to attend the annual conference and thanked Betty for all she has done.

Sarah opened the floor to questions or other discussions.

- No questions.

## **CLOSING PRAYER AND ADJOURNMENT**

Sarah closed with a prayer. Sarah adjourned the meeting at 7:18 PM.

Next Meeting: June 15, 2023, at 6:30 PM on Zoom.