

**Virginia Beach United Methodist Church  
Church Leadership Council  
October 19, 2016**

CLC Chair, Doug Knapp, called the meeting to order at 7:35 p.m. Those present: Steve Burich, Jacob Davis, Chris Everly, Carolyn Fried, Joanne Griggs, Terry Jenkins, Michael Key, Doug Knapp, Oral Lambert, Beth Lantz, Heather McEntee, Benson McGlone, Fred Metz, Ken Miller, Lisa Miller, Tracy Miller, Edrie Pfeiffer, Ralph Rowley, Emily Ruppert, Michael Snow, Brenda Stahl. Also present were Rosalee Jewell, Laura Ezell, Jenny Metz, Jennifer Vaughan, Ken Wilson, and Jeff Andrews.

Chris Everly gave the opening devotion, with scripture from Deuteronomy 30:20. <sup>20</sup> *and that you may love the Lord your God, listen to his voice, and hold fast to him. For the Lord is your life, and he will give you many years in the land he swore to give to your fathers, Abraham, Isaac, and Jacob.* Chris referenced the work by Max Lucado entitled *Choices*. In it, Max points out that we are given a seed of choice. Our God, a creator himself, has created another who is capable of creating things. Also, God who created love created another one capable of loving others. We are to make Godly choices!

**New/On-going Projects:**

- 16.36 Nominations Report- Pastor Ralph informed CLC that the Nominations Committee has nearly completed their report that will be submitted to the Charge Conference in a few weeks. Although there were terms that were scheduled to end, some people were convinced to stay in their position a little longer to make the transition process easier. Ralph passed around the report, and urged everyone to let him know if there are any questions.
- 16.37 Tom Melzone and Horizons- Pastor Ralph was recently informed by Tom Melzone that he has been dealing with some medical issues and will take a medical leave to get them under control. In his absence, Tom recommends that we continue with Dustin Cooper. Dustin will be at the church tomorrow evening to meet with everyone.
- 16.38 Church Security and Safety Report- Oral Lambert reminded CLC that a committee was formed to look at the recommendations given by The Police Department Crime Prevention Unit and present solutions to the Finance Committee and CLC. This committee was led by Jeff Andrews, and they spent a lot of time meeting and visiting other churches to compile information. Members included: Roy Gordon, Joe Skiles, John Winnett, Brian Hoover, Ed Hopper, Michael Mueller, Christine Mueller, and Ken Miller. Oral estimated that the committee saved the church \$15-20K by having the report done in house versus outsourcing.

Jeff gave a little bit of background on the committee members, explaining that they had experience in several different areas- law enforcement, military, corporate security, fire prevention, and medical response. They were all able to come together and provide a wealth of knowledge around the table.

Jeff informed CLC that an Emergency Situation Manual was adopted by VBUMC back in 2003. While the manual was well conceived, it was determined that it needed updating. The committee visited Wave Church and Grace Bible Church to see what other large churches are implementing in terms of security. They also talked with Heidi B. and Emily R. to get a sense of security levels at Seaside versus public schools. Lastly, the committee met with representatives from Tyco to discuss security hardware and software components.

Jeff then presented the entire report to the CLC, including the Background, Process, and Recommendations. Some of the recommendations can be implemented quickly and easily, while others will take time and financial resources to put into place.

Following the report presented by Jeff, Oral presented the following motion:

**\*\*\*The Trustees recommend to the CLC the adoption of the “Safety and Security Review- VBUMC” as the guideline document for our church safety and security initiative; and, that the CLC appoint an Implementation Committee granting it authorization to incrementally implement those recommendations it deems reasonably feasible to do within current funding and staffing levels. Recognizing that some recommendations will require little in terms of effort and resources while others will involve longer term planning and funding, the Implementation Committee should be charged with the task to consider each recommendation and determine the requirements and best timing for implementation. Upon their determination, any and all actions requiring major expenditures or major changes in operations/church policy will be submitted with their recommendation to the responsible church entity, e.g., Trustees, CLC, SPR, Finance or others, for individual approval as may be needed.**

**It is further recommended that the CLC consider the membership of the implementation committee to include:**

- **Representative- Trustees**
- **Representative- Church Leadership Committee (CLC)**
- **Representative- the Second Century Committee (SCC)**
- **Representative- Staff Parish Relations (SPR)**
- **Representative- Committee on Finance**
- **Chair of Safety & Security Team- Jeff Andrews**
- **Church Administrator- Ken Miller**

**The motion receives a second, and passes unopposed.**

16.39 Mission Report and Position Update- Benson is the head of a committee that was formed to look at the current state of missions in the church and set a plan for the future. Last year the budget included some money set aside to cover a missions position. They wanted to make sure that if CLC approved the position there would be money available. There is money set aside for half of a full time position. There won't be any hiring until at least half way through the year. Coming from the task force, SPR has endorsed the concept. All agree that there needs to be a staff position dedicated to missions, but it's not known whether it needs to be

full or part time. If CLC endorses the concept, then SPR can develop a more detailed job description and present it to Finance. It can then come back to CLC for final approval.

**\*\*\*A motion is brought fourth for CLC to approve the concept of a Missions Director as a new position, based on the report presented at last month's CLC meeting. The concept will then go to SPR, Finance, and back to CLC for final approval. The motion receives a second, and passes unanimously.**

### **Administrative Reports and Other Business:**

- 16.40 Stewardship- Beth Lantz gave the report on Stewardship. Heather did a fantastic job on producing the annual report! Everyone should've received it via email, but there are hard copies available. Highlights included Ken's pie charts, the Did You Know section, and the concept of fundraising and keeping the lights on. It is a great document to refer to other members. 201 financial commitment cards were received last Sunday- very exciting!!!
- 16.41 SPR- Tracy Miller gave a report on behalf of SPR. VBUMC will be losing the Director of Children's Ministry, Emily Ruppert. She will be here through the end of the month. Emily has decided to stay and home and care for her children- we are very excited for you! We are to keep Emily and her family in our prayers and sincerely appreciate all of the work that she has done. There are going to be interims put in place, but SPR will be taking a close look at the position and determine the best course of action for the future.

Prior to Wanda Tyner's car accident, she had turned in her retirement notice for December. It is unclear whether or not she will be able to return before that time. She has been the organist at VBUMC for over 40 years! We will be having a special celebration for her at the appropriate time.

- 16.42 Finance- Joanne Griggs gave a report on behalf of the Finance. The general fund is a little behind on revenue by \$30K, however there is some savings on expenditures. Bottom line is a \$90K deficit as of September 30, but we were expected to be behind by only \$72K. In looking at last year, we were \$83K in deficit at this point. So we are very close to where we were at this time a year ago. Although revenue was behind in July, we are hoping that contributions will pick up in the fall. One highlight of the report is that Seaside School has a \$13K balance at this point- this would be great for the Open Door!

Joanne wanted to thank everyone for the vote via email in regard to the Domino's property payoff.

- 16.43 Trustees- Oral Lambert reported on behalf of the Trustees. Oral extended a special invitation to everyone for a landscape cleanup day at the church on Saturday. It will be a day to bring your tools and help beautify the church grounds. Donuts and coffee will be provided.
- 16.44 Second Century Committee- Terry J. gave an update on the behalf of the SCC. Thanks to the email vote, the Horizons contract has been extended with Dustin Cooper as the

consultant. A letter is planned to go out the first week in November discussing the feasibility study and the future of the capital campaign.

16.45 Pastor's Report- Pastor Benson gave the initial report on behalf of the pastors. Thanks in large part to Brenda S., there have been many new LIFE groups launched. It is also very exciting to see that Sunday school classes are remaining strong. We seem to be hitting on some good things on the Discipleship front!

Pastor Ralph reminded CLC that there is a Charge Conference on November 14<sup>th</sup> at 7:00 p.m. He referenced the Nominations Committee document that was distributed earlier in the meeting. While most positions are filled for the coming year, there are some positions that are still open. He is excited to have some new people with some fresh ideas in 2017 on various committees.

Pastor Ralph also reminded CLC that there is an opportunity to become an at large delegate to the Virginia Annual Conference. There are a certain number elected in order to provide close to a 50/50 representation between clergy and lay persons. Currently, VBUMC has 4- Brenda Stahl, John Clarke, Katie Tomlin, and John Puvogel. Please let Pastor Ralph know if you are interested in becoming a delegate. Anyone is welcome to come to the proceedings at the District Conference on October 29<sup>th</sup>.

On October 29<sup>th</sup>, VBUMC will be holding the annual Fall Festival from 6-8:00 p.m. We are really in need to candy and volunteers because of the missed Sunday from Hurricane Matthew. 200-250 volunteers and 25-30 cars are needed. Currently, there are only 6 cars signed up.

The next scheduled meeting for CLC will be in the month of December.

There being no more business, Pastor Ralph closed the meeting in prayer at 8:30.

Respectfully submitted,

Michael Key, Secretary