

**The United Methodist Church of Evergreen
Minutes Church Council Meeting
January 13, 2019**

Attending:

Jeanne Ambrosier – Lay Leader/Conf Member
Jo Ann Dunn – Worship Chair
Michael Eaton – Missions Rep
Penn Gildersleeve – Trustees Chair
Carolyn Hohne – At Large
Ruthanne Huber – At Large
Dave Loomis – Chairperson
Deb Olenyik – Pastor/Chair of Nominations
Shannon Roamer – Youth Rep
Matt Sailor – Finance Chair
Sarah Sailor – Children & Youth Rep
Glenn Stoll – UMM Chair
Jan Thurling – At Large
Janice Vickery – Lay Care Rep
Carol Wood – Secretary
Andrew Zapotoczny – SPR Chair

Opening Prayer:

Dave opened with prayer.

Review of Minutes:

Dave reviewed action items from previous minutes. No changes were raised. *Dave asked for motion to approve minutes. Jeanne brought motion. Penn seconded. All said aye. Dave moved onto new business.*

Finance Team – Matt Sailor:

There is a budget in the packet and information on pledge amounts. Matt said his ability to speak to the numbers is limited since he took over as Finance Chair just this January. Overall, financially we ended 2018 pretty solid. We ended the year with income \$14K (?) over expenses. At the Finance meeting we discussed splitting this down the middle for a cushion for 2019 (?). Other groups brought up the significant cuts made to the 2019 budget. Some people added that may be the overage can be applied to those cuts. **Matt said Finance will be doing an internal audit in 2019.** Otherwise we are in good shape. Jeanne said Church & Society turned in a small budget and she is not seeing it reflected in the budget that is in the packet. Pastor Deb said that Vickie said some categories will be adjusted. **Dave asked Matt to take action to sit down with Vickie and Jennifer to ensure the Church & Society budget gets added to the 2019 budget. Pastor Deb will also have Vickie correct a couple of things on the financials.**

Youth and Children's Education Team – Sarah Sailor:

Pastor Deb thanked Jo Ann Dunn for her work on the Spontaneous Christmas Pageant. Jo Ann said it turned out great. Great attendance, great sermon. Some families who are not regular attenders were there. Some came up to Sarah later and commented on how great it was. Really good feedback. Sarah gave an update on Feed My Sheep. At the last church council meeting she reported very low attendance, but now Feed My Sheep is a success. It is not a huge program, about 8 kids are coming now.

It has developed into more of a family ministry, with mealtime followed by family game time led by the parents.

Action Pack has small attendance. Sarah said she always has a lesson prepared, but she would like to see higher numbers during the 9:30 hour. Sarah and Pastor Deb have talked about this. One of the issues is that if parents don't come at 9:30, neither do the kids. EverKids has high numbers consistently at the 10:30 hour. The same kids attend every week. **The VBS planning team is having its first planning meeting this coming week.** The theme this year will be "Exploring God's Galaxy." The curriculum for this program will be written by Sarah. This will not be a weekend VBS like last year. **We are currently deciding whether this will be 5 half-day sessions or 3 full-day sessions.**

The Youth Mission planning is underway. So far we have 24 people enrolled for the mission (parents and kids). This is changed from the report in the church council packet. The Mission will be to Heifer International starting on August 4. The cost is on the higher end of average. **We are planning a fundraising campaign to pay for it. The cost that Heifer International is charging is \$425 per person. The rest of the cost is gas, vehicle rental and the hotel stay. All of this will be covered out of the youth mission fund (families don't pay this additional cost). Anything we raise will go to helping families pay for the \$425 cost.** Typically youth mission fees are \$100-200, if it doesn't include lodging. So \$425 is not an absurd number. Heifer sets this up so that we have to pay 50% of the fee by Feb. 3. Several of our families have multiple kids in youth group, which is taxing on them.

Youth group Sundays continue to be a blessing. Typically, there are 10 people in the meetings. Devotions are going well.

Adult Learning and Fellowship Team – Pastor Deb:

There is no Adult Learning and Fellowship report in the packet. **We are having an organizing meeting in February.** However, the classes are scheduled all the way through May. We were trying to launch a parent-oriented class, but this depends on people's schedules. Also, the Womens' Bible Study and UMM are under Adult Learning and Fellowship. Marcia Loomis is launching the Lunch Bunch again.

Pastor's Report – Pastor Deb:

This is in the packet, on pages 7 and 8. On page 8 is Pastor Deb's narrative on the different categories. She said for people to feel free to read through it and talk with her about it. **At the Annual Church Meeting on Jan. 22 we will prepare materials borrowing from this report.** It's been a good fall and a good Advent and Christmas season.

Membership Changes – Pastor Deb:

Pastor Deb has updated the Membership numbers and this report is in the packet. It covers the timeframe December 1, 2017 – December 1, 2018. **Michael asked about updating the new member plaque in fellowship hall. Dave responded that Marcia is updating this.**

Trustees Team – Penn Gildersleeve:

Penn said that in the October minutes it said we would get snow tires on the van and we did. He also said the Gaga ball court is completed by Jackson Brown. Penn said he has had no contact from Jackson for us to sign off on his Eagle Scout project. Penn said the parking lot lights are all up and functioning. The new bollard light on the sidewalk is fixed. The coffee maker is not working, it wouldn't turn off, running over with hot water. **The coffee maker will be repaired on Tuesday, Jan. 15.**

We had a great men's group work day and accomplished everything on our list, including the main staircase in the entryway. A few new things came up that day. **We need to adjust the level of the float in the women's bathroom, the left side toilet. It is currently out of service because of lack of water volume. We had a leak and still have a leak in the hot water heater. It is under warranty. We have had the plumber out 2-3 times. The only thing that can be done is to replace the hot water heater.** At least the drip is under control and it flows to the floor drain. The issue with the hot water heater occurs when you turn it up for special meals like we had in November. **Trustees will be working on scheduling these maintenance fixes.**

Jo Ann Dunn asked if anyone is using the sterilizer in the kitchen. It broke some glasses recently. Ruthanne said that was because we used the wrong rack in the sterilizer. The rack is well hidden behind the double doors. **The rack behind the double doors is for glasses only. The racks that are on the counter are for plates only. Penn will prepare a sign explaining this.**

We had a security issue at the church right before Christmas. On Thursday, December 20th someone broke into the pastor's office and the office manager's office and stole a laptop computer and other miscellaneous items. This prompted the need for the pastor's office and office manager's office to be rekeyed, which has been done. Penn will be in charge of rekeying the entire building though, and redoing the codes. There are lots of questions about the rekeying. **Penn said the coded doors to Great Escape at present aren't able to be locked. So these need to be redone as well.** Dave asked what the schedule is for rekeying things. Penn doesn't have a schedule yet. **Penn said we will be recoding the front door at the same time that we do the rekeying.** So at some point, the old code numbers will not work. Dave asked how many codes there are. Penn said 36 codes. Dave said there is no need for 36 codes, a system with a camera and doorbell would work better. Jan asked why so many codes? Carol said because each outside group had a separate code. Carolyn Hohne said that digital security systems, the kind you operate from your phone, are not that expensive. Penn said the lock company said we could go away from the coded door and use a different type of lock. The Great Escape parents are all issued a code to open up that door. So it's not just for the church folks, but also the parents. Carolyn said that with the digital codes you can do it from your computer or phone from home. Matt said wouldn't it be easier to use one of the Ring systems.

Dave said Trustees are working the building security issue (i.e. rekeying and recoding) and are looking at all the options. Dave said we may need a special meeting on this because it is complex. Penn said it is also important to have video. We have lots of outside doors, and the downstairs Great Escape door has been left open. Penn said the police gave us a \$2,000-4,000 range for some sort of security camera system. **Penn will look into a video surveillance system and report back.** Carol said kids and dog walkers use our parking lot and grounds for recreation. She asked if Trustees have a policy about this. Penn said jokingly, "Open Doors, Open Safes." **Dave said Trustees would talk more about recreational use of our parking lot. Penn said when the codes are changed he will work to communicate this to everyone. Penn added when we rekey the building we hope to install a doorbell that will ring upstairs and downstairs.**

Penn then said, totally as an aside, if you look outside you can see that a car drove down the hillside from Ponderosa Drive into our parking lot. The Police were there. Penn stopped at the accident scene and asked if there were any issues. Penn mentioned to the police on duty that we have had some break ins. The police said they were aware of our issues. **Dave said we will update the police report based on Carol's information about the petty cash bag, which included combinations to the safe, some petty**

cash, and 5-6 thumb drives. The bag is 6x8, black with a cherry pattern on it. Pastor Deb will update the police report with the police.

Michael asked about the water heater, if there is a pan that it drains into. Penn said he dried things out, but there still is a steady trickle. Michael said the water heater should be raised. **Dave said the water heater is hard plumed, so it needs to be re-plumed. Trustees will address this.**

Jan asked about putting together a protocol for emergency situations that occur at the church. Penn said yes, Trustees are actively doing this. Glenn attended a training session with the Jeffco Sheriff's department that was geared toward churches. Glenn said we lightly formed a subcommittee but just have not pursued it in greater detail. The first step is we need to provide additional security. The doors will need to be monitored. Jan asked Penn to clarify what happens if there is an emergency during a service. Dave said we started down that path a couple of years back and it sort of fell apart. A couple of people left the church who wanted to be more aggressive in our approach. **Dave said we should pursue doing something, at a minimum the medical emergencies with CPR/AED (Lauren Alter and Dave). Pulling that together is important.** Dave posed the question "How far do you go?" It's not an easy answer. Jan asked about getting professional guidance on the matter. Glenn said it was more about the resources that are available. There are organizations that can come to our church and do an assessment. Carol added that Julie has an emergency protocol for GE.

Michael added that the Trustees/UMM Indoor Work Day should be titled "Penn and Marilyn Work Day." Penn closed with information that Debbie Roamer was able to get a free oil change on the church van.

SPR Team – Andrew Zapotoczny:

Andrew said he and JoAnn Vogt have met a couple of times. Andrew helped with the transition from Russell to Pastor Deb. Andrew said we have liaisons for SPR to pair with staff members. SPR also has liaisons to the Finance committee. Some SPR members agreed to be on Finance representing SPR. **Ed Hornfeck and (?) are doing the Finance piece.** Recently we hired Sirin Kaanta to be a part-time custodian to take over some hours from Gayla and Clyde. Sirin Kaanta has worked downstairs at Great Escape for many years.

Sirin won't be adding hours to the budget, just substituting for Gayla or Clyde. **Andrew said we will be advertising for the Office Manager position starting on Monday, January 14.**

Membership Team:

Both Jim Ament and Terry Vogt were absent. The Membership report is in the packet. Jim and Karen Ament are in Arizona with Karen's folks. They've been gone a couple of weeks now. Jan asked if there has been any consideration of reaching out to those who have not been attending in a while to let them know they are missed. Dave said we used to send out cards. Jeanne said she used to participate in this, and it wasn't effective. We did it for about 3 years. The cards didn't make a difference, however calls were better. Jeanne said Pastor Deb works on keeping track of this. Dave said Membership could be making calls. Jeanne said there is nothing in place right now for this. **Dave said to record in today's minutes to ask Membership to put something like this back in place.** Jeanne said what is in place now is people are contacted when they are visitors. This is done via the Weekly Report list which is emailed by the church office every week. The people who get the Weekly Report do the calling. Pastor Deb said even if people haven't recently attended, but have attended in the last 2 years, they are still considered active members. Michael and Andrew added their agreement that this is an important issue.

Nominations and Leadership Team – Pastor Deb:

Pastor Deb said we now have the list for 2019 for the Administrative and Program teams. She thanked everyone on Nominations who worked on this. Pastor Deb said Bill will be sending out emails to get the Social Media Task Force going, currently he is the only person listed on this team. Ruthanne asked if the Program Team is put in stone, because there is an error. Ruthanne and Debby Humphrey should be included under Lay Care. Pastor Deb said people can be added to the teams during the year. **The church office will add Ruthanne and Debby to the Lay Care list.** Penn said he is surprised that he is on the Worship team. Jo Ann said that's because he is usher coordinator for 8:30. Jo Ann said that ever since she has been Worship chair she hasn't seen a reason to have meetings, instead people have independent meetings on an as needed basis. Pastor Deb said meetings are a chance for people to have input. Jo Ann responded that having meetings might be a good idea.

Missions Team – Michael Eaton:

Michael said the Missions report is in the packet. It covers the programs that Missions is supporting this year. Along with updated information for 2019 we've been asked to provide financial information that we don't have because of how bookkeeping has been done. Going forward for this year we will try to get the numbers categorized appropriately. The other thing that is an issue is a new Mission activity that Pastor Deb is talking about – the Guatemala Mission trip, a long-standing, very safe program. It is an ideal situation for parents and kids to participate together. Also, the hotel is very nice. It is not cheap, \$1,900 per person. It is a good opportunity. Jeanne said Roger and Marlee are doing this together.

Lay Care Team – Janice Vickery:

The packet is missing a page. The page covered what was and what is. **The church office will add this missing page to the All Church Meeting and to the official Council Packet and meeting minutes.** We started some new things. With the freezer we've had a lot of poorly wrapped things. We do have people who take things out without marking them down. Janice threw out stuff that wasn't labeled (no dates or labels). People also are rearranging things. Remember Lay Care has the top 2 shelves of the freezer. On page 17 Janice collected information on what prayer warriors and card warriors have done for the year. **Michael asked if sustaining membership used to be a Lay Care activity. Dave said we should have the Lay Care and Membership teams talk about this so that they can form a plan on how to follow up on this.**

Worship Team – Jo Ann Dunn:

Jo Ann said the Worship team has no regular meetings. JoAnn Vogt takes care of Liturgist schedule. Pastor Deb added that she appreciates all the transitions that happened this fall. We are trying to take work off the paid staff and have volunteers do things like scheduling ushers, greeters, etc. Pastor Deb said we've had a lot happening and a lot of training. Jo Ann wanted to thank Pastor Deb for the instructions for the ushers. Jo Ann said it was awesome. Jo Ann and Jeanne said it is a learning curve for Liturgist readings, but it is all good.

United Methodist Men – Glenn Stoll:

Nothing new to add except the March 1 Men's group breakfast will be open to everyone and the speaker will be Christie Tennyson, the director of the United Methodist Foundation. Vickie was given the outline for how the flow of the program will go. **Pastor Deb or Vickie will communicate to Glenn about the speaker, with a blurb describing her talk. We will promote it for men and women to attend both the food and the program. Pastor Deb and Vickie will let Glenn know more details about how they want to promote it.**

Church & Society Team – Carolyn Hohne:

Carolyn said she has been to one Church & Society meeting, and now she is chair. **Joy International will need a lot of church-wide support for the Barefoot Mile in June.** Carolyn asked Jan if there will be outreach beyond our committee for this. Jan said yes. **There will be a planning meeting on April 27, 9:30 in Fellowship Hall for coffee and snacks, and 10:00 in Sanctuary. Now there is a JOY team offshoot that will be working on planning this. The JOY team will be contacting civic organizations to participate.** Carolyn said the mountain backpack program will continue to receive our support. The Evergreen Shelter Program continues to receive our support as well.

Jeanne said we just hosted 5 homeless people the week before Christmas. Wednesday the 19th was the day they used our facility. There are 7 people currently signed up to help with ESP, 5 showed from the Episcopal Church helping from their end. The group promised to be out of our building at 6:45 am, and at 6:30 am they were all out and cleaned up. There were no issues, and the people were very grateful. Jeanne said 2 women from the Episcopal Church did a nice training for us. Church Council voted in November that this was appropriate. Going forward we have not made a commitment to host the shelter in our building. Jeanne said about 20 members of the community meet once a month about this. It is a very well organized effort, with a huge manual. Carolyn asked if we need a motion from Church Council to approve future dates. Jeanne said this is not needed right now. Jeanne also included that the 5 host churches rotate every week.

Carolyn Hohne said Adult Education has 2 more sessions on Social Principles of United Methodists. Recently they had a session on “A Way Forward.” Carolyn added that there will be difficult times ahead but at least we are better informed. Carolyn & Bruce’s daughter Brielle spoke to Church & Society in December about her mission work. There were 14 or so people in attendance. Family Movie Night was well received again. Jo Ann Dunn asked about what we use to show the movies on Family Movie nights. Andrew said we’ve been speaking with Bill Graf about this. **Pastor Deb said Church Council should support the Social Media Task Force and upgrade the laptop and projector in the Sanctuary. Pastor Deb said Church Council should affirm this need.** Jeanne said at least we are licensed now to show the movies. **Dave said let’s have Bill Graf do his work before we affirm. Carolyn added the Women’s march in Denver will be next Saturday, January 19. This march is about justice, so some UMC members will be attending.**

Additional Topics: Dave Loomis

Penn said there is no report from the Endowment team. Pastor Deb said we do have an Endowment committee. **Pastor Deb is currently reviewing our Endowment Charter documents. We will be rebooting that team.** Pastor Deb said the Endowment Team is a subsidiary team of Trustees.

Dave said he may have a conflict with the April 7 Church Council meeting date. Pastor Deb mentioned that we could make a motion to elect a Vice Chair of Church Council to stand in for Dave when he cannot be there. Dave said he wanted to table that discussion.

Closing Prayer:

Pastor Deb closed in prayer.

Respectfully submitted,
Carol Wood

* Lay Care Report (3 pages) appended to these meeting minutes

Fellowship Coordinator: Marcia Loomis

We've provided 5 memorials in 2018, 4 at UMCE and 1 at The Barn on Turkey Creek. We've also had 1 wedding with no reception. I estimate providing food for approximately 1,000 people at the memorials.

The old black Gothic candelabra found in the crawl space was retrieved and is now gold and was used in the wedding that was held in the sanctuary and is available for other use now.

We have updated our guidelines for the time being for memorials/weddings & events to reflect a change in fees. This may also change again in the future to reflect more current fee structure.

Change in Lay Care leadership at the beginning of 2018 saw JoAnn Dunn as chairperson, and at the beginning of Jan. 2019, Janice Vickery will be chairing Lay Care. We have had great success with our program including providing food for those in need or ill, transportation for medical, home visits, our card warriors, prayer chain & food preparers. In 2019 we start our "casserole ministry" for those in need.

We've had a great team and looking forward to the new team members that have joined Lay Care.

We can always count on our congregation for support when we ask for it whether it be providing food or filling in when we're short.

Prayer Chain: Charlene Hahn

The year started with 56 people on the email prayer chain. At the end of 2018 and start of 2019, there were 63 people participating. Some people were added and some chose to discontinue receiving these emails.

I replied to some suggested changes. The members were requested to only reply to the specific person that the email was for and not to the entire chain because of how long the emails were getting to be. Also the email now goes out to the members individually, as requested by several members.

Card Warriors: Janine Payton

We have not kept track of the cards we send, but we are now keeping a book of notes for each other as the card sending rotates around our group. In planning, we will hopefully have a report on the number of cards sent at the end of 2019

We would love to have more members on the Card Warrior team.

Transportation: Candy Hastedt

For 2018 we had several calls but some resolved themselves or never got to the team. On March 7th I transported a church member to Golden for out-patient surgery. On March 9th, I took a non-member from up on Mt Evans Road 103 to St. Anthony's Hospital in Lakewood and back home. We were on call for another member, but that was changed when his doctor became unavailable. Right now the team members are: Clyde Sacks, Matt Sailor, Roger and Jeanne Ambrosier, Bill Graf, and Chris Swan when she's in town. I think Bill has done an airport trip or two.

Food Prep Team (Now to be known as the Casserole Committee): Janice Vickery

This team performs a great ministry for UMCE. Our goals are to have meals in the church freezer ready to go for anyone who may be sick, injured, or coming home after a hospital stay. We also want to provide a meal to any family who experiences a death or other emergency and needs assistance so they don't have to think about shopping and cooking a meal. When the church is notified, this team needs to be able to choose a meal from the freezer, add a salad and/or bread or other appropriate item from the grocery store, and deliver.

In the last few months, the church freezer has collected an assortment of "odds and ends". Some are labeled; most are not. Several items were not wrapped sufficiently to spend six months in the freezer. Most of these odds and ends cannot be put together for a meal for an individual or a family.

There were many items I threw away because there was no way to tell what they were or how long they'd been in the freezer. I also threw away food so poorly wrapped that it was ruined by freezer burn and could not be given to anyone. What a waste of our money and preparation time. I would not want to receive one of these mystery dishes with freezer burn and I'm sure you would not either.

A box of freezer wrap is on top of the church freezer. If anyone brings a dish wrapped only with a layer of aluminum foil or the like, they are asked to add a couple of layers of the freezer wrap. If it's a flimsy plastic or foil container, these are to be wrapped too. There are labels in the freezer wrap box. To the label, we ask that the date, name of item, and preparer's name be added. On the clipboard on the freezer door, it should also be updated to keep our inventory up to date.

So, at the start of this new year of opportunities to begin again, here are some ideas for us from Pastor Deb. These are ideas that have worked well for her at previous churches she's served and will work well for us too.

- Casseroles only
- Casseroles prepared for two or four persons only
- No ready-made meals from the supermarket (think TV dinners)

- No sweets
- Nothing in the freezer over six months old. (Items that have been in the freezer approaching six months will be returned to the preparer.)

Dishes approaching six months of age will be returned to the preparer. It seems the need for food comes in waves. We'll go for weeks or months without anyone needing a meal—then the dam breaks and we'll go through all the food in a short time.

Thank you to everyone being a part of this ministry team. New meal preparers are always needed and welcome.