

Newark United Methodist Church  
Church Council Meeting Minutes  
Monday June 25, 2007

Present: Mark Werrell, Michael Chorba, Michelle Koch, Kelly Stoneman, Ruth Oatman, Betsy Kent, Jim Faltot, Mary Hudson, Jane Savino, Bryan Everett, Deede Cataldi, Kathy Werrell, Bill Clark, Roland Roth, Roland Sharp, Grace Gosnay, Nancy Bransfield, Peter Schmalz

Opening Devotion – Jim Faltot

Approval of 5/29/07 Minutes: The Church Council minutes for May 29, 2007 were approved. (Ruth Oatman moved, Kelly Stoneman seconded)

**Pastor Comments** – Jim Faltot:

David sends his greetings. He is praying for the church and for the finances of the church.

The Northern Irish teens (18 from Coleraine, Northern Ireland) arrive on Friday night, 6/29 and will be at the church Saturday morning, 6/30. We will be hosting all of the Irish teens and their mentors for worship on 7/15 at the 9:30 service. The Worship Committee will be responsible for hospitality and we will have a special reception for them in the Dining Room at 10:30am.

Jim has already met the American teens. Father Charlie Brown of St John the Beloved parish is the Catholic chaplain and Jim is the Protestant chaplain. Jim and Fr. Brown met them at an all night sleep over. Fr. Brown blessed the Protestant youth and Jim blessed the Catholic youth.

**Empowerment Center Pilot Extension** – Mary Hudson:

The Empowerment Center had 150 clients as of the meeting. Mary presented the three month report.

Typically there are 2–3 volunteers; a greeter and 1–2 people in the Wilson Room providing assistance. Based on current volumes, two people are enough. Depending on the interview Mark or Bill may need to take the client to another site. When that occurs, the volunteers serve as greeters and provide hospitality.

The Newark Housing Coalition of Newark United Church of Christ has committed \$15,000 to Friendship House to continue its homeless

outreach ministry in Newark. The commitment will fund the full extension of the pilot.

The question was raised about the travel expense. The travel expenses cover transportation cost to get the clients to Wilmington where they can find a shelter. Newark does not have a shelter. It was noted that we actually get bus tickets at a discounted rate.

Jim noted that one of the things this pilot is designed to do is to identify the needs that exist in the specific area. For example, if a particular need is light and can be covered by neighboring facilities in Wilmington we may not focus on establishing that ministry here for that particular need. However, if we find the demand is moderate to high, then perhaps we should be providing a solution for that particular need in Newark.

The reason for extending the pilot is both for getting more data about the specific needs and providing service during the cold weather.

Note that the overnight stays are considerably down, as we focus on providing a path forward for the client, giving them a hand up versus a hand out.

Peter mentioned that the Empowerment Center was reviewed at Trustees and he asked the staff if it was interfering with any other programs. The staff indicated that there as been no interference.

Jim noted that the ladies of Mrs. Wilson's Bible Class are thrilled that the room is being used in this way. It is viewed a being very consistent with the mission of Mrs. Wilson.

**Motion:** (brought forward by the Outreach Team; 2nd by Ruth Oatman)  
The Outreach Team recommends that NUMC extend host site accommodations for the Newark Empowerment Center through March 2008 - four afternoons per week - Monday, Tuesday, Thursday, and Friday - 1-4 pm.

**Decision:**

The motion passed unanimously for NUMC to host the extension of the Newark Empowerment Center through March 2008.

**Christian Education Restructuring Proposal - Roland Roth:**

Roland presented the Christian Education Restructuring Proposal with the modifications suggested at the last council meeting.

**Motion** (brought forward by Christian Education; 2nd by Michael Chorba): The Christian Education Committee will be dissolved, and its responsibilities will be divided as described below between, and performed by two newly created committees – a Children and Family Ministries Team (CFMT) and an Adult Ministries Team (AMT) – and as appropriate by the teams together. The chair of each team shall be a voting member of the Church Council. Upon approval of this realignment by the Church Council, the Lay Leadership Committee will identify and nominate the Chairs and membership of each team as soon as possible so that they may begin meeting in late summer prior to their election at the 2007 Church Conference and be ready to operate effectively when they take office January 1, 2008.

**Responsibilities:**

The Children and Family Ministries Team will have responsibility for Christian Education and fellowship activities related to infants through grade 6 and for families, i.e., adults with infant through high school children.

The Adult Ministries Team will have responsibility for Christian Education and fellowship activities related to all post-high school adults, which could include ministry to families with adult children.

(Youth Council, with the staff person responsible for youth ministries as resource person, has responsibility for Christian Education and fellowship activities related to junior and senior high youth.)

CFMT and AMT, and as appropriate Youth Council, cooperatively will plan and facilitate multi-age activities, e.g., Vacation Bible School, Advent Festival, and Christian Education Sunday.

CFMT and AMT are expected to insure that the collective efforts of both teams and Youth Council are coordinated such that appropriate ministries are made available for infants through older adults, for single persons, for families with young adult children, and for adults with living parents. This coordinated coverage will be facilitated by the following practices:

The Director of Christian Education (DCE) will have overall responsibility for reviewing the teams' activities and pointing out gaps needing

attention by appropriate teams and will meet with Chairs and appropriate staff as needed;

Lay Leadership and the DCE will make it clear to team chairs and members, when they are recruited, that CFMT and AMT are parallel entities with equally important ministry responsibilities;

Chairs and other representatives of CFMT and AMT will meet quarterly, co-chaired by the team chairs, to review activities, to discuss gaps, and for seasonal planning, especially of joint or seasonal events;

information regarding each team and the Youth Council will be shared through the frequent conversation and collaboration of the education staff, one of whom will serve as staff resource for each tea; and

day-to-day budget management will remain with one person (currently the Education Coordinator), and the existing sections of the Education budget will be retained for ease of handling and because sections already reflect youth, children and adults as well as overlapping areas. The team chairs and education staff will collectively prepare the final budget proposal annually.

**Membership:**

CFMT: A Chair and three members of three year-classes plus a voting representative of the Newark Methodist Pre-School nominated by the Pre-School board will be nominated by Lay Leadership as currently done.

AMT: A Chair and 3 at-large members, one in each of three year-classes will be nominated by Lay Leadership. In addition, a representative of each on-going adult class, study group, or fellowship group (including UMW and UMM) not represented already among the Chair and at-large members will be nominated to AMT by the respective groups. One person may represent more than one group if desired by the groups.

**Decision:**

The motion passed unanimously as presented above.

**Church Purchasing Policy – Peter Schmalz:**

Peter presented the Church Purchasing Policy.

**Motion** (brought forward by Trustees; 2nd by Roland Roth)

The Trustees moved to accept the Church Purchasing Policy as documented.

**Decision:**

The motion passed unanimously to accept the Church Purchasing Policy.

**Needs-Based Evangelism Report – Ruth Oatman:**

The theme is going to be “Radiating God’s Love”. The thought was that Radiating not only warms but gives light. The suggestion was to perhaps use a diamond that radiates light all around.

We would like the teams to determine what they are doing within the team currently that radiates God’s love. Think of how to more intentionally radiate God’s love. Determine what else we can do to Radiate Gods’ Love.

There will be articles in the Sept. Parish Notes.

We will ask those who have things going on in Sept. to integrate this into their work.

We need to share our ideas to see if we can work together to make it happen.

We will make it a theme of our program year.

The pledge drive would incorporate the theme.

There is the thought that the attendance sheets would include something that asks the individual what they have done in the past week to Radiate God’s Love.

If we bring awareness to how we Radiate God’s Love in what we do and say, then the congregation will realize that they are practicing evangelism.

**Motion** (brought forward by Ruth Oatman; 2nd by Mary Hudson)  
Ruth moved to accept the theme “Radiating God’s Love”.

**Decision:**

The motion passed unanimously to accept the theme “Radiating God’s Love”.

Ruth shared that the team wanted to place easels around the church to capture the congregation's ideas about how we can Radiate God's love.

There was a concern expressed regarding safety.

The thought was to utilize them in September and put one in the front of the church and one in Heritage Hall.

The suggestion was made to also put a flyer in the bulletin which individuals can fill out with ideas about how to Radiate God's Love. Then we can also show the responses on the easels or elsewhere in the church, so people can see all the ideas.

Concern was expressed about spending money on the easels without knowing if they are needed. This would come out of the Emerging Ministries budget. \$3000 was donated as a special gift for Emerging Ministries and is not from the Core budget. The easels will be used in classrooms and meeting rooms later so they are not a one-purpose expense.

**Motion** (brought forward by Ruth Oatman; 2nd by Mary Hudson)  
Ruth moved to purchase 3 easels from the Emerging Ministries budget.

**Decision:**

Fourteen voted to accept the motion; three abstained; Motion passed.

**Singles Ministry** – Ruth Oatman:

Ruth shared that 44% of the US population is single. Ruth shared two articles from the General Board of Discipleship website. An annual conference this year, a bishop's wife asked if NUMC had a singles' ministry. She suggested the book "Reaching Single Adults: An Essential Guide for Ministry". It is available at Cokesbury. Marilyn Maurer and Ruth bought and began reading the book. There are 5 categories of singles: never married, widowed, separated, divorced, single parents. Each have specific and unique needs. There are ways to determine the make up of the congregation.

Neither one of the pastors have been at a church with a singles ministry.

The pastors took the idea to the staff and this was suggested as an Adult Ministries program.

Marilyn brought it up in her Disciple IV group and many are interested in getting involved to start something.

The article gave tips that can be used by all of the teams. For example, do not advertise something as a family function. Singles will feel left out. You could say this function is for all ages at all stages in life. Another example was pricing an event with a price for a single different from the price for a couple.

Roland R. noted that this is another reason for splitting the Christian Education Team. We wanted to focus on education for different categories of people and include fellowship activities.

### **Committee Reports:**

#### **Finance – Nancy Bransfield –**

Nancy stated that based on 5 months of data we are looking at a potential shortfall of ~\$100,000 by year end. We all thought that giving would increase. We were all hopeful. However, as the committee monitors the finances, it is time to take action.

Nancy shared recommendations from the Finance Team.

Communicate the extent of the problem and planned solutions to Church members via the bulletin, church services, parish notes, and team meetings.

We need the team leaders to discuss this with their teams and look at cutting expenses. If everyone cut 5% of their budget we could possibly save \$45,000. This does not reach the \$100,000 we are anticipating; however we are hopeful that with the other activities going on in parallel the result will be a positive turn of events. We are asking each of the budget leaders to recognize what we are up against and look at their budget to identify budget reductions for as much as they can. Each team leader is asked to reply back to Deede by 7/30. We also want teams to identify what is being lost due to the budget cuts so they can be communicated.

Finance is looking at ways to increase giving. They are considering another stair step, since that seemed to really touch people. They are looking to BIA and their activities for promoting stewardship.

Finance is asking for any and all suggestions on how to approach this issue with the finances. We are looking at a plan for a special fund raising campaign so that we can possibly recover some of the shortfall.

Finance is looking into establishing a task force to focus on analyzing income and expenses for the past few years, to identify where we are falling short, who we are not reaching, how we better forecast.

We are aligned with last year in terms of income and expense, but we took an aggressive stance for the 2007 budget that is not being matched by increased income.

Mark challenged that as leaders we all need to look to see what each of us can do to give more to the church. It may be that we are giving as much as we can, but we all need to see what we can do.

Jim shared some thoughts that he and David discussed. As David is studying the Psalms, one of the things they are studying is the need to be up front with your people. It encourages leaders not to sugar coat an issue or hope it will go away or remain in denial but give an honest assessment so that people can prayerfully respond. David may change the pastoral prayer to include prayers for this church and its financial situation. David is sensitive to this and believes the more open we can be, the better off we will be. He plans on incorporating this concern in the services.

Roland R. suggested three points that perhaps we need to focus on. 1) Attendance – how to increase attendance to increase giving; 2) In a past meeting David talked about 5 categories of members and which were likely to give. It may be good to revisit that to get more information; 3) New Member commitments – reinforcing the responsibility of membership.

Peter added that we really need to understand the data. People are upset that we have lost an aging population but what do we know about current and new member giving? How many new members do we need to make up for members that we no longer have?

Nancy stated that the pledges equaled \$532,000 and the budget is \$936,000. Pledging is up 5%.

Deede suggested that we have a Stewardship Summit.

Another suggestion was focus on how to reach the people who are not giving. How do we reach the people who stop coming?

Roland R. suggested revisiting the idea of showing the expenses and income in the bulletin.

It will be important to show the information in different ways but make it simple so that people understand where we are. Not everyone can grasp a graph easily.

Kelly recommended sending pledge statements more frequently. Deede suggested sending statements in August.

Mark asked if anyone comes up with ideas to mail them to Nancy.

**Motion** (brought forward by Finance; 2nd by Roland Roth)  
Finance brought forward the recommendations to be accepted by Council.

**Recommendations from Finance Team:**

A. Communicate to Church membership about extent of problem and planned solutions

1. Information in weekly bulletin – Finance to appoint (Secretary/Treasurer)
2. Ask pastor's to incorporate in church services – Pastor's
3. Provide information in Parish Notes – Finance to review
4. Have team leaders share the problem with team members – Team Leaders

B. Take Multiple Faceted Approach to Increase Income

1. Plan a special fund raising campaign to relieve the budget problem – Finance
2. Include stair-step or pyramid diagram of church giving levels – Finance
3. BIA effort to increase stewardship – BIA
4. Increase attendance – ALL

C. Take steps to reduce spending

1. Announce need to reduce spending between now and end of the year – Finance

2. Ask each team to show how much they can cut from their budget to just get by to the end of the year and report revised budget by July 30 (Please email your reductions to Deede) – Team Leader's

3. Ask teams to show specific items lost due to budget cuts so this can be communicated to the church – Team Leader's

3a) Communicate budget cuts (specific items to be cut) to the congregation, due to income shortfall (TBD)

D. Develop a task force to really understand the income trend analysis from the past 8 years and to serve as a guide in future budget development – Finance

It seems that almost every year we find ourselves in a financial situation similar to this year's. The Finance Team takes very seriously our responsibility for providing the financial resources to support the ministries and programs of NUMC. However, we also feel that in order to change the pattern of shortfall that we address almost annually, Newark UMC as a church must consider the reasons/causes we find ourselves falling short on income projections, and then address these problems through each of our team areas and improve the stewardship of this church community. We ask the Church Council to work with us to come up with a plan by involving each team and each member so that we (all of our members and constituents) can truly feel that we each have a part in keeping our church home and ministries running efficiently.

**Decision:**

The recommendations brought forward by Finance were unanimously accepted.

Deede shared information about the copier. We were at the end of our lease with our current copier. We chose a color copier. We actually save \$300 a month over what it would cost for black and white. We will use the color copying capabilities very carefully. It also will save us money in cases where we would have to send jobs out for color copying.

Committees will be charged more for color copies.

**Worship – Roland Sharp –**

The Worship team is currently working on the Fall schedule.

Our next meeting will be 8/12.

**Communication** – Bill Clark –

Bill spoke to the new owner of the radio station (1260). The next step is for Verizon to run a line from the station to the transmitting tower. Bill will be following up with him on progress.

**Lay Leadership** – Kathy Werrell –

Mark calendars for August 26, 12–4pm for the Lay Leadership Enrichment & Training.

During July, the Lay Leadership will be contacting those team members who are in the class of 2007 of their respective team and would be eligible to renew their term of service if desired. They will be asked if they would like to renew or if this some other service area in which they would like to become involved. (CLL and SPRC members are restricted to just one term of 3 consecutive years on those committees.)

Kathy brought forward two motions for consideration at the next council meeting.

- The CLL recommends moving our terms of service on the various teams such that they begin in June, rather than January, of each year. This is a model used in many churches, facilitating a transfer of leadership at a more convenient time, considering that most program years begin in September. By having leadership transition occur in June, that gives each team the summer months to prepare for the new program year – particularly relevant for Education Teams, but also for Worship and others. This would mean that our Annual Church Conference would also shift to the spring. (During the transition year, proposed as 2008, the current class would be asked to serve an additional 6 months.)

- We are also trying to move toward a model where the CLL encourages and facilitates collaborative activities/programs between the teams. Two alternatives have been modeled in the past:

- o One would be to have two bodies, both of which would be composed of the team leaders, with one (Administrative Board) being the body that hears all proposals that need administrative approval, and the other (Church Council) being the body where program information is exchanged and points for collaboration are identified and facilitated.

o The other – probably preferable because it would mean only one meeting/month outside of the team’s respective meeting – would be to state that once per quarter (e.g., Council meetings in January, April, July, and October) will be devoted to facilitating collaboration between the teams, who would come to Council prepared to share their planned events for the next 6 months, seeking ideas for improvement and collaboration. It is expected that these quarterly meetings will become exciting brainstorming sessions. At those meetings, there will NOT be any Administrative motions brought to the floor.

**BIA** – Brian Everett –

BIA decided to go with an outside company to assist with the Stewardship Campaign.

We will work to incorporate the theme of Radiating God’s Love.

Brian asked if we could do anything to get more visibility; any more signage or cutting back trees.

Peter indicated that we are within code for signage.

**SPRC** – Kelly Stoneman –

We completed the Pastor’s evaluations in one night.

Jerry provided feedback to finance regarding budget reduction.

SPRC presented Mary Haggard with the Methodist Hymnal.

July 1 there will be flowers in Mary’s honor to recognize her as the Rev. Mary Haggard.

**Witness** – Grace Gosnay –

Newark Nite was a success. We reached people. Mary Haggard was a great help. We distributed 600 freeze pops. We had the SonSpirit band perform.

Witness is down to 3 members.

**Congregational Care** – Ruth Oatman –

We had a quarterly meeting.

Carol Thompson is heading TLC and Hospital Ministry. These two ministries work together really well.

We commissioned 2 Stephen Ministers.

**Music** – Betsy Kent –  
Music Factory is August 12.

**Christian Education** – Roland Roth –  
VBS is not just for children. We have an adult class as well.

There will be a number of Adult opportunities in the Fall.

We continue to struggle to find teachers for Sunday School.

**Closing Prayer** – Ruth Oatman:

Special Note: Michael Chorba will be stepping down as co-chair of Church Council. He will be moving to Charlotte, NC to take a different position with his current employer. We all appreciate everything that Michael has done over the years. He has made so many contributions to Newark United Methodist Church, leveraging all of his spiritual gifts. We thank him for his leadership on Church Council as well as the leadership he has provided in so many other capacities over the years.

We are going to miss you, Michael. You have touched many lives here and our prayers and good wishes go with you. We know you will continue to be a special gift to a blessed congregation somewhere in North Carolina. We are sure you will Radiate God's Love wherever you go! Shalom!

Committee Representation at Church Council Meetings: Please be sure to send a representative in the event that Committee Chairpersons cannot attend.

Next Meeting: The next meeting is Monday, August 27, 2007 at 7:00 p.m.

Respectfully Submitted,

Michelle Koch

NUMC Council Secretary