

**ST. LUKE'S UNITED METHODIST CHURCH  
CHURCH COUNCIL MEETING MINUTES  
November 13, 2007**

OUR VISION STATEMENT

*“Christian disciples called to transform our community and world through God’s love.”*

OUR MISSION STATEMENT

*“We, the members of St. Luke’s United Methodist Church, are an inclusive, Christ-centered community of faith seeking through worship, prayer, service, education and fellowship to respond creatively to God’s call to welcome, love, and care for others.”*

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**CALL TO ORDER**

The meeting was called to order at 7:30 p.m. by Council Chair, Ron Dorenbush. There were 27 members present.

**DEVOTION**

Rich Zeimet shared a devotion from “*My Utmost for His Highest*” by Oswald Chambers entitled “*Missionary Weapon.*” We don’t usually think about ourselves as being missionaries but in our every day lives we fight the battle for God. To do this we need the proper tools or weapons. Regular worship and daily quiet time with God gives us the weapons necessary to be ready for the battle. Rich closed with prayer.

**APPROVAL OF MINUTES**

The minutes for **October 9, 2007** were **approved** as submitted.

**OLD BUSINESS / FOLLOW-UP**

1. There was no old business.

**ITEMS REQUIRING DISCUSSION FOR ACTION / APPROVAL**

1. **From the Nurture Ministry:**
  - a) **SL8 Fellowship Groups** to resume in January. Sign-ups will be in November and December.
  - b) **Red Cross Blood Mobiles** to be held in St. Luke’s Fellowship Hall on February 5, and August (date TBA) 2008. Sign-ups to begin 3 weeks prior.

**Above items did not require approval since they are not fundraisers but were received as information. Pastor Doug provided Operating Policy information regarding fundraiser approval. See New Business on page 7.**

**APPROVED: January 8, 2008**

## REPORTS / ITEMS FOR INFORMATION

### Nurture Ministry (Mary Ellis and Donna Dorenbush)

1. **Advent Programs:**
  - a) **Tabb High School Girls Ensemble Concert and Dessert Reception** – Sunday, Dec. 2. Concert will begin at 7:00 p.m. in the sanctuary. Reception will follow in the Fellowship Hall. This is a new pairing of events for 2007, and we look forward to welcoming the Tabb Girls and their families at the reception. We hope our congregation will reach out to the larger community and invite friends and neighbors for wonderful holiday music and good fellowship! Coordinators: Donna Dorenbush and Mary Ellis.
  - b) **Advent Dinner and Children's Concert** – Sunday, December 16. Dinner will begin at 5:00 p.m. and the concert will begin at 6:30 p.m. More info to follow. Coordinators: Carol Comstock and Wanda Sills. This is another new pairing of events for 2007 and we hope for a good turnout from our congregation for the traditional Advent Dinner (a little later this year!), and that everyone will stay to hear our children sing!
2. **Additional Reports:**
  - a) **Mitten Tree** – We are collecting mittens, gloves, hats, and scarves for donation to PORT shelter. The items may be left in the basket in the narthex. We will use them to decorate the tree in the Fellowship Hall, and then they will be taken to PORT.
  - b) **College Care Packages** – Available for adoption. Table in narthex on November 11 and possibly on November 18. There are approximately 65 college students this year that will be reminded by these packages that their church family is thinking of them as they near the end of the semester.
  - c) **Fellowship Minute** – Beth Mahood and Cathy Garrison are coordinating. Work toward resolving some ongoing challenges with this ministry has been done with no avail. Due to the lack of volunteers the committee recommended discontinuing this ministry beginning this Sunday and consider starting again in the spring of next year. Most agreed that sometimes you have to let a ministry die in order to resurrect it.

### Outreach Ministry (Karen Berardini and Pat Murphy)

1. I have submitted an **Igniting Ministry grant proposal** for the 2008 Lent season television advertising.
2. A **brief meeting for all Drive-Thru Nativity volunteers** will be held on Sunday, November 18 at 10:45 a.m. Actors will sign up for specific parts and detailed information will be given out to all participants. A practice set-up and costume try-on session will be held Saturday, December 1 at 1:00 p.m. The event is December 7 and 8 from 5:30-7:30 p.m. An insert, which can be used as an invitation, will be included in the bulletin one week prior to the event.
3. Many **Singles Ministry surveys** have been returned.
4. The **next Outreach Ministry meeting** will be Monday, December 3 at 4:00 p.m.

### Board of Trustees (Tom Sayre)

1. **Sanctuary Floodlights** – We now have the flood light bulbs. Hopefully, we will get them installed in the near future.
2. **Classroom Temperature** – We contracted with Peninsula Heating to have sensors installed in eight classrooms. Cost: \$1,265.00
3. **Mulching the Flower Beds** – We are in the process of mulching most of the beds for the Holidays.
4. **Church Gutter Drainage** – We plan to replace plastic gutter drains with splash blocks. They will cost us \$10 each.
5. **Flat Roof** – We signed a contract with PHA to extend the flat roof air conditioner ducts closer to the building. Cost: \$400.00.
6. **Narthex Roof** – The roof was repaired and we didn't see any signs of leakage after the heavy rain last month.
7. **Carpet Cleaning** – We had the carpets and pew seats cleaned the week before last. The cleaner did an excellent job in the sanctuary, narthex and pew seats. However, the hallway carpets need additional work. We withheld payment until the job is satisfactorily completed. It's scheduled for November 14.
8. **New Board Members** – We are actively recruiting board members for next year.

### Building Ministry (Blair Ellis)

1. Reference our October report, on 1 October the Building Committee met and a **WEBEX was conducted with Myler** to discuss the latest design drawings.
2. The **WEBEX discussion highlighted some areas** that need to be worked regarding the current design drawings. During the month of October a list of questions were sent to Myler. Myler reviewed our questions and responded to those questions.
3. Additionally members of the **St. Luke's staff revised some of the rooms and drawings** in order to improve upon our earlier submission based on concerns highlighted during the WEBEX discussion.
4. At this time, we are **awaiting the revised drawings from Myler** and once received and reviewed, the Building Committee will set up a meeting with the Church Council in order to review the current status of our planning in detail and to discuss the "road ahead."

### United Methodist Men (UMM) (William Sutton)

#### *Local Church:*

1. **November 18 will be the next fellowship breakfast** for the UMMen of St. Luke's. We invite all men of the church to come and be a part of this time together. If you regularly attend, please plan on encouraging someone else to attend with you.
2. Our focus in 2008 will be "**Men in Ministry**" with an emphasis on spiritual growth, building relationships, making disciples, and mission support.
3. **There is always a need and always a way you can serve others.** Come be a part of these fine men of St. Luke's.

#### *Peninsula District:*

1. The **District General Meeting** for the UMMen was held on October 22 at St. Luke's UMC. This meeting was well attended by 70 men from churches on the District. The guest Speaker was Reverend John Legualt and his message was greatly received. All General Meetings are open to all men and pastors of all the UM churches. The next General Meeting will be January 28, 2008 at First UMC, Hampton, all men should plan to attend.

2. The weekend of November 2–4 was the **30<sup>th</sup> Annual Spiritual Retreat for the UMMen**. This annual event was held at Blackstone and was a great moving experience for all those that attended. Over 400 men spent the weekend in uplifting messages from various speakers, spiritual reflection and discussions, golf and horseshoe tournaments to raise funds for Heart Haven and Camp Rainbow, and great fellowship of new and old friends. I know I already look forward to attending next year and hope many others will attend with me.

### **United Methodist Women** (UMW) (Chris Cianelli)

#### ***Local Church:***

1. **Representatives for the Welcome Desk** on November 19 will be the LIFT Circle before all church services
2. **Fourth Quarter UMW Unit meeting** was Sunday morning, November 11 – Program was World Thank Offering
3. St. Luke's UMW unit gave out 5 **Special Mission Recognition Pins** at the 8:30 a.m and 11:00 a.m. service. Recipients were Jim and Judi Morgan, Blair and Mary Ellis and Sally Pappas.
4. The **book club** will not meet in December
5. UMW had a very **successful fundraiser** on October 28. All 75 dozen buckeyes were sold before the 11:00 worship service. Thanks were expressed to the congregation for their remarkable generosity and support.

#### ***Peninsula District:***

1. **Peninsula District Annual Training Day** will be December 1<sup>st</sup> at Trinity UMC, Poquoson. All new and returning officers, circles leaders and mission coordinators are encouraged to attend.

### **Finance Ministry** (Sam Motley)

1. The **Finance Committee met on November 13, 2007**. The committee discussed various church financial related matters. Highlights included:
  - a) The primary topic of discussion was the **annual audit report** for the year ended December 31, 2006. Jim Morrison, Audit Committee Chair, presented the results of the audit including a written report, which will be submitted with the Charge Conference package. The overall conclusion is that the financial records are in excellent shape. The Audit Committee did present several suggestions for improvement to internal controls, which will be evaluated based on considerations for the cost-benefit and risk-reward if suggestions were to be implemented.
  - b) **Chuck Harris, treasurer, provided financial reports**, including monthly financial statements.
  - c) It was also noted that Sunday **November 18, 2007, is Commitment Sunday** and we need to make sure we not only accumulate the financial commitments, but make sure the proper persons get other information related to commitments to prayers, presence, and service.

### **Treasurer** (Chuck Harris)

1. The **October Financial Report** was provided for information.

**Youth Council** (Katelyn Cianelli and Justin Torres)

1. The **Middle School Lock-in** on Friday, November 9 went well and was very energetic.
2. The **High Schoolers** went bowling this past Sunday and had a great time.
3. There is an **ASP meeting** on Sunday, November 18 at 4:01 p.m.

**Worship Ministry** (Kenna Rusk and Brenda Ramsey)

1. **Christ the King Sunday and Thanksgiving** will be celebrated on November 25, 2007.
2. Worship has begun planning for the **Advent Season**. The first Sunday of Advent will be December 2.

**Service Ministry** (Joe Posey and Joe Vallow)

1. The **Service Committee met on November 6 2007** to conduct routine business.
2. Margie Smith reported that **donations for the UMCOR Medicine Box** were \$468 as of the end of October. One box costs \$425, so she is hoping that enough will be collected by 18 Nov to pay for two boxes.
3. **ASP under the leadership of Keith Bird is off and running for the 2008 season**. The first Saturday morning work/training was November 3 and these will continue most Saturdays until June.
4. Much **hurricane recovery** work remains to be done on the Mississippi Gulf Coast, but Trinity United Methodist in Gulfport is closing its volunteer center in December. St. Luke's will be there during their last week of operation, November 27 – December 5. Ron Dorenbush hopes to lead another team to work in Pascagoula starting December 27. The Pascagoula center plans to remain open for several more years.
5. **Refugee resettlement** efforts are going well. Pete Prindle and Elton Smith are now on the board of the local Refugee and Immigration Services. They report about 80 new arrivals. Suzi Smith is employed at RIS and is asking for donations of clothing and household items for the refugees. The Service Ministry will support a Christmas party for the refugees from its Refugee Resettlement budget line item.
6. William Sutton reported that St. Luke's will again support the **PORT homeless shelter program** this season. We will have four nights to cover. The first is the day after Thanksgiving.
7. Kathryn Budzik is publicizing **Operation Christmas Child**. Shoeboxes filled with items for needy children may be brought to the church through November 18.
8. The Service Ministry Area recommends that St. Luke's sign up for the "**Green Church Initiative Covenant of the Virginia Conference of the United Methodist Church**." The commitment must be signed by the ministers, the church council chair, the trustees chair, and the missions chair (service area in our case). Joe Posey provided handouts and shared facts and figures he has learned since agreeing to head up this ministry for St. Luke's. Council members were asked to take this information home and review. **This will be presented for approval at the Charge Conference on December 10. See attachment.**

**Education Ministry** (Theresa Butler and Betty Jane Turner)

1. Both **co-teachers and substitute teachers are still needed** for several Sunday School classes.
2. **Mentors for Confirmation** will be needed in January. Mentors will be paired with a confirmand and meet with them once to share their faith until the students are confirmed.
3. An **Advent Workshop** will be held December 2 during the Sunday School hour.

4. A **Night in Bethlehem**, which is similar to this summer's VBS program with children traveling to different stations, will be held on Saturday, December 22 and again on the following Sunday morning for anyone who missed it. This event replaces the Breakfast with the Animals done in previous years.
5. The **Hallelujah Harvest** is this Saturday. We need additional youth to volunteer to help as the younger children respond so well to our youth helpers.

**Associate Pastor** (Clara Gestwick)

1. Pastor Clara added to the Education Ministry report that the **"Introduction to the New Testament" Bible study** begins on November 28. Classes will be held on Wednesdays at 10:00 a.m. and 6:15 p.m.
2. Pastor Clara **gave and update on mother and thanked members** for their continued love and support.

**Senior Pastor** (Doug Gestwick)

1. Pastor Doug **lifted up several members of the congregation** that are either recovering from recent surgeries and will under go surgery and asked that we keep them in our prayers.
2. **Commitment Sunday** is this Sunday, November 18. Pastor Doug thanked Tom Lyon for his work on the Stewardship Program.
3. The church is sponsoring field intern, Martha Davis and she will be doing some pastoral care and working in other areas.
4. The **Charge Conference** is Monday, December 10 at 7:00 p.m. As previously determined there will be no regular Church Council meeting for December.
5. **Christmas Eve services** will be at 5:00, 7:00, 9:00 and 11:00 p.m. Communion will be celebrated at all services. The youth will assist with communion at the 5:00 p.m. service.
6. The Good Samaritan Fund was recently depleted and following an announcement in worship about the need for funds donations were received totaling \$1000. Pastor Doug reminded us that the winter months are the most demanding for this ministry.
7. The **search for a Youth Director** brought in 34 applications. Our wonderful interviewing team, which consists of three Middle School youth and two High School youth, has narrowed the search to two possible candidates. Pastor Doug noted that both candidates would be very good in this position. The next phase of the interviewing process is for these candidates to meet with the Staff Parish Relations committee and to attend a worship service as a "mystery shopper" to determine what it feels like to be a first time visitor at St. Luke's. It is anticipated that the selection process will be complete prior to the January deadline.
8. The **Confirmation Retreat** was a wonderful experience for all who attended. Pastor Doug expressed his pride in which these young people represented themselves, their families and their church. Thanks were expressed to the nine adults who attended and to Ron Miller who drove with a bus full of chattering teens.
9. Pastor Doug was approached with the fact that as a church we **neglected to recognize Veteran's Day** during worship on Sunday, November 11. Pastor Doug apologized and assumed responsibility for this oversight.

10. Pastor Doug **expressed thanks to Chuck Harris and Ron Dorenbush** who will not be returning to the Church Council in 2008. Chuck Harris will step down as our meticulously dedicated church Treasurer to attend to family matters. Ron Dorenbush will move from his position as Church Council Chairman to the Service Ministry, which will benefit greatly from his knowledge and talent. Both men received a standing ovation from those present.

## **NEW BUSINESS**

1. **There will be no regularly scheduled Church Council meeting in December. The Charge Conference will be at 7:00 p.m. on Monday, December 10 and any Church Council items requiring discussion or approval will be addressed at this meeting.**
2. Administrative Coordinator, Joyce Wilson **needs reports for the Charge Conference ASAP.** Required documents are available by hard copy or e-mail.
3. Due to a recent church fundraiser conflict Pastor Doug provided copies from the Operating Policy that covers **fundraiser approval.** It was stressed that events that solicit the donation of funds or items is considered a fundraiser and must have prior approval of the Church Council. This eliminates the conflict of having events similar in nature fundraising on the same day and setting up for events in the same location. As a general rule plan ahead and bring event plans to the Council where they can be approved and recorded in the minutes. It was reiterated by several members that the merge of the Administrative Board with Church Council has eliminated the ability to coordinate events in advance particularly reoccurring events. Pastor Doug suggested that a Planning Retreat consisting of all ministry leaders be planned for early January 2008 to look at the entire upcoming year, plug in those events that are reoccurring, consolidate events from various ministries that ultimately have the same purpose and to give ministry leaders the opportunity to introduce new ideas. He will approach the new Church Council Chairman about scheduling a Planning Retreat.
4. Ron Dorenbush received information regarding the **90<sup>th</sup> birthday of Vicki King**, a once active member who is currently in a nursing home. It has been asked of our congregation to send 90 birthday cards to Vicki by her birthday on December 17. Mailing information will be posted to the church website.

## **ADJOURNMENT**

1. Praises and Concerns
2. Closing Prayer (Pastor Clara or Doug Gestwick)

*Submitted by Debbie Fullhart, Church Council Secretary*