

Church Council
Minutes – September 18, 2022

Administrator:
Ryon Miro

Attendees:

Elizabeth Chamblee	Larry Griner
Dan Christmus	Gil Johnson
Heather Cook	Jane Scott
Jane DeCristofaro	Nicole Shaffner
Karen Evans	Jennifer Wargle

Absent:

Weston Cheatham
Tammie Sloop

Ryon opened with prayer.

Minutes from July 31st were reviewed for the record.

Reports from the following ministry areas:

Specialized Ministries – Attachment from Tammie

1. Prayer Team is working on prayer features for the fall.
 - a. will soon be sending devotionals to the congregation to help guide their prayer life and study of the word.
 - b. the prayer walk planned for next Sunday is for the entire congregation and an event that will be meaningful for all. Asked for support from council as part of our leadership role. Melissa Sansolo and the team have a really fine program planned for all to be blessed.
2. Consecration Sunday is planned to be used for Stewardship again this year. Will soon be hearing more about that. The 20th of November is the day of consecration – please put this on your calendar now.
3. Hopefully there will be some new programs starting in 2023.

Outreach & Witness – Heather Cook (see attachment for more information)

1. Meeting monthly
2. Backpack Ministry – took 50 bags to Sandlapper Elementary. Next pack date is 10.02. Need more milk and breakfasts
3. Prayer Shawl Ministry – Held a group making time and are continuing to make hats and blankets. Gail said that bigger hats would be appreciated and more blankets. Discussed adding Melissa's crochet hearts to the tags.
4. MOPS / Nursery update – First meeting was small but looking for it to grow. May advertise at Ft. Jackson. Asked for prayers and invited those interested to attend the 1st and 3rd Tuesday of the month from 9:30 – 11:30.

Outreach & Witness (continued)

5. Children's Bags Update – Jane DeCristafaro made new bags and they've been restocked – big hit with children!
6. No news yet on Angel Tree Names – should get them in October
7. Blessing Box – Melissa reported that a sorority called Torch Bearer has adopted our box as a service project and will help donate items. Canned goods and proteins are greatest need right now.
8. Welcome bags for visitors – we have agreed on a bag and will move forward with purchasing them and filling them with a personalized NEUMC stress ball (or dove), business card holder and a church pen.

Worship – Nikki Shaffner

Nothing new to report.

Lay Leaders – Jen Wargle

Nothing to report

Youth – Weston Cheatham

1. He is handling youth tonight

Finance – Larry Griner (reports attached)

1. Cash flow is still negative.
2. Needed to transfer cash from the money market to the operating account in order to meet expenses.

Dan stated that giving is more than pledged.

He and Jen are going to talk to the youth group to see if they will pay ¼ of the youth director's salary.

SPRC – Jane Scott submitted report (attached)

1. We have a Youth Director, Megan Landers. She started work at NEUMC on 09.06.2022 and has met with the youth group once since then. She is assisting with the youth Sunday School class. She is hosting a meeting to get insights on how our pumpkin patch is set up and what we have done in the past. She's anxious to get the patch up and running.
2. At 09.11.2022 regular SPRC meeting, salary recommendations for 2023 were discussed. The conference has provided required salary schedule for our pastor and it does include a raise. Finance has been notified to expect this. Recommendations for the entire staff will be to Finance this week.
3. Pastor Antionette is in the process of holding listening sessions with our congregants to hear our hopes and dreams. Please sign up for one of these if you haven't already.

Trustees – Gil Johnson (report attached)

1. A/C still a problem in the Youth area. Unit in the ceiling is leaking freon – we're looking for a replacement switch

NOTE: A total of \$27,000 has been donated in 11 months to replace two AC units and repair several others. Some of this was anonymous, some not, but none of it was ASKED for – a need was stated and the people responded!

Trustees (continued)

2. Alarm system has been repaired (at no cost to the church). When the alarm goes off, the church is called, then Gil, then Dale. They will keep calling until someone is reached. If you don't know how to set / disarm the alarm, please ask Gil in advance. This will prevent someone having to come to the church to make sure no one has broken in to the church.
3. There are thermostats in every building – they are on full lock mode which means that you cannot change the temperature. If you need to use a room, let Gil know and he will arrange to have the temperature at a comfortable level until your meeting is over.
4. Nursery move has been completed. Plan is to repaint the nursery and decorate the walls in the near future.
5. Information on BSA / UMC Relationship – details are in the attachment
6. American Rescue Plan Act Fund Grant – we applied for this grant to replace all four of the HVAC units in the Education Building.

Report from the Pastor – Pastor Antoinette (see attachment)

First 90 days goals

1. Discovery & Discernment
2. One-on-ones with church leadership
3. Small home gatherings with church membership

Recent Visitors

- 9/11, Felix – called left VM

34 Pastoral needs and follow Ups 8/2 – 9/14/2022 (Calls, cards, hospital visitation, home visits)

Flowers & Plants:

- John Lockard – Send plant to hospital
- Joyce Sawyer – Gave flowers when visiting her at Lexington Medical

Monthly Birthday Cards

- September

Pumpkin Patch

- Cardinal Newman – 6 students

Created

- Communion Guide
- Guide for Nominations and Leadership Committee

Updated

- Tightened up the logo

Nominations and Leadership Committee

- Meetings 9/8 and 9/

FORMATION

Duke University Cohort for Pastors regarding Positive Mental Health and Strength for Ministry


- Lake Junaluska, NC, Aug 26-28, 2022 o 4Ds - Do, Delegate, Delay, Discard
- Final - Hilton Myrtle Beach, SC, Feb 3-5, 2023

Luther Seminary, St Paul, MN Relevance to Resonance (Two cohorts w/ 12 pastors - \$10,000 stipend to design and implement an initiative in your congregation)

- October 5-7, 2022, Chicago IL
- February 7-9, 2023, Scottsdale AZ
- Group B Meeting 4 October 2024 Chicago IL

OTHER BUSINESS

1. Embezzlement – Conference wants to come on the 29th of September to record statements on *the record* in order to help with Best Practices talk. We voted “NO” to cameras.
2. BSA still have Facilities Use Agreement but they will need to find another sponsor/charter.
3. Safe Sanctuary – Ryon provided handout (attached) – we voted to keep policy as is.



The prayer team is working on prayer features for the fall. We will soon be sending devotionals to the congregation to help guide their prayer life and study of the Word. The prayer walk planned for next Sunday is for the entire congregation and an event that will be meaningful for all. Please support this as part of your leadership role. Melissa Sansolo and the team have a really fine program planned for all to be blessed.

Consecration Sunday is the plan we will use for stewardship again this year. You will soon be hearing more about that. The 20th of November is the day of consecration, please put this on your calendar now.

There will be some new programs starting in 2023, I hope.

Tammie

I'll be there for the meeting, but here's a preview to my report for Outreach and Witness.

- We decided to change the next meeting to 10/4 at 7:00 PM so that we could meet before Sunday Fun Day so please update your calendar! All are welcome to attend and participate in events. Let me know if you'd like to be added to my distribution list.
- Backpack Program update-The picture in today's NEUMC News and More email was only about half of what we brought to Sandler that day for the Backpack Program. The School Social Worker was so thankful and said the families will really appreciate these! She has already identified several families to receive these. Thank you to everyone who sent items in and thank you to all the loving hands that helped fill the bags so quickly on Sunday! What a great start to this ministry! We did notice that we could have had more of the individual milks and breakfast items, but we had a great variety of items and had a few boxes leftover for October. Please continue to bring items and we'll plan on packing Sunday, October 2 after church again.
- Prayer Shawl update-we had a group making time and are continuing to make hats and blankets. Gail said that bigger hats would be appreciated and more blankets. We also discussed adding Melissa's crochet hearts to the tags.
- MOPS update/nursery update-the first MOPS meeting was small, but it will grow. Please continue to pray for this ministry and if you are available the 1st and 3rd Tuesday of the month from 9:30-11:30 you are welcome to join me in supporting this ministry either in the nursery with sweet children or as a Mentor Mom if you don't have any preschoolers. Also, spread the word! It was suggested to advertise it at Ft. Jackson as well. This is such an important ministry for young Moms in our community.
- Childrens bags update-Thank you to Jane D for handmaking new bags for the church service kids. They've also been restocked and I can tell you first hand from sitting with my nieces that they are a big hit!
- No news yet on Angel Tree Names-I should get family names in October and then we can start contacting families.
- Blessing Box-Melissa reported that a sorority called Torch Bearer that she is involved with has adopted our Blessing Box as a service project and will help donate items. She said that canned goods and proteins are greatest need right now.
- Welcome bags for visitors-we agreed on a bag and will move forward with purchasing them and filling them with a personalized NEUMC stress ball (or dove), business card holder, and church pen.

Northeast UMC 2022
Balance Sheet
As of August 31, 2022

	Aug 31, 22
ASSETS	
Current Assets	
Checking/Savings	
100000 - Cash	
100010 - 1st Community Operating Account	5,036.56
100020 - 1st Community Money Market Acct	61,013.89
Total 100000 - Cash	66,050.45
100030 - NEUMC Youth Account	26,456.75
Total Checking/Savings	92,517.61
Other Current Assets	
105000 - Restitution Receivable	166,030.30
106500 - Allowance for Doubtful Collectio	-166,030.30
Total Other Current Assets	0.00
Total Current Assets	92,517.61
Fixed Assets	
110000 - Fixed Assets	
111000 - Land	432,000.00
112000 - Buildings	1,833,000.64
113000 - Furnishings	53,755.00
116000 - Accumulated Depreciation	-1,905,755.64
Total 110000 - Fixed Assets	432,000.00
Total Fixed Assets	432,000.00
TOTAL ASSETS	524,517.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	
203161 - Capital Fund	40.00
203162 - Special Projects Fund	380.00
203163 - Benevolent Fund	250.00
203164 - Office Discretion Fund	11,825.87
203165 - Local Missions	12.00
203166 - United Methodist Plan	477.00
Total 20000 - Accounts Payable	12,955.87
Total Accounts Payable	12,955.87
Total Current Liabilities	12,955.87
Long Term Liabilities	
250000 - 1st Community Mrtg. Principal	394,732.94
Total Long Term Liabilities	394,732.94
Total Liabilities	407,748.61
Equity	
500000 - Opening Balance Equity	116,397.37
Net Income	391.43
Total Equity	116,798.80
TOTAL LIABILITIES & EQUITY	524,517.61

Northeast UMC 2022
Statement of Income & Expense
August 2022

	TOTAL
Ordinary Income/Expense	
Income	
400000 - Income	
400010 - Non-Pledged Tithes and Offering	21,052.08
400020 - Loose Cash	178.00
400030 - Interest and Dividends	7.50
400080 - Other Income	100.00
400090 - Restitution Payments Recvd.	730.00
Total 400000 - Income	22,057.58
Total Income	22,057.58
Expense	
500000 - Conference Payments	
500010 - Apportionments	2,134.00
Total 500000 - Conference Payments	2,134.00
501000 - Payroll	
501100 - Pastor	8,306.36
501200 - Staff Payroll	7,201.21
501300 - Benefits	2,856.22
Total 501000 - Payroll	16,227.79
502000 - Programs	
502100 - Nuture	83.16
Total 502000 - Programs	83.16
503000 - Operating Costs	
503100 - Administration	
503140 - Accountable Reimbursement	788.20
503150 - Information System Fees and Exp	528.50
503180 - Subscriptions for non-programs	215.98
Total 503100 - Administration	1,331.36
503200 - Office Expenses	1,023.15
503300 - Facilities Expenses	
503310 - Utilities	1,832.71
503320 - Bldg. Repairs and Maint.	4,586.00
503330 - Cleaning	1,250.00
503340 - Landscape and Grounds	700.00
503350 - Insurance	2,113.90
503360 - Bldg. and Property Security	71.60
Total 503300 - Facilities Expenses	1,262.11
Total 503000 - Operating Costs	3,621.02
504000 - Mortgage Interest Expense	1,531.09
Total Expense	23,618.48
Net Ordinary Income	-1,560.82
Net Income	-1,560.82

Northeast UMC 2022
Statement of Cash Flows
August 2022

	Aug 22
OPERATING ACTIVITIES	
Net Income	-1,560.82
Adjustments to reconcile Net Income to net cash provided by operations:	
106080 - Restitution Receivable	730.00
105300 - Allowance for Doubtful Collection	-730.00
203151 - Capital Fund	-40.00
203152 - Special Projects Fund	350.00
203153 - Benevolent Fund	250.00
203154 - Office Discretion Fund	11,826.87
203155 - Local Missions	12.00
203156 - United Methodist Men	477.00
Net cash provided by Operating Activities	11,405.05
FINANCING ACTIVITIES	
260300 - Yet Community Mktg. Principal	-4,210.38
315100 - Capital Fund	-40.00
315200 - Special Projects Fund	-350.00
315400 - Office Discretion Fund	-11,583.48
315500 - Local Missions	-1,145.00
315800 - UMC Missions	-1,360.00
315300 - United Methodist Men Fund	-477.00
Net cash provided by Financing Activities	-19,105.86
Net cash increase for period	-7,700.81
Cash at beginning of period	100,221.49
Cash at end of period	92,520.68

**Northeast UMC 2022
Account QuickReport
All Transactions**

Cash Basis

Type	Code	Run	Name	Paid Amount	Balance
10000 - Cash					
100(20) - 1st Community Money Market Acc.					
Deposit Journal	01/11/2022	6	Opening Balance	27,867.50	27,867.50
Deposit	01/18/2022		Deposit	7.47	27,875.97
General Journal	02/08/2022	32	Transfer to Checking Account	-10,000.00	17,875.97
Deposit	03/08/2022		Deposit	0.20	17,881.17
Deposit	04/26/2022		Interest	6.41	17,887.58
General Journal	05/01/2022	04	Interest	6.52	17,894.10
General Journal	05/20/2022	07	Interest	8.63	17,902.73
General Journal	05/28/2022	07	Interest	8.62	17,911.35
General Journal	06/07/2022	84R	Interest income	0.02	17,911.37
General Journal	06/08/2022	84R	Reversal of GJE 64 - Interest Income	0.02	17,911.35
Check	06/08/2022	54	VOIC, Transfer from Operating Acc. Cont # 2130772780 G.C. ROGJE creates an 01/10/2022	0.00	17,911.35
General Journal	06/08/2022	54	For CHS Transfer voided on 08/10/2022	-10,000.00	7,911.35
General Journal	06/30/2022	64	Transfer to Cash Acc. Cont #2130772780	-10,000.00	-2,088.65
General Journal	07/01/2022	64R	Reversal of GJE 54 - For CHS Transfer voided on 08/10/2022	10,000.00	8,000.00
General Journal	07/01/2022	64	Transfer to Operating acc	0.73	8,000.73
General Journal	07/13/2022	72	Youth Funds Transferred from Bank	-1,000.00	7,000.73
General Journal	07/13/2022	88	Reversal of GJE 72	1,000.00	8,000.73
General Journal	07/13/2022	88	Transfer to Operating Acc.	7.26	8,008.00
General Journal	08/02/2022	84	Transfer to Youth Account	-26,462.74	-18,454.74
General Journal	08/02/2022	84	Reversal entry 80	26,462.74	8,000.00
General Journal	08/02/2022	84	Transfer to Low Balance Operating Acc.	-1,000.00	7,000.00
General Journal	08/02/2022	88	Transfer to Operating Acc. for Low Balance	-5,000.00	2,000.00
General Journal	08/02/2022	84	Transfer to Youth Account	-25,462.74	-23,462.74
Total 100(20) - 1st Community Money Market Acc.				81,013.05	81,013.05
Total 100(20) - Cash				81,013.05	81,013.05
TOTAL				81,013.05	81,013.05

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08/12/22

Cash Basis

Northeast UMC 2022 Profit & Loss Budget vs. Actual January through August 2022

	Jan 22	Budget	Feb 22	Budget	Mar 22	Budget
Ordinary Income/Expense						
Income						
400300 - Income						
400010 - Non-Pledged Tithes and Offering	24,203.22	19,167.00	22,397.49	19,167.00	21,867.85	19,137.00
400020 - Leave Cash	164.46		15.30		50.00	
400030 - Interest and Dividends	7.47		6.20		6.92	
400040 - Sale of Church Assets	0.00		0.00		0.00	
400080 - Other Income	0.00		0.00		-8.62	
400090 - Residualization Payments Recvd.	1,230.00		943.00		7,030.00	
Total 400300 - Income	25,605.15	19,167.00	23,453.69	19,167.00	29,962.35	19,137.00
Total Income	25,605.15	19,167.00	23,453.69	19,167.00	29,962.35	19,137.00
Expense						
500000 - Conference Payments						
500010 - Appointments	0.00		2,420.00		2,236.74	
500020 - Conference Benevolences	0.00		0.00		0.00	
500030 - Conference Payments - Other	0.00	1,900.00	0.00	1,900.00	0.00	1,900.00
Total 500030 - Conference Payments	0.00	1,900.00	2,420.00	1,900.00	2,236.74	1,900.00
501000 - Payroll						
501100 - Pastor						
501110 - Base Salary	3,267.04	5,000.00	3,267.04	5,000.00	4,850.58	5,000.00
501120 - Utilities Allowance	769.24		769.24		1,153.86	
501130 - Housing Allowance	1,440.76	1,500.00	1,440.76	1,500.00	2,131.14	1,500.00
501150 - Vision Insurance	14.16		14.16		14.10	
501160 - Dental Insurance	34.80		39.00		36.00	
501170 - Medical Reimbursement	125.00		125.00		125.00	
501180 - Pension (Pastor's Contribution)	125.00		125.00		125.00	
501190 - Health Insurance (Pastor's Cont	304.00		304.00		504.00	
501100 - Pastor - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 501100 - Pastor	6,094.22	6,500.00	6,094.22	6,500.00	8,853.72	6,500.00
501200 - Staff Payroll						
501210 - Choir/Musician	800.00	886.66	800.00	886.66	1,200.00	886.66
501220 - Substitute Musicians	0.00		200.00		0.00	
501230 - Nursery Staff	61.05	227.00	184.33	427.50	238.16	227.50
501240 - Office Manager	3,046.04	4,370.00	3,349.04	4,170.00	6,754.76	4,170.00
501250 - Youth Director	0.00	1,083.33	0.00	1,083.33	0.00	1,083.33
501260 - Discipleship Director	770.00		0.00		0.00	
Total 501200 - Staff Payroll	5,317.09	6,566.95	5,014.17	6,566.95	7,212.92	6,348.15

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09/12/22

Cash Basis

Northeast UMC 2022 **Profit & Loss Budget vs. Actual** January through August 2022

	Jan 22	Budget	Feb 22	Budget	Mar 22	Budget
501500 - Benefits						
501510 - Pension Direct Billed from Conf	400.00	850.00	880.00	800.00	980.00	850.00
501520 - Health Insurance Direct Billed	1,025.00	1,025.00	1,025.00	1,025.00	1,025.00	1,025.00
501540 - Employer Payroll Taxes	67.53	700.00	619.22	720.00	619.22	710.00
Total 501500 - Benefits	2,577.19	2,675.00	2,524.22	2,545.00	2,624.22	2,605.00
Total 501000 - Payroll	14,172.28	15,550.15	13,625.32	16,458.16	16,590.00	15,450.15
502000 - Programs						
502100 - Nurture						
502110 - Education						
502112 - Small Groups	0.00		55.44		-30.00	
502110 - Education - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 502110 - Education	0.00	0.00	55.44	0.00	-30.00	0.00
502120 - Worship						
502121 - Parameters, Banners, Decorations	0.00		0.00		0.00	
502122 - Communion Supplies	0.00		0.00		25.82	
502125 - Music and Supplies	0.00		0.00		0.00	
502126 - Copyright Licenses	0.00		0.00		416.00	
502127 - Audio/Visual Supplies	0.00		0.00		0.00	
502128 - Misc.	0.00		0.00		20.16	
502120 - Worship - Other	0.00	200.00	0.00	200.00	0.00	200.00
Total 502120 - Worship	0.00	200.00	0.00	200.00	464.97	200.00
502130 - Membership Care	0.00	17.50	0.00	17.50	0.00	17.50
Total 502100 - Nurture	0.00	217.50	55.44	217.50	464.97	217.50
502200 - Outreach						
502230 - Website and Social Media Costs	0.00		785.94		785.94	
502240 - Community Events	0.00		55.00		0.00	
502250 - Outreach - Other	0.00	225.00	0.00	225.00	0.00	225.00
Total 502200 - Outreach	0.00	225.00	840.94	225.00	785.94	225.00
Total 502000 - Programs	0.00	442.50	896.38	442.50	1250.91	442.50
503000 - Operating Costs						
503100 - Administration						
503120 - Finance and Stewardship Expense	0.00	0.00	0.00	0.00	0.00	0.00

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09/12/22

Cash Basis

Northeast UMC 2022

Profit & Loss Budget vs. Actual

January through August 2022

	Jan 22	Budget	Feb 22	Budget	Mar 22	Budget
503140 - Accountable Reimbursement						
503141 - Clergy Mileage and Travel Exp.	34.83	100.00	47.54	400.00	26.84	100.00
503142 - Clergy Continuing Education	-850.00	82.50	0.00	82.50	775.00	82.50
503143 - Clergy Annual Conference Expense	0.00	55.00	0.00	55.00	0.00	55.00
503144 - Staff Mileage and Travel	132.48		87.78		0.00	
Total 503140 - Accountable Reimbursement	-678.96	217.50	85.42	217.50	810.94	217.50
503150 - Information System Fees and Exp	488.00	115.00	1,384.35	145.00	175.00	145.00
503160 - Subscriptions for non-programs	43.19	20.00	27.00	60.00	39.84	20.00
503170 - Copyright and Intellectual Prop	0.00	75.00	0.00	75.00	0.00	75.00
Total 503100 - Administration	-137.25	487.50	1,476.77	467.50	1,045.77	467.50
503200 - Office Expenses						
503210 - Payroll Processing Fee	155.75	100.00	109.00	100.00	176.00	100.00
503220 - Equipment Leases	281.16	275.00	281.16	275.00	281.16	275.00
503230 - Printing and Copy Costs	109.77	100.00	69.44	100.00	97.50	100.00
503240 - Paper & Supplies	249.00	130.00	0.00	150.00	136.18	130.00
503250 - Postage & Shipping	119.43	20.00	19.43	20.00	185.43	20.00
503260 - Payment Processing Fees	0.00	75.00	0.00	75.00	0.00	75.00
503270 - Banking Fees	79.21		80.93		99.60	
Total 503200 - Office Expenses	984.41	725.00	962.46	720.00	997.90	720.00
503300 - Facilities Expenses						
503310 - Utilities	2,067.57	1,200.00	2,007.20	1,200.00	1,552.00	1,200.00
503320 - Bldg. Repairs and Maint.	0.00	300.00	0.00	300.00	1,012.80	300.00
503330 - Cleaning	1,368.07	1,000.00	1,000.00	1,000.00	5,000.00	1,000.00
503340 - Landscapes and Grounds	700.00	700.00	700.00	700.00	0.00	700.00
503350 - Insurance	2,113.50	0.00	0.00	1,900.00	0.00	0.00
503360 - Bldg and Property Security	50.00	45.00	53.67	45.00	53.67	45.00
Total 503300 - Facilities Expense	7,119.94	3,245.00	4,060.87	3,145.00	9,816.83	3,245.00
Total 503000 - Operating Costs	7,977.10	4,400.00	6,398.16	6,390.50	13,530.50	4,400.50
504000 - Mortgage Interest Expense	1,634.27	5,741.78	1,662.66	5,741.78	1,674.42	5,741.78
605000 - Reconciliation Discrepancies	0.00		0.00		0.00	
Total Expense	23,633.65	29,030.60	21,382.50	29,630.85	27,812.69	29,030.60
Net Ordinary Income	1,761.90	-3,863.83	-1,528.82	-10,763.33	1,330.86	-8,883.93
Net Income	1,761.90	-3,863.83	-1,528.82	-10,763.33	1,330.86	-8,883.93

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08/12/22

Cash Basis

Northeast UMC 2022 **Profit & Loss Budget vs. Actual** January through August 2022

	Apr 22	Budget	May 22	Budget	Jun 22	Budget
Ordinary Income/Expense						
Income						
400000 - Income						
400010 - Non-Pledged Tithes and Offering	19,167.00	19,167.00	27,439.08		17,378.19	18,167.00
400020 - Lease Cash	113.60		00.00		225.30	
400030 - Interest and Dividends	8.41		15.24		-0.84	
400040 - Sale of Church Assets	183.70		2,265.18		5.35	
400000 - Other Income	28.77		800.00		100.00	
400090 - Restoration Payments Recvd.	707.00		1,230.00		735.00	
Total 400000 - Income	20,179.48	19,167.00	28,335.50	13,167.00	18,428.26	18,167.00
Total Income	20,179.48	19,167.00	28,335.50	13,167.00	18,428.26	18,167.00
Expense						
500000 - Conference Payments						
500010 - Apportionments	2,187.00		2,007.21		2,244.00	
500020 - Conference Benevolences	500.00		0.00		3.00	
500030 - Conference Payments - Other	0.00	1,900.00	0.00	1,900.00	3.00	1,900.00
Total 500000 - Conference Payments	2,687.00	1,900.00	2,007.21	1,900.00	2,244.00	1,900.00
501000 - Payroll						
501000 - Pastor						
501110 - Base Salary	3,267.24	5,000.00	3,267.24	5,000.00	4,155.78	5,000.00
501120 - Utilities Allowance	269.24		789.24		1,155.30	
501130 - Housing Allowance	1,450.78	1,503.00	1,440.76	1,503.00	1,155.30	1,503.00
501150 - Vision Insurance	14.18		14.18		14.18	
501160 - Dental Insurance	39.00		39.00		39.00	
501170 - Medical Reimbursement	125.00		125.00		125.00	
501180 - Pension (Pastor's Contribution)	125.00		125.00		125.00	
501190 - Health Insurance (Pastor's Cont)	304.00		304.00		304.00	
501100 - Pastor - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 501000 - Pastor	6,004.20	6,503.00	6,084.20	6,503.00	6,022.04	6,503.00
501200 - Staff Payroll						
501200 - Staff Payroll						
501210 - Choir/Musician	800.00	806.68	801.05	806.68	501.00	806.68
501220 - Subsidized Ministers	0.00		0.00		0.00	
501230 - Nursery Staff	153.50	227.50	173.06	227.50	159.04	227.50
501240 - Office Manager	3,849.84	4,170.86	3,849.84	4,170.86	3,849.84	4,170.86
501250 - Youth Director	0.00	1,003.33	0.00	1,003.33	0.00	1,003.33
501260 - Discipleship Director	0.00		0.00		0.00	
Total 501200 - Staff Payroll	4,753.42	6,348.15	4,877.93	6,348.15	4,758.88	6,348.15

Northeast UMC 2022 Profit & Loss Budget vs. Actual January through August 2022

	Apr 22	Budget	May 22	Budget	Jun 22	Budget
501300 - Benefits						
501310 - Pension Direct Billed from Conf	880.63	880.00	880.66	880.00	880.68	880.00
501320 - Health Insurance Direct Billed	1,025.00	1,025.00	1,025.00	1,025.00	1,025.00	1,025.00
501340 - Employer Payrol Taxes	922.69	900.00	619.27	700.00	732.82	700.00
Total 501300 - Benefits	2,828.32	2,805.00	2,524.93	2,605.00	2,638.50	2,605.00
Total 501000 - Payroll	13,667.14	15,455.15	15,437.26	15,455.15	14,851.30	15,455.15
502000 - Programs						
502100 - Nurture						
502110 - Education						
502112 - 501381 Groups	0.00	0.00	0.00	0.00	0.00	0.00
502110 - Education - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total 502110 - Education	0.00	0.00	0.00	0.00	0.00	0.00
502120 - Worship						
502121 - Paraments, Banners, Decorations	0.00		27.50		0.00	
502122 - Communion Supplies	156.14		0.00		0.00	
502125 - Music and Supplies	68.95		0.00		0.00	
502126 - Copyright Licenses	0.00		0.00		0.00	
502127 - Audio/Visual Supplies	36.37		0.00		86.38	
502128 - Misc.	68.35		21.54		0.00	
502120 - Worship - Other	0.00	200.00	0.00	200.00	0.00	200.00
Total 502120 - Worship	269.41	200.00	59.12	200.00	86.38	200.00
502130 - Membership Care	0.00	17.50	0.00	17.50	0.00	17.50
Total 502100 - Nurture	269.41	217.50	59.12	217.50	86.38	217.50
502200 - Outreach						
502220 - Website and Social Media Costs	0.00		-10.00		0.00	
502240 - Community Events	0.00		0.00		88.78	
502260 - Outreach - Other	0.00	225.00	0.00	225.00	0.00	225.00
Total 502200 - Outreach	0.00	225.00	-10.00	225.00	88.78	225.00
Total 502000 - Programs	269.41	442.50	49.12	442.50	153.17	442.50
503000 - Operating Costs						
503100 - Administration						
503120 - Finance and Stewardship Expense	0.00	0.00	0.00	0.00	0.00	0.00

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08/12/22

Cash Basis

Northeast UMC 2022 Profit & Loss Budget vs. Actual January through August 2022

	Apr 22	Budget	May 22	Budget	Jun 22	Budget
503140 - Accountable Reimbursement						
503141 - Clergy Mileage and Travel Exp	67.50	400.00	54.00	100.00	250.00	100.00
503142 - Clergy Continuing Education	0.00	62.50	0.00	12.50	0.00	62.50
503143 - Clergy Annual Conference Excess	0.00	55.00	0.00	55.00	0.00	55.00
503144 - Staff Mileage and Travel	57.33		0.00		0.00	
Total 503140 - Accountable Reimbursement	124.82	517.50	54.00	217.50	250.00	217.50
503160 - Information System Fees and Exp	287.82	945.00	80.97	945.00	119.55	145.00
503160 - Subscriptions for non-programs	198.32	50.00	28.35	50.00	27.00	50.00
503170 - Copyright and Intellectual Prop	0.00	75.00	0.00	75.00	0.00	75.00
Total 503160 - Administration	486.14	1,070.00	209.32	1,070.00	396.55	270.00
503200 - Office Expenses						
503210 - Payroll Processing Fee	108.00	100.00	108.00	100.00	224.83	100.00
503220 - Equipment Leases	281.16	275.00	281.16	275.00	281.16	275.00
503230 - Printing and Copy Costs	131.51	100.00	101.16	100.00	111.34	100.00
503240 - Paper & Supplies	25.92	150.00	108.26	150.00	5.37	150.00
503250 - Postage & Shipping	20.88	50.00	19.49	25.00	119.42	25.00
503260 - Payment Processing Fees	0.00	75.00	0.00	75.00	0.00	75.00
503270 - Banking Fees	168.04		81.20		77.83	
Total 503200 - Office Expenses	687.67	770.00	700.12	770.00	721.47	770.00
503300 - Facilities Expenses						
503310 - Utilities	1,065.41	1,200.00	638.22	1,200.00	424.89	1,200.00
503320 - Bldg. Repairs and Maint.	215.55	335.00	0.00	335.00	35.30	335.00
503330 - Cleaning	1,010.00	1,000.00	1,259.00	1,000.00	1,000.00	1,000.00
503340 - Landscape and Grounds	700.00	700.00	1,700.00	700.00	700.00	700.00
503350 - Insurance	416.00	0.00	2,170.50	1,000.00	0.00	0.00
503360 - Bldg and Property Security	52.67	45.00	50.67	45.00	53.67	45.00
Total 503300 - Facilities Expenses	3,489.63	3,280.00	5,778.39	3,280.00	2,246.36	3,280.00
Total 503000 - Operating Costs	4,774.48	4,400.00	6,674.87	6,300.00	3,339.38	4,400.00
504010 - Mortgage Interest Expense	1,247.42	5,711.79	1,830.95	5,741.79	1,581.88	5,741.79
60201 - Reconciliation Discrepancies	-25.00		-40.00		93.13	
Total Expense	2,853.75	26,030.83	23,749.29	29,500.91	21,703.70	28,030.83
Net Ordinary Income	2,372.29	-4,868.83	3,098.22	-2,783.83	-3,278.60	-8,983.93
Net Income	-2,874.29	-8,983.83	3,098.22	10,753.93	-3,278.60	-8,983.93

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Cash Basis

Northeast UMC 2022 Profit & Loss Budget vs. Actual January through August 2022

	Jul 22	Budget	Aug 22	Budget	Jan - Aug 22	Budget	TOTAL
Ordinary income/Expense							
Income							
400000 - Income							
400010 - Non-Pledged Tithes and Offering	21,339.06	18,167.00	24,052.04	19,167.00	189,836.77	153,336.00	153,336.00
400020 - Loose Cash	271.25		175.00		1,158.21		
400030 - Interest and Dividends	7.96		7.96		53.50		
400040 - Sale of Church Assets	0.00		0.00		2,418.88		
400050 - Other Income	0.00		100.00		1,020.15		
400090 - Restoration Payments Recvd.	3,000.00		750.00		15,590.00		
Total 400000 - Income	24,567.59	18,167.00	24,667.64	19,167.00	190,077.93	153,336.00	153,336.00
Total Income	24,567.59	18,167.00	24,667.64	19,167.00	190,077.93	153,336.00	153,336.00
Expense							
500000 - Conference Payments							
500010 - Apportionments	1,737.00		2,134.00		14,987.95		
500020 - Conference Benevolence**	0.00		0.00		500.00		
500090 - Conference Payments - Other	0.00	1,800.00	0.00	1,900.00	6.00	15,230.89	15,230.89
Total 500000 - Conference Payments	1,737.00	1,800.00	2,134.00	1,900.00	15,493.95	15,200.00	15,200.00
501000 - Payroll							
501100 - Pastor							
501110 - Base Salary	4,056.27	2,500.00	4,077.36	2,500.00	32,203.15	35,000.00	35,000.00
501120 - Utilities Allowance	153.84		0.00		6,488.06		
501130 - Housing Allowance	1,087.33	1,500.00	1,900.00	1,500.00	12,490.38	12,024.00	12,024.00
501150 - Vision Insurance	0.00		0.00		64.36		
501160 - Dental Insurance	0.00		0.00		234.00		
501170 - Medical Reimbursement	0.00		0.00		750.00		
501180 - Pension (Pastor's Contribution)	327.17		377.17		1,401.34		
501190 - Health Insurance (Pastor's Cost)	0.00		0.00		1,824.00		
501100 - Pastor - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 501100 - Pastor	6,334.56	4,000.00	6,309.56	4,000.00	52,496.48	47,024.00	47,024.00
501200 - Staff Payroll							
501210 - Choir/Musician	400.00	660.88	1,200.00	800.00	7,200.00	6,883.38	6,883.38
501220 - Substitute Ministers	0.00		0.00		200.00		
501230 - Nursery Staff	184.89	227.50	289.45	227.50	1,368.50	1,020.00	1,020.00
501240 - Office Manager	3,846.80	4,170.86	5,774.78	4,170.86	34,810.56	32,355.22	32,355.22
501250 - Youth Director	0.00	1,083.33	0.00	1,083.33	6.00	8,886.64	8,886.64
501260 - Discipleship Director	0.00		0.00		770.00		
Total 501200 - Staff Payroll	4,834.64	8,345.15	7,281.21	6,349.15	44,237.06	58,785.21	58,785.21

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Cash Basis

Northeast UMC 2022 Profit & Loss Budget vs. Actual January through August 2022

	Jul 22	Budget	Aug 22	Budget	Jan - Aug 22	TOTAL Budget
501300 - Benefits						
501310 - Pension Direct Billed from Conf	785.84	940.00	785.84	940.00	6,810.64	8,100.00
501320 - Health Insurance Direct Billed	1,025.00	1,025.00	1,025.00	1,025.00	8,200.00	8,200.00
501340 - Employer Payroll Taxes	827.80	700.00	927.33	700.00	5,577.48	5,800.00
Total 501300 - Benefits	2,418.64	2,165.00	2,656.22	2,165.00	20,583.12	19,900.00
Total 501000 - Payroll	13,347.94	12,618.10	16,227.79	12,518.15	117,595.56	117,790.00
502000 - Programs						
502100 - Nurture						
502110 - Education						
502112 - Small Groups	0.00	150.00	0.00	0.00	26.44	150.00
502110 - Education - Other	0.00		0.00		0.00	
Total 502110 - Education	0.00	150.00	0.00	0.00	26.44	150.00
502120 - Worship						
502121 - Paraments, Banners, Decorations	0.00		0.00		37.18	
502122 - Communion Supplies	14.54		0.00		159.70	
502125 - Music and Supplies	88.95		0.00		137.80	
502126 - Copyright Licenses	0.00		0.00		413.00	
502127 - Audiovisual Supplies	18.04		0.00		141.40	
502129 - Misc.	-93.90		93.16		165.80	
502120 - Worship - Other	0.00	200.00	0.00	200.00	0.00	1,600.00
Total 502120 - Worship	10.23	200.00	93.16	200.00	899.20	1,600.00
502130 - Membership Care	0.00	17.50	0.00	17.50	0.00	141.00
Total 502130 - Nurture	10.23	367.50	93.16	217.50	1,027.82	1,690.00
502200 - Outreach						
502210 - Website and Social Media Costs	0.00		0.00		20.00	
502240 - Community Events	0.00		0.00		119.83	
502260 - Outreach - Other	0.00	225.00	0.00	225.00	0.00	1,800.00
Total 502200 - Outreach	0.00	225.00	0.00	225.00	139.83	1,800.00
Total 502000 - Programs	10.23	592.50	93.16	442.50	1,167.65	3,490.00
503000 - Operating Costs						
503100 - Administration						
503120 - Finance and Stewardship Expenses	0.00	0.00	0.00	0.00	0.00	0.00

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Cash Basis

Northeast UMC 2022 Profit & Loss Budget vs. Actual January through August 2022

	Jul 22	Budget	Aug 22	Budget	Jan - Aug 22	Budget
503140 - Accountable Reimbursement						
503141 - Clergy Mileage and Travel Exp	0.00	100.00	475.00	100.00	1,225.00	900.00
503142 - Clergy Continuing Education	0.00	62.50	354.00	62.50	239.00	500.00
503143 - Clergy Annual Conference Expense	0.00	55.00	0.00	55.00	0.00	440.00
503144 - Staff Mileage and Travel	83.74		0.00		281.33	
Total 503140 - Accountable Reimbursement	83.74	217.50	789.00	217.50	1,546.33	1,740.00
503150 - Information System Fees and Exp	100.00	145.00	378.53	145.00	2,855.89	1,160.00
503160 - Subscriptions for non-programs	184.29	50.00	216.83	50.00	783.22	400.00
503170 - Copyright and Intellectual Prop	0.00	75.00	0.00	75.00	0.00	300.00
Total 503100 - Administration	377.53	487.50	1,331.36	437.50	5,209.24	3,900.00
503200 - Office Expenses						
503210 - Payroll Processing Fee	112.60	100.00	106.00	100.00	1,004.95	800.00
503220 - Equipment Leases	0.00	275.00	999.50	275.00	2,249.26	2,200.00
503230 - Printing and Copy Costs	75.37	100.00	133.63	100.00	933.08	800.00
503240 - Paper & Supplies	22.00	150.00	60.48	50.00	555.43	1,200.00
503250 - Postage & Shipping	13.43	25.00	93.43	25.00	525.89	1,600.00
503260 - Payment Processing Fees	0.00	75.00	67.00	75.00	27.00	600.00
503270 - Banking Fees	78.72		70.34		727.72	
Total 503200 - Office Expenses	308.32	725.00	1,026.15	725.00	5,939.25	5,700.00
503300 - Facilities Expenses						
503310 - Utilities	2,247.45	1,200.00	1,832.71	1,200.00	15,944.77	9,000.00
503320 - Bldg. Repairs and Maint.	34.54	335.00	4,036.00	335.00	-3,385.11	2,000.00
503330 - Cleaning	1,000.00	1,000.00	1,250.00	1,000.00	9,859.87	3,600.00
503340 - Landscaping and Grounds	700.00	700.00	700.00	700.00	5,980.00	5,600.00
503350 - Insurance	0.00	0.00	2,113.50	1,800.00	5,756.60	6,700.00
503360 - Burg and Property Security	53.87	48.00	71.00	48.00	443.92	360.00
Total 503300 - Facilities Expense	4,029.86	3,283.00	11,005.11	3,183.00	31,842.95	31,860.00
Total 003000 - Operating Costs	4,715.35	4,490.50	3,641.82	5,300.50	43,356.44	41,824.00
504000 - Mortgage Interest Expense	1,537.88	5,741.78	1,531.99	5,741.78	12,577.49	45,834.25
00000 - Reconciliation Discrepancies	0.00		0.00		-8.68	
Total Expense	21,942.41	25,240.33	23,616.46	25,996.92	108,636.30	224,217.44
Net Ordinary Income	3,225.18	-6,073.93	1,596.82	-7,823.93	331.43	-73,861.44
Net Income	3,225.18	-6,073.93	-1,650.82	-7,823.93	881.43	-73,861.44

Here is the SPRC report.

We have a Youth Director!! Megan Landers began her work here September 6th and has met with the youth group once since then. She is also assisting with the youth Sunday School class. This week she is hosting a meeting to get insights on how our pumpkin patch is set up and what we have done in the past. She is anxious to get the patch up and running.

At our regular meeting on September 11, we discussed salary recommendations for 2023. The Conference has sent us the required salary schedule for our pastor, and it does include a raise. Finance has been notified to expect this. I will get our recommendations for the entire staff to finance this week.

Pastor Antionette is in the process of holding listening sessions with our congregants to hear our hopes and dreams. If you have not signed up for one of these, please do this soon.

Jane Scott

Trustee Report

1. Alarm System. The Alarm system has been repaired at no cost to the church. The mother board in our control panel had to be replaced. No whenever the alarm goes off the church is called then the primary contact, which is me and then the secondary contact which is Dale. They call in that order until someone is reached.

Bottom line, if you or any of our visitors trip the alarm I will probably be called and I will have to come to the church to ensure we haven't been broken into. I will probably complain about that. If you or anyone you sponsor are unsure about how to set or disarm the system please contact me and I'll show you how.

2. Education Building HVAC Repairs. A new compressor and related parts have been installed in the HVAC unit that serves the Youth Room in the Education Building. At this writing it has been put under pressure to make sure the system is leak proof. We hope to confirm that today (Friday) and have the system available for use Sunday. This is a large/expensive repair and is being paid for by an anonymous donor.

A second unit in the Education Building went out of service during the month but we were able to get that unit repaired and it is back on line.

There are thermostats in every building. ALL of them are on full lock mode. That means you can't change the settings at the thermostat. You can change the numbers but nothing will happen. We do this to keep people from resetting the thermostat while they are using the facility but forgetting to set it back after their use of the area.

Normally our thermostats are set at a cost saving level when no one is using the area controlled by the thermostat. When you schedule an area for a meeting or some other function we will change the thermostat(s) to bring the area to a comfortable temperature during your meeting/event and then return it to a more cost saving level after your meeting/event. In an emergency you can call me and I can adjust the settings for you remotely.

This also means that if you are scheduled to use one area but decide to change to another area without letting us know in advance, the area you change to will not be set at a comfortable temperature. All this requires a little planning but saves us a lot of money on the electric bill.

(As aside note I want to point out that in the past 11 months we have replaced two air conditioning units in the office building, another unit in the nursery and now the repairs to the Education Building all with donated funds, some publicly and some anonymously. The total of these donated funds comes to a most \$27,000. In EVERY case these funds came to us - we didn't ask anyone for them we just expressed the need. I think that says something for our congregation.)

3. Nursery Move. With the outstanding help of Dan Christmus and Nathan Cook the nursery has been moved from the Education Building to the actual Nursery building.

We need to move a desk and bookcase out of the crib room to make that room available. We don't currently have a crib need but we hope that will change as we grow. If anyone wants a nice desk and a bookcase please let me know.

Currently we are using only the central room of the nursery and that is adequate for our present needs. After the Pumpkin Patch removes its equipment from the end room in the nursery we will also open that room to give us more usable space. That also means that the end room of the nursery will no longer be available for storage.

We are plan to repaint the nursery and decorate the walls in the near future.

4. American Rescue Plan Act Fund Grant. Gail Love brought this Grant to our attention. We may qualify under this grant as a non profit organization and/or as funding for youth and recreational services.

Our proposed project will be to replace ALL four HVAC units in the Education Building which are over 21 years old and are either failing or have failed in the past. These funds are intended as recovery fund to offset the affects of COVID-19 on the community/local economy. Our qualification is a bit questionable, sort of right on the line, but we are hopeful of putting forward a qualifying application.

We are in the process of preparing our application under this Grant and if anyone has expert or experiential experience in this area we would appreciate your input/assistance. Our request has to be submitted on or before September 20, 2022. We can share the current version of our proposed application on line if you are interested.

5. BSA/UMC Relationship. The Boy Scouts of America and the "General Commission on United Methodist Men of the United Methodist Church" have issued a Memorandum of Understanding that says the two groups will "...work cooperatively..." to maintain some type of positive working relationship between the BSA and the United Methodist Church but still hold to the church's position of non sponsorship.

Essentially, the Church has distanced itself from the Boy Scouts by assigning that relationship to the United Methodist Men. Therefore, any future danger of suits arising from Boy Scouts and the Methodist Church would have to be against the United Methodist Men (an independent corporation) and not the church - in other words a much smaller financial target. This is all legal finagling.

None of this has any affect on our current Usage Agreement with the Boy Scouts that allows them the use of our campus and buildings.

I can send this Memorandum of Understanding to anyone who would like to receive it. It's a little over 3 pages of legal jargon.

6. Free Toilet. I have a free toilet in the back of my truck. This toilet came out of the office bathroom and is in perfect working order. It was replaced by an earlier administration at the request of the then CFO. I just can't bring myself to toss this if anyone needs a toilet.

Tks

gil



PASTOR REPORT

September 18, 2022

Pastor Goals 7/1 – 10/31

1. Discovery & Discernment
 - a) Building rapport
 - b) Points of connections
 - c) Who is Northeast? Why Northeast?
2. One-on-ones (with church leadership)
3. Small home gatherings

Small home gatherings with members of the church - 9/7, 9/18, 9/25, 10/2, 10/9 (youth)

- 1. Highlights of the congregation's history.**
- 2. The church's perceived core values.**
- 3. The church's hopes and dreams for the future.**

QUESTIONS

1. Remembering your entire experience at our church, when did you feel the most alive, most motivated, and most excited about your involvement?
 - a. What made it exciting? Who else was involved? What happened?
 - b. What was your part? Describe how you felt.
2. What do you value most about the church?
 - a. What activities or ingredients or ways of life are most important?
 - b. What are the best features of this church?
3. Make three wishes for the future of our church.

I will create a summary report and share with SPRC (confirm or add to what I've learned and share your own responses to the questions if you don't participate in a home gathering). The goal to gather basic assumptions about the congregation revealed by the data, which is important for the next step in the process: identifying and achieving early wins and move towards developing a vision and goals.

Recent Visitors

- 9/11, Felix – called left VM

Pastoral Care 8/2/2022 – 9/14/22

34 Pastoral needs and follow Ups (Calls, cards, hospital visitation, home visits)

Flowers & Plants:

- John Lockard – Send plant to hospital
- Joyce Sawyer – Gave flowers when visiting her at Lexington Medical



PASTOR REPORT

September 18, 2022

Monthly Birthday Cards

- September

Pumpkin Patch

- Cardinal Newman – 6 students

Created

- Communion Guide
- Guide for Nominations and Leadership Committee

Updated

- Tightened up the logo

Nominations and Leadership Committee

- 9/8 – 1st meeting
 - Our role as the Nominations and Leadership Committee
 - ROD (§258.1) – identify, develop, deploy, evaluation and monitor
 - Year-round not just for charge conference
 - Creating an orientation packet for new and continuing leaders
 - Leadership Lab (workshop)
- 9/22 – 2nd meeting
 - Review and discussion Church Council Leadership positions that need to be filled
 - Job descriptions
 - Include the following for each position:
 - Amount of time required
 - Meetings dates and frequency
 - Reporting

FORMATION

Duke University

Cohort for Pastors regarding Positive Mental Health and Strength for Ministry

- Lake Junaluska, NC, Aug 26-28, 2022
 - 4Ds - Do, Delegate, Delay, Discard
- Final - Hilton Myrtle Beach, SC, Feb 3-5, 2023



To Know Jesus and Make Him Known

PASTOR REPORT

September 18, 2022

Luther Seminary, St Paul, MN

Relevance to Resonance

(Two cohorts w/ 12 pastors - \$10,000 stipend to design and implement an initiative in your congregation)

Through shared reading, writing, and conversation, to identify the connections between the dynamics of contemporary life and the experience of pastoral ministry

To discern why and how congregational life can provide the context for an alternate way of being in the world—a way of being that is attuned to God and informed by the experience of resonance.

- October 5-7, 2022, Chicago IL
- February 7-9, 2023, Scottsdale AZ
- Group B Meeting 4 October 2024 Chicago IL

Safe Sanctuary-Child Protection Policy
Northeast United Methodist Church
Columbia, South Carolina
Adopted November 9, 2014

Jesus, said, "Whoever welcomes [a] child...welcomes me" (Matthew 18:5). Children are our present and our future, our hope, our teachers, our inspiration. They are full participants in the life of the church and the realm of God.

Jesus also said, "If any of you put a stumbling block before one of these little ones...it would be better for you if a great millstone were fastened around your neck and you were crowned in the depth of the sea" (Matthew 18:6). Our Christian faith calls us to offer both hospitality and protection to the little ones, the children. The Social Principles of The United Methodist Church state that "children must be protected from economic, physical, emotional and sexual exploitation and abuse" (para.162C).

Tragically, churches have not always been safe places for children. Child sexual abuse, exploitation, and ritual abuse ["ritual abuse" refers to abusive acts committed as part of ceremonies or rites; ritual abusers are often related to cults or pretend to be] occur in churches, both large and small, urban and rural. The problem cuts across all economic, cultural, and racial lines. It is real, and it appears to be increasing. Most annual conferences can cite specific incidents of child sexual abuse and exploitation within churches. Virtually every congregation has among its members adult survivors of early sexual trauma.

Such incidents are devastating to all who are involved: the child, the family, the local church and its leaders. Increasingly, churches are torn apart by the legal, emotional, and monetary consequences of litigation following allegations of abuse.

God calls us to make our churches safe places, protecting children and other vulnerable persons from sexual and ritual abuse. God calls us to create communities of faith where children and adults grow safe and strong. (From The Book of Resolutions of The United Methodist Church—2000, pp.180-181. Copyright 2000 by The United Methodist Publishing House. Used by permission.)

Thus, in covenant with all United Methodist congregations, Northeast United Methodist Church adopts this policy for the prevention of child abuse in our church.

Purpose

Our purpose for establishing this Child Abuse Prevention Policy and accompanying procedures is to demonstrate our total and unwavering commitment to the physical, emotional and spiritual safety of all our children, youth and vulnerable adults and to protect workers from false accusations of abuse.

Covenant Statement

Northeast United Methodist Church hereby pledges to conduct the ministry of Jesus Christ in ways that assure the physical and emotional safety and spiritual growth of all of our children, youth and vulnerable adults as well as all of our workers with children, youth and vulnerable adults. We will follow reasonable safety measures when selecting and recruiting workers; we will implement appropriate operational procedures in all areas of programming and care; we will train our workers with children and youth on our procedures and policies; and we will have a clearly defined procedure for reporting a suspected incident of abuse consistent with South Carolina state law.

II. Staff/Volunteer Recruitment Guidelines

A. Age

In recruiting and hiring paid staff to work with children and youth in any position of authority, they must be at least 21 years of age and at least 5 years older than the age of the persons they are working to serve. Qualified youth that are age 14 or older will be able to be employed as nursery workers under the supervision of qualified adult staff.

B. Workers with children

1. Northeast United Methodist Church will not use anyone as a staff person or regular volunteer worker for children/youth or vulnerable adults in the church unless they have completed a satisfactory background check. In the case of hiring paid staff workers, the applicant must have been a member of a verifiable Christian denomination or another United Methodist Church at least six (6) months prior to employment. Any exceptions to this must be approved by the pastor or his designee.

C. Application

Paid staff applicants must complete and sign an application and the related waivers giving permission to check references and background information.

D. Reference Checks

Church leaders will check three references for each paid staff worker. The references will be done by phone, mail, or in person. The "Children's and Youth Worker's Application Form" will be filled out by the individual requesting the reference check.

E. Background Checks

Criminal background checks shall be made of all clergy, paid staff, and regular volunteers who have supervisory program responsibility or regularly work with children, youth or vulnerable adults, and all other church employees, to the extent permitted by law, prior to employment, to determine current or historic child abuse or sexual misconduct, criminal records, violent or pedophilic behavior. This shall include the South Carolina state law enforcement division criminal record check as well as the South Carolina department of social services central registry check. The individual applying for safe sanctuary is responsible for completing both required forms (SLED form and SCDSS form 3072). The

church will be responsible for fees to each agency. The results from both agencies will be mailed to the church office for final review and approval. Background checks are good for three years.

F. Prior Convictions

Individuals who have been convicted of physical or sexual abuse, neglect, or any crime against preschoolers, children, youth or vulnerable adults may not work in any church-sponsored activity or program for preschoolers, children, youth or vulnerable adults.

G. Interview

All applicants must be interviewed for suitability for the work they desire to do. Interviews will be conducted by the leader of the program in which the applicant will work, or by other persons designated by the program leader. A team of interviewers may be used. Church policy and guidelines should be discussed during the interview.

H. Child Abuse Survivor Applicants

Adult survivors of childhood physical or sexual abuse need the love and acceptance of this church family. A person's experience with abuse and their recovery process may be pertinent to their suitability as youth and children's ministry workers. Applicants who are survivors of abuse should discuss this in confidence with the person who conducts the confidential interview. If an applicant is uncomfortable doing so, he/she may have the interview conducted by a pastor.

J. Confidentiality of Information

The church will keep confidential all information received in the applicant selection process. Selection information will be marked as such and stored in a locked location with limited access afforded only to church staff and others with a need to know. The pastor and/or the Director of Family Ministries is responsible for the implementation of these policies as well as the maintenance of confidential records.

K. Required Forms and Signatures

In addition to staff application and reference forms, all applicants will sign "Authorization and Request for Criminal Background Check" and "Participation Covenant Statement" forms as part of the application process.

III. Staff Supervision Guidelines

All meetings of children and/or youth affiliated with Northeast United Methodist Church will be governed by the following guidelines:

A. Two adult rule

Minimum supervisory standards will include the 'Two-adult rule'. This Rule is in addition to the Open Door Policy set forth at Section C below.

1. *Classroom activities* (ie, Sunday School): Teachers will be assigned in teams of two or more. If the regular assigned teachers are not available and a team of two teachers cannot be assigned to a room, then the Two Adult Rule can be satisfied with one adult in the room and a second adult with unobstructed line of sight to all children who monitors each room as long as children are present.
2. *Group activities*: Approved adults will be assigned in teams of two or more. The number of approved adults required for each event (above the minimum of two) will be determined by the number and age of the participants and the nature of the activities.

If a community group stays overnight at the church, two or more approved adults must be present. See additional specifications for youth overnight outings away from church property in Section III-H of this document.

3. *Transportation:* At least one adult per vehicle, with no more passengers than functioning seatbelts. They should travel safely together in order to maintain line of sight. The adult must have access to a cell phone. Fifteen passenger vans will not be used for transporting children.
4. During ministry events, one-on-one activities shall not be conducted "behind closed doors" or in isolated areas away from an approved adult.

B. Nursery Checkout Procedure

All parents utilizing the church nursery will observe the check-in/checkout procedure as outlined in the nursery policy manual.

C. Open Door Policy

Further protection for the children requires that an open door policy be followed. This policy shall state that the parents of the children served, the clergy, administrative and professional staff of the church has the right to visit and observe the children's/youth activity, classroom, or church-sponsored program at any time, unannounced.

D. Outside Access:

There must be access to a phone, cell phone or pager when groups are at or away from the church facility. The church office or authorized church representative will be given this number prior to the groups' departure from church property.

E. Doors and Windows:

All classroom and office doors will have a window or visibility from hallway or remain open while occupied. Windows will be kept free from adornment and kept locked at all times. Class room and office doors that do not allow visibility from the outside will be replaced with doors with windows when replacement is needed.

F. Individual Counseling:

One-on-one interactions are sometimes necessary and appropriate but care must be taken that they be conducted in an environment that provides visibility by other adults. If at all possible, another adult is to have knowledge of staff members' whereabouts and with whom they are meeting. Children and youth receiving individual counseling should be told they are free to discuss any aspects of the counseling process with a parent or other adult, especially if they are uncomfortable about anything that occurs in counseling. All incidents of suspected abuse and neglect revealed during the session will be reported in accordance with section IV of this policy.

G. Touch

Physical affection should be appropriate to the age of the child or youth. (For example, it is generally appropriate for a four-year-old to sit in a nursery worker's lap and give a kiss on the cheek, but it is not appropriate for a teenager and youth leader to behave this way.) Touching should be initiated by the child or youth. It should be a response to the child's need for comforting, encouragement, or affection. It should not be based upon the adult's emotional need. Ideally, touching and affection should only be given when in the presence of other children's ministry or youth workers. It is much less likely that touches will be inappropriate or misconstrued as such when two adult workers are present and the touching is open to observation. This is especially important when diapering a baby or helping a young child change clothes or use the restroom. Touching behavior should not give even the appearance of wrongdoing. As ministry

workers our behavior must foster trust at all times: it should be above reproach. A child's preference not to be touched should be respected. Do not force affection upon a reluctant child. Church workers are responsible to protect children under their supervision from inappropriate touching by others. Church workers must promptly discuss inappropriate touching or other questionable behavior by other workers with their ministry leader, staff member, or a pastor.

H. Outings Away From Church Property:

All children and youth participating in out-of-town and over-night outings must have written consent and a notarized medical release form. (Medical release and consent forms may be completed for a one-year period and must be renewed annually). There must be access to a phone, cell phone or pager when groups are away from the church property. If the outing involves water activities such as swimming, the children, youth, and vulnerable adults, and chaperones will be advised of issues related to water safety. In no circumstance is one adult (other than the parent) to take a child or children on an overnight outing alone. On youth overnight outings, there will be a 1:7 staff: youth supervision ratio observed. Female staff will supervise female youth in their sleeping quarters and male staff will supervise male youth. Married couples will not stay together but observe the female/female and male/male sleeping arrangements. With the exception of a parent/child combination, a staff and youth will not occupy the same bed or sleeping bag.

I. Classroom Discipline

All teachers and workers will use the following discipline measures:

1. If a child is behaving inappropriately, the teacher or worker will tell the child specifically what he/she is doing that is not acceptable and state what the expected behavior is, e.g., "We do not throw the blocks. We use blocks for building."
2. If this measure is not effective, the child will be guided to another activity.
3. If inappropriate behavior continues, the child may be placed at a table to work alone away from the other students.
4. If the child's disruptive behavior continues after these steps have been taken, a teacher will notify the Director of Family Ministries who will talk with the child and work with the child's parents.
5. No physical punishment or verbal abuse, e.g., ridicule, are to be used at any time. If isolating the child within the classroom or removal of the child from the room becomes necessary, the situation will be discussed with the child's parents or guardian as soon as possible.

J. Gifts

No staff, either paid or volunteer, are to give gifts to individual children or young people without the prior knowledge of the parent(s) or responsible clergy. Because gift giving can be a form of buying loyalty or silence, gift giving should be done on a group basis or for special occasions only. Gifts may not be elaborate but should be modest and appropriate to the occasion.

K. Training

Prior to working in the youth or children department, workers must undergo child protection safety training. Initial training on issues of child sexual abuse in church settings shall be required for all clergy, paid staff and volunteers who regularly supervise youth activities (e.g. youth group leaders) and all other church employees. In addition, a summary of current child abuse statutes and reporting requirements for your legal jurisdiction are to be made available to all clergy, paid staff and volunteers who regularly supervise youth activities, Church Council members and all other church employees.

L. Verification of Reading of Policy Statement

Upon receipt of the this policy statement, the volunteer or paid staff person will read and sign a statement that he/she has read the Northeast United Methodist Church's Safe Sanctuary-Child Protection Policy.

IV. RESPONSE BY CHURCH WORKERS TO ALLEGATIONS OF ABUSE

As caring Christians, we are committed to protect and advocate for children/youth participating in the life of the church. The church is entrusted to provide an emotionally safe, spiritually grounded, healthy environment for children, youth, and adults in which they are protected from abuse. It is our legal and moral responsibility to report suspected abuse whenever it comes to our attention regardless of where that abuse takes place. We shall report suspected abuse to stop potentially existing abuse and to prevent further abuse. To report abuse is to witness to the world of the love and justice of God. Reporting abuse is a form of ministering to the needs of those crying out for help. If abuse occurs, it is our intention to act as an advocate for all affected persons, providing support, information, assistance and intervention. We seek to provide a supportive atmosphere, offering both objectivity and empathy as we seek to create a climate in which healing can take place.

If abuse is suspected by, observed by or disclosed to a volunteer and/or paid staff member of the church, that person shall report the incident immediately to the pastor or designee. (If the accused is the pastor, see information below.) Be prepared to do the following:

- A.** Ensure the protection of and tend to the immediate needs of the child, as the situation requires.
- B.** IMMEDIATELY contact the senior pastor or pastor on call.
- B.** IMMEDIATELY notify the proper authorities (immediate supervisor, designated church child protection representative or the adult in charge of the event.) This person will:
 - 1.** Provide written documentation concerning incident on the designated Incident Report Form.
 - 2.** Contact proper Law Enforcement authorities and the county office of DSS. This is a requirement of the law. (Note: Do not attempt an investigation. This should be left to professionals who are familiar with these cases.)
 - 3.** Notify the pastor in charge. If the pastor is the accused party, the designee will notify the chair of the Staff Parish Relations Committee and the District Superintendent.

4. Give written documentation to the pastor and/or Chairperson of the Staff Parish Committee.
- D. The pastor or designee will notify the parents of the victim and take whatever steps are necessary to assure the safety of the child/youth until the parent(s) arrive. It is important to emphasize that the proper authorities must be notified even if the parent(s) does not wish the incident to be reported. (Note: If one or both of the parents or guardian is the alleged abuser contact the proper authorities listed above. Follow their advice about notification of the parents.)
 - E. After having reported the suspected abuse to the proper authorities, the incident is to be reported immediately to the church's attorney, the church's insurance company, and the district superintendent. The district superintendent will report the allegation to the bishop's office. Do not try to handle this without professional assistance. If the accused is a clergy (deacon or elder) member of an annual conference, local pastor, or diocesan minister, provisions of Paragraph 359 and Paragraph 2702 of The 2012 Book of Discipline of The United Methodist Church must be followed.
 - F. A list of emergency numbers will be available to the staff at all times.
 - G. If the accused is working in a volunteer or paid position with children or youth in the church, immediately, yet with dignity and respect for the sacred worth of the person, remove the accused from further involvement with children and/or youth.
 - H. Once the proper authorities have been contacted and the safety of the child or youth is secured, the pastor or other designated person may tell the accused that a report has been made. If the accused is a volunteer or paid staff of the church, that person shall be relieved temporarily of his or her duties until the investigation is finished. If the accused is a paid staff person of the church, arrangements should be made to either maintain or suspend his or her income until the allegations are cleared or substantiated.
 - I. Any contact with the media should be handled by a pre-determined spokesperson. Care will be taken to safeguard the privacy and confidentiality of all involved. The spokesperson should generally convey that the matter is under investigation and any comments made prior to the conclusion of the investigation would be premature.
 - J. A written report of the basic information shall be kept to ensure on-going ministry to, and advocacy for, victims and others involved. A form for this purpose shall be available in the church office. The report shall be brief and contain only factual information relevant to the situation. It shall be filed in a secure place in order to ensure confidentiality. It shall be written in ink or typed to prevent it from being changed. The church must also file a copy of the report with the bishop's office of the South Carolina Conference where it shall remain confidential.

Revised 11/9/14

Reviewed by the Church Council 11/16/2021