

## **Aldersgate Church - Leadership Board Meeting**

### **January 28, 2025**

**Leadership Board in attendance:** Dave Yoder, Nancy Mosella, Kevin Hoffman, Randy Campbell, Ryan Wilt, Lydia Kelley, Bob Winters, Desirre Buck, Kristine Hackett, Kent Springman, England Reyes, David Pater, Mike Staley, and Jeff Payne. Absent: Nate Baum.

**Congregants and Staff:** Paster Bob Kaylor, Paster Jeff Markey, Jennifer Rager, and Deana Fornoff

1. Dave Yoder called the meeting to order at 6:32 pm.
2. Pastor Bob led a devotional message from Genesis 6. In the midst of crisis in the world, there is always someone who remains faithful.

#### **New Business:**

##### **1. Election of Vice Chair:**

- Bob Winters was nominated by Dave Yoder to fill the position. Mike Staley made a motion, which was second by Randy Campbell. Bob was unanimously approved for Vice Chair position.

##### **2. Financial:**

- The year end close looked financially good overall with a \$9,600 deficit.
- Church staff are doing a good job keeping their spending within the budget limits, but electricity and heating costs are more expensive this year.
- For January 2025, approximately \$56,000 in tithes collected, compared to \$59,000 in January 2024 and \$92,000 in 2023.
- Stripe deposits are posted daily, while cash/checks are deposited at the bank on Tuesdays.
- \$44,300 line of credit deficit remains after approximately \$82,000 in donations collected.

3. Randy Campbell and Jennifer Rager met with attorney regarding Women in Mission having their own EIN number and concerns regarding funds collected/sales at annual Aldersgate Craft Show. Attorney recommends the EIN number be closed. The attorney stated no liability to the church going forward but unclear if any tax liability for Women in Mission from the previous years of using own EIN. The attorney believes sales at the craft show would be tax free but wants to conduct further research and plans to provide follow-up. Women in Mission's bank account was above the allotted amount for non-profit, which caused bank fee charges this past month. The plan is to close their account, place funds in church account and allow church to manage for the organization once the lawyer provides follow-up answers to our concerns.

4. Aldersgate uses Wespath company for pension planning and execution. The church contributes 4.5% of employees' pay and employees have the option to contribute to their pension. In the church employee handbook, it states employees need to be working 20 hours per week (1040 hours per year) or more to qualify for a pension. Current employees have changed their work hours based on workload. Ryan recommended we reinforce the church policy of 20 hours a week minimum for pension for current and any future employees.

- Ryan Wilt made a motion to give Bill Ilyes a \$0.75 pay raise for good performance. Mike Staley seconded the motion. Unanimously approved.

## 5. Inactive Church Members:

- There have been a small number of church members who have not attended or contributed to the church for the calendar year 2024. Excluding members over the age of 80 and aged 18 and below, Randy developed two lists: (1). Individuals who have not attended in the past year (2). Individuals who have not attended and not provided contribution in the past year.
- The leadership board reviewed the list and narrowed it down to only 8 individuals. The remaining members have been seen at various church services but need to be educated on signing in at kiosk or paper attendance sheet in black drop off box.

6. Church has 12 individuals registered for the next new member class.

7. On Tuesday, March 11<sup>th</sup> at 7:00 pm there will be an endowment meeting with UM. This is a refresher reviewing what endowments the church has, how they are invested, and what we can use them towards. Kent Springman encouraged other leadership board members to attend.

8. In April, the Leadership Board will be the Bistro hosts. Bob Winters is coordinating a schedule. Please see him to sign up and assist.

## Old Business:

1. **Building / Grounds:** Numerous updates for this month.

- The broken front door will be fixed on Monday, February 3<sup>rd</sup>.
- The lights in the foyer and pre-school area are scheduled to be fixed on January 30<sup>th</sup>.
- New Carpet: Wecker's Flooring Center LLC provided a quote of \$30,800 for the Parlor, entry area, rooms 134-143-144, and offices 113-124-125. An additional cost (unspecified amount) would be added to the cost of the Parlor room due to asbestos removal. All offices would have matching carpet colors and the plan would be to replace the carpet sometime in the summer after Vacation Bible School, when the church has less traffic. It will take approximately 1 week to complete the project. Randy Campbell motioned to replace all the carpets listed in the quote except for the Parlor. Nancy Mosella seconded the motion. Unanimously approved. With Parlor cost removed, it will be approximately \$26,800 to replace the carpets, which the church has in capital expenditure funds.
- Elevator Study: Nate Baum, Randy Campbell and Deana Fornoff will be meeting with an engineer on February 6<sup>th</sup> to assess the cost and location of installing an elevator in the facility.
- Bathrooms: There is enough money in endowments to remodel the men and women's bathrooms. Randy Campbell made a motion to create a bathroom remodeling committee and to start obtaining quotes. David Pater seconded the motion. Unanimously approved. So far, the committee consists of Lydia, Kevin, Dave, Mike and Deana.
- We have had some small issues with the Blessed Generation Church regarding lights left on, doors propped open, and equipment left out in the fellowship hall. Deana Fornoff will be meeting with them to discuss resolutions to these issues.

2. **Global Methodist Church:** Randy Campbell will head a committee to review the pros/cons of affiliation with GMC. The committee will be looking at the similarities and differences to UMC. Expectation is to have information by July and be able to discuss with members at the annual church conference in December.

**Closing:**

1. State of the Church: Overall, things are going well.
2. Harvey will be at the next meeting to discuss an indoor recreation area for our church youth.
2. Dave Yoder closed the meeting at 8:32 pm.

## **Aldersgate Church - Leadership Board Meeting**

### **February 25, 2025**

**Leadership Board in attendance:** Dave Yoder, Nancy Mosella, Kevin Hoffman, Randy Campbell, Ryan Wilt, Nate Baum, Bob Winters, Desirre Buck, Kristine Hackett, Kent Springman, England Reyes, David Pater, Mike Staley, and Jeff Payne. Absent: Lydia Kelley.

**Congregants and Staff:** Paster Bob Kaylor, Paster Jeff Markey, Jennifer Rager, Deana Fornoff, Lisa Murr, Harvey Elder and Jeff Lewis.

1. Dave Yoder called the meeting to order at 6:33 pm.
2. Pastor Bob led a devotional message and discussed the upcoming sermon series called “Meant for Good” on the story of Joseph. Small group discussions will be held in several members’ homes and will be provided with study guides.

#### **New Business:**

##### **1. Selection of new Leadership Board member:**

- England Reyes is stepping down as leadership board member in accordance with Aldersgate’s policy in which board members cannot have a spouse employed by the church. Her replacement is TBD.

##### **2. Financial:**

- January 2025 revenue was \$11,335.
- Current line of credit balance of \$26,334.10.
- Utility costs have increased 40% this winter with gas bill close to double of the previous month and staff are actively trying to dimish costs (turning temperature down in facility). These costs typically decrease in April.
- Snow removal costs were approximately \$2K for the last 3-4 events and Deana calls requesting services as needed.
- A comparison of tithes in 2023, 2024 and 2025 showed a loss of \$24K between 2023-2024. The year end close looked financially good overall with a \$9,600 deficit.
- Church is slowly converting to MacIntosh laptops. A new laptop was purchased for the Youth Director position.

3. Randy Campbell and Jennifer Rager have not received an update from church attorney regarding Women in Mission having their own EIN number and concerns regarding funds collected/sales at annual Aldersgate Craft Show as discussed during January 2025 meeting. Jennifer will contact the attorney again. Plan is to close EIN number and Women in Mission checking account. Current funds would be deposited in the church account and managed by the church for this mission group.

##### **4. Youth Space Discussion: (Lisa Murr / Harvey Elder)**

The youth group lost recreational space to use for large games and events, especially during the winter due to the renovations in the Fellowship Hall. Although they have modified their programs, they are still looking for alternative spaces/facilities.

- Short Term: Update youth room with new carpet/rug, refrigerator, new pool table/air-hockey table. The plan is to ask congregation if they have any items to donate and wait for the new Youth Coordinator.
- Long Term: Potential Pole Barn with multiple garage doors. Lisa and Harvey are going to speak with church members who have experience with architecture layout and working with the township. Additional information regarding land coverage, distance to the road, township permits (percentage of lot that can be utilized), and costs of potential facility is needed before the board can make a decision.

## 5. Tech Support:

The IT support performed for the church includes Windows computers, our firewall, wireless network, Microsoft 365 subscriptions, and phone services. The quality of service provided by our current IT support company, Treysta, has declined significantly. Treysta keeps our computers locked down to the point where we cannot install most programs or change most of the settings. A majority of our IT tickets (31%) are related to account setup. Excluding the 38 IT tickets for the Tech Team asking for access or creation of new email accounts, there have only been 48 ticket requests in 2024, an average of 4 per month or 1 per week. The church asked Treysta to integrate a Voice over Internet Protocol (VoIP) phone system into Microsoft Teams for us to have one platform to handle our file storage, internal chats, video calls, and phone calls. Treysta attempted to integrate the CoreDial VoIP phone system into Teams at an additional cost with limited success. The phone routing never worked properly – often times with both incoming and outgoing calls, the phone would ring once, then disconnect and the caller ID rarely shows the correct caller to people called by the staff. Multiple work tickets placed over several months with continued problems. Randy Campbell proposed a solution of the Aldersgate Tech Team taking over a majority of the IT management using on-call volunteer support from Randy Campbell, Matt Kelley, Bob Rambo and Roan Reilly. An additional proposal to change Aldersgate's phone system to RingCentral, which will integrate with Microsoft Teams was presented. Current costs for Treysta IT management, CoreDial Phone & Text, and Microsoft Teams Phone total \$1,465.77 monthly or \$17,589.24 yearly. Cost for proposed Tech Support and RingCentral Call & Text would be \$811.68 monthly or \$9,740.16 yearly – a saving of \$654.09 a month or \$7,849.08 yearly. Additional discussion occurred regarding no one having a copy of any contract with Treysta but we've utilized their services for 5 years or more. Kent Springman made a motion to change the IT support to Aldersgate's on-call Tech Support team and phone system to RingCentral provided the church doesn't already have an existing contract with penalty for canceling early. Nate Baum second the motion. Randy Campbell abstained. Motion approved.

## 6. Memorial Garden:

George Hummel, along with Jeff Kuhn, David Jones, and Dave Hoffman, have worked on improving the appearance of the memorial garden. A quote for \$11,900 from W&S Landscape Services for landscaping improvements was submitted by this group to Deana Fornoff. The group is requesting all the \$4,600 in the memorial garden fund to be used towards this expense. The memorial garden fund includes funds for 4 individuals who have paid \$500 each (total \$2K) for future internment of their ashes and is to cover the costs for maintenance of the garden. Updating the memorial garden plaque with the church's new name/correct logo ranges from \$3K to over \$6K. Ryan Wilt made a motion to utilize \$2,600 from endowments and \$2,000 from the Memorial Garden funds for landscaping improvements, with any additional funding provided by

church members. Randy Campbell amended the motion, stating that all projects must run through church staff with Deana coordinating/involved in the planning for this project. Nancy Mosella second the motion. Amended motion unanimously approved. The plan for landscaping improvements would need to occur in June or July, before the carpets are replaced but after the ducks have migrated from the memorial garden.

7. There are two Youth Minister candidates, and an offer will be made next Monday (March 3<sup>rd</sup>) with a possible start date in May 2025.

8. Church has 5 individuals registered for the next new membership class on May 4<sup>th</sup>.

### **Old Business:**

1. **Building / Grounds:** Numerous updates for this month.

- New Carpet: Replacement of carpet by Wecker's Flooring Center LLC for \$26,800 for the entry area, rooms 134-143-144, and offices 113-124-125 funded by capital expenditure funds were approved during the last leadership board meeting. Wecker's Flooring will be replacing all the baseboards, which will be a gray color (cost already included in price of carpets), but the door frames are burgundy color. Using the same company who painted the sanctuary, it would cost \$3,690 to have the door frames painted, matching the baseboards. Carpets will be replaced in August after Vacation Bible School, when the church has less traffic. Mike Staley made a motion to have door frames painted to match the baseboards with funds coming from capital expenditures. Bob Winters second the motion. Motion unanimously approved.
- Bathroom Renovations and Elevator: Small leadership board team met with an architecture and structural engineer. The best location for an elevator would be at the back of the church, by the youth entrance/playground area by the stairwell and build from the outside to get into the building. Plans for an elevator pre-construction survey costs \$5,840 and a bathroom pre-construction survey looking at a tiered bathroom assessment (upper and lower-level male/female bathrooms) costs \$5,800. The cost to perform both pre-construction surveys together would be \$7,360. Currently, the church has approximately \$125K in endowments which can be utilized for building related issues for 2025. Randy Campbell made a motion to use funds from the checking account to perform both elevator and bathroom pre-construction surveys together for the cost of \$7,360. Desiree Buck second the motion. Motion unanimously approved.

### **Closing:**

1. State of the Church: The church is in a strong place. Attendance is up. The podcast studio has been updated, and the church is just a few subscribers away from being able to be monetized.
2. Dave Yoder closed the meeting at 8:47 pm.

## **Aldersgate Church - Leadership Board Meeting**

### **March 25, 2025**

**Leadership Board in attendance:** Dave Yoder, Kevin Hoffman, Nate Baum, Bob Winters, Desirre Buck, Kristine Hackett, Lydia Kelley, Kent Springman, England Reyes, David Pater, Mike Staley, and Jeff Payne. Absent: Randy Campbell, Nancy Mosella, Ryan Wilt, and Mike Staley. No replacement for England Reyes at this time.

**Congregants and Staff:** Paster Bob Kaylor, Paster Jeff Markey, and Jennifer Rager.

1. Dave Yoder called the meeting to order at 6:35 pm.
2. Pastor Bob led a devotional message and shared small group discussions were going well on the story of Joseph.

#### **New Business:**

##### **1. Financial:**

- Current line of credit balance is \$13,641.10 after several large donations.
- Utility costs have dropped by half after adjustments to the thermostat this month.
- \$10,940 profit at end of February.
- Current amount in checkbook is \$247K.
- Church has received \$28K less in tithings compared to this time frame in 2024.
- Several high-end purchases occurred in March to include podcast studio equipment, one laptop, Mac Studio, and 1/3 of new carpet deposit paid.

**2. Preschool Budget:** The proposed Amazing Adventures Budget for 2025-2026 is \$94,860 and the total salary budget is \$94,864. Bob Winters made a motion to approve the 2025-2026 budget. David Pater second the motion and motion unanimously approved.

**3. Flower Distribution:** As a part of our community outreach, the church would distribute flowers to the Villas, typically in the afternoon after Easterfest. Currently, no church group has offered to take over this mission. Right now, the plan is to not continue this outreach unless a church group elects to be responsible for this mission.

##### **4. Youth Building:** (Nate Baum / Todd Kurl )

The church has two lots with lot #1 being 5.09 ac and lot #2 being 1.83 ac. The only available area to develop a youth building would be at the end of the back parking lot but this involves additional costs and other issues. The basketball court would be 95ft x 50ft with an additional 10ft of space all around it plus an added area for storage, restrooms, and gathering area. The maximum building height for an accessory building is 20ft but a full-size basketball court requires 23ft. We would need to spend money to combine the lots, and have electricity and water connected to this new structure (plus deal with any drainage issues). Estimated cost would be \$1 million plus, depending on storm drainage issues. After lengthy discussion, the plan is to wait for the new Youth Director to start and investigate renting facilities on an as needed basis from local churches who have such facilities or from the community.

5. Andrew ministers needed at the 10:30 am service due to the growing number of attendees.
6. Outdoor services are planned for September.
7. The new member class in May will be held after the 10:30 am service and include lunch.
8. Pastor Bob made an executive decision to end the 8 am service beginning the week after Easter.
9. In May, the Leadership Board will hold a meeting for the congregation to begin discussions on joining Global Methodist Church (GMC) organization. Education on the GMC and some of their policies would be presented with the opportunity for questions and concerns to be expressed.

### **Old Business:**

1. **Building / Grounds:** Numerous updates for this month.
  - New Carpet: Installation begins on August 11<sup>th</sup>.
  - Bathroom Renovations: The church has only 1 ADA bathroom located by the choir room. The proposed modifications and remodeling of the men's/women's bathrooms on both the ground level and main level would include 1 ADA stall for each bathroom. The women's bathroom would have the same number of stalls (four) with the last stall being ADA compliant. The men's room would obtain an additional stall (ADA compliant for a total of 2 stalls) and keep the 2 urinals with remodeling of the layout for additional privacy. Both bathrooms should have changing stations, but we will get further clarification on this. One foot of space would need to be taken from the classroom that connects to the women's bathroom to complete these renovations. No quote on cost has been received yet.
  - Elevator Study: A pre-construction survey was obtained showing the best location, with the least cost/construction, would involve building the elevator shaft from the outside entrance behind the church, to the right of the playground (entrance used by the youth group). The elevator would open onto the main level in the hallway located where the large copier/printer is maintained. No final estimates for the cost yet but just the elevator alone costs approximately \$185K without construction/installation fees and takes an estimated 6 months to be delivered. A quick search of available grants ranges between \$2,500-\$3,000.
  - One of the church's rooftop HVAC units is too close to the edge of the roof and our maintenance servicing company will not service it any longer without a railing. They are offering to share half the installation fee but would cost the church \$5,000 for installation. We will be obtaining other quotes to fix this issue. We cannot just move the unit due to the duct work and steel work.

### **Closing:**

1. **State of the Church:** The church is in a strong place. Attendance is up with 101 attendees at the 10:30 am service. The new podcast continues to do well. Mark Denton, the new Youth Group Director, starts on May 18<sup>th</sup>. Seven members of the congregation are going to Romania at the end of April. Springbrook Community has 12 women who have faithfully

watched the 10:30 am service weekly broadcast. The Youth Confirmation will be on May 11<sup>th</sup>.

2. Dave Yoder closed the meeting at 8:37 pm.

## **Aldersgate Church - Leadership Board Meeting**

### **April 22, 2025**

**Leadership Board in attendance:** Dave Yoder, Nancy Mosella, Kevin Hoffman, Randy Campbell, Ryan Wilt, Nate Baum, Bob Winters, Desirre Buck, Kristine Hackett, Kent Springman, David Pater, Mike Staley, and Jeff Payne. Absent: Lydia Kelley. No replacement for England Reyes at this time.

**Congregants and Staff:** Jennifer Rager. Absent: Pastor Bob Kaylor and Pastor Jeff Markey.

1. Dave Yoder called the meeting to order at 6:35 pm.

#### **New Business:**

##### **1. Financial:**

- The current line of credit balance is \$13,641.10 with last month's interest payment only \$163.
- The Easter offering collected approximately \$500 in tithes.
- Church has received \$13,993.12 less in tithings compared to this time frame in March 2024 (Easter was in March last year).
- January to March 2025 Total Revenue (tithes/offerings, preschool tuition, endowments and other designated income) was \$430,433.06 with Total Expenditures of \$431,089.93, resulting in -\$656.87 Net Revenue.
- Overall, we are slightly over budget compared to tithes.
- Again, several high-end purchases occurred in March to include podcast studio equipment, one laptop, Mac Studio, 1/3 of new carpet deposit paid, first insurance disbursement, and \$15K for missions.

2. **Bulletin Update:** Bulletins are printed on 8.5"x14" paper, with each sheet resulting in 4 pages per copy. Colored copies for the bulletins are \$0.05 per page with bulletins averaging \$0.40 or more plus the additional cost of paper. Several future options were discussed to include increased use of QR code on the screens, a single sheet with main events for the month, print out of house (higher costs), QR code on large stand as you walk into service to scan for the bulletin. The current decision is to print 50 copies and discuss further solutions to reduce cost/waste.

3. Mirana Moland request discussed during Executive Session.

#### **Old Business:**

##### **1. Building / Grounds:** Several updates for this month.

- New Carpet: Installation begins on August 11<sup>th</sup> through August 22<sup>nd</sup>. Church staff will be working from home during this time.
- Dave Yoder met with Jamie from Spangler and Boyer regarding the OSHA requirements for a railing due to the HVAC unit on the roof being 28 inches from the edge of the roof. Spangler and Boyer can install a 30-foot-long railing across the edge of the roof, starting at the middle of the HVAC unit and extending out 15 feet on either side of the unit for \$3K. The entire roof is 85 feet long and would cost \$7,500 for railing to run the entire length of the roof. So far, the church's building expenses are 24% for the quarter and

there is a small amount of funds left after spending approximately \$32K on the new carpet. Deana is trying to get two more quotes for comparison. Ryan and Nate will research lower cost options that still meet the OSHA requirements. There is a consensus in the Leadership Board to do something about this issue.

- Bathroom Renovations: The church has 2 single ADA bathrooms, with 1 on the first floor and 1 in the basement. Both require minimal changes to meet current ADA standards. If the men and women's bathrooms on the basement and first floor are updated without an ADA stall, the women's bathroom would still have 4 stalls but not have to modify any walls, thus saving a lot of money. The men's room would gain a stall and have more privacy for urinal usage. Further information regarding changing table(s) location is needed with this updated plan. Next step is to interview 3 general contractors with 3 quotes to consider, do minimum drawings and obtain the permits needed for these projects. Another concern is when to do this project – is a certain time of year better and should everything be torn apart at the same time?
- Elevator Study: Diane, representative for Aldersgate's Preschool, read a statement from Lisa Murr regarding concerns of losing some of the outdoor play area for the construction of the proposed elevator. The fenced area of the playground includes a section of grass which the preschool utilizes for picnics and other outside activities. The preschool is concerned about the loss of this area to accommodate the elevator. The pre-construction elevator survey would take a 12 feet x 9 feet area (12 feet back to the building and 9 feet from the sidewalk). There is a possibility the play area could have grass added to some of the mulch area to regain some grassy section.

2. Open Meeting for May Discussion: Randy Campbell, Bob Winters, David Pater, and England Reyes are meeting this week to plan for the Global Methodist Church (GMC) discussion with the congregation. The Leadership Board is considering meeting on May 27<sup>th</sup> from 6:00-7:00 pm for the regular meeting, then holding a Town Hall to discuss these items:

- Consideration of joining the GMC
- Discuss 2025 and 2026 building improvement projects
- Missions update
- Congregational Engagement

### Closing:

1. **State of the Church:** Pastor Bob's bible study series was well received. The Tech Team has control of the Microsoft 365 accounts now, moved the firewall, changed the back-up system on the doors and Ringtone is working well so far. Treysta is willing to serve as a backup IT vendor for more complicated issues. Missions team to Romania had a slight delay with their flight but everything seems to be going well.
2. Ryan Wilt motioned to adjourn meeting and transition to Executive Team only session. Mike Stanley second the motion and the open Leadership Board Meeting ended at 8:02 pm.
3. Dave Yoder closed the executive session meeting at 8:20 pm.

## **Aldersgate Church - Leadership Board Meeting**

### **May 27, 2025**

**Leadership Board in attendance:** Dave Yoder, Nancy Mosella, Kevin Hoffman, Randy Campbell, Ryan Wilt, Nate Baum, Bob Winters, Desirre Buck, Kristine Hackett, Kent Springman, David Pater, Mike Staley, and Jeff Payne. Absent: Lydia Kelley. No replacement for England Reyes at this time.

**Congregants and Staff:** Pastor Bob Kaylor, Pastor Jeff Markey, and Jennifer Rager.

1. Dave Yoder called the meeting to order at 6:02 pm. Pastor Bob opened the meeting with a prayer.

#### **New Business:**

##### **1. Financial:**

- The current line of credit balance is \$12,341.00.
- From January to April 2025, the net revenue was -\$11,531.43.
- The church received \$17,000 less in tithings compared to this time frame in April 2024.
- Currently, the church has \$237,000 in our bank account.
- Final carpet bill is due soon (only paid 1/3 of bill). Funds are already designated for Memorial Garden.
- Jennifer is tracking stripe versus tithing envelope usage.

2. **2026 Children's Director Conference:** Lisa Murr wants to attend the 2026 conference scheduled for January 2026 in Florida. A new line item for conferences will be added to her budget and funds for the conference will come out of her budget.

3. Rachael Miller was interviewed by the Amazing Adventures Preschool Executive Board for the open position of Teacher Assistant in the 2s room. The Leadership Board voted via email on April 29th, approving her hire.

#### **Old Business:**

##### **1. Building / Grounds:**

- Spangler and Boyer completed their annual inspection of Aldersgate's HVAC units, noting that several units need service updates for an estimated \$4,300. No other cost-effective options are available regarding the railing for the HVAC unit on the roof being 28 inches from the edge of the roof. As stated in previous meeting minutes, Spangler and Boyer can install a 30-foot-long railing across the edge of the roof, starting at the middle of the HVAC unit and extending out 15 feet on either side of the unit for \$3K. The entire roof is 85 feet long and would cost \$7,500 for railing to run the entire length of the roof. There is a consensus in the Leadership Board to do something about this issue. So far, the church's building expenses are 24% for the 1<sup>st</sup> quarter and there is a small amount of funds left after spending approximately \$32K on the new carpet
- Bathroom Renovations: Baseline estimate for remodeling both the upper and lower men's and women's bathrooms would be approximately \$261,861. Again, the men's bathroom

would gain a stall and have more privacy for urinal usage. The women's bathroom would keep their 4 stalls but have updated features.

- Elevator Study: Nate Baum obtained a rough estimate to provide Aldersgate with an idea of potential cost for this project. Based on our current sketches/survey of installing an elevator at the back of the building, the estimated cost would be \$659,042. Once the project is approved, then we can obtain a more definitive price. In addressing the concerns from the preschool regarding the pre-construction elevator survey showing a section of 12 feet x 9 feet area (12 feet back to the building and 9 feet from the sidewalk) required for the construction of the elevator and potential loss of grass area in the preschool playground, Nate took a closer look at the play area. We could take a 1-foot strip of mulch and replace with grass in the preschool play area. We need to research the biannual/annual cost for servicing and inspecting an elevator.

2. The task force report for the Global Methodist Church (GMC) affiliation was distributed to the board members. Aldersgate was paying UMC approximately \$10,000 per month or \$119,000 annually. GMC affiliation requirement is paying 4% of church's income from general tithings only. Aldersgate's 2025 estimated cost to join GMC would be \$36,271.72 based Aldersgate's 4% income and \$51,443.48 to include clergy pension and health insurance. Aldersgate will need to supplement from the budget or increase tithings to cover this added expense. Funds were shifted to missions after UMC disaffiliation, and the leadership board may need to vote on shifting some of those funds toward GMC affiliation.

**Closing:**

1. **State of the Church:** No additional comments.
2. Ryan Wilt motioned to adjourn meeting and Kent Springman second the motion. The Leadership Board Meeting ended at 6:39 pm.
3. Leadership Board moved to the Sanctuary for the Aldersgate Town Hall meeting to discuss consideration of joining the GMC, 2025-2026 building improvement projects, mission updates and congregational engagement.

## **Aldersgate Church - Leadership Board Meeting**

### **June 24, 2025**

**Leadership Board in attendance:** Dave Yoder, Nancy Mosella, Kevin Hoffman, Bob Winters, Desirre Buck, Lydia Kelley, Kristine Hackett, and David Pater. Absent: Randy Campbell, Ryan Wilt, Nate Baum, Kent Springman, Mike Staley, and Jeff Payne. No replacement for England Reyes at this time.

**Congregants and Staff:** Pastor Bob Kaylor, Pastor Jeff Markey, Jennifer Rager, and Deana Fornoff.

1. Dave Yoder called the meeting to order at 6:28 pm. Next month Bob Winters will chair the meeting while Dave Yoder is out of town. Pastor Bob opened the meeting with a prayer and introduced the next sermon series “Greeters from Patmos: Postcards to the Church in Revelation”.

### **New Business:**

#### **1. Financial:**

- The line of credit has been paid off.
- From January to May 2025, the net revenue was a loss of \$21,931.20.
- As of June 24<sup>th</sup>, when comparing June 2024 vs June 2025 tithings, the church received \$16,078.94 less in tithings.
- Congregation members shift regular tithes to special requests (i.e. missions).
- Health insurance renewal for staff coming soon. Options are being reviewed to keep as much of the benefits as possible but not increase costs.
- Commercial insurance renewal is also coming soon. Need to include some missing liability items.
- Information is coming regarding the budget for next year. Will look at expenses for Global Methodist Church (GMC) affiliation, if the congregation decides to join GMC.

2. **Aldersgate Parking Lot Pickleball Project:** The Youth Group has requested to paint 2 pickleball courts and a four-square court onto the parking lot area behind the dumpsters by the basketball nets at the cost of 11 parking spaces for \$130-\$199. Each pickleball court will be 48ft x 20ft and the four-square court will be 10ft x 10ft. The nets and equipment will be wheeled out and put away after each use. Bob Winters motioned to approve this project and Desirre Buck second the motion. The motion was approved by the board members present. Deana will contact the township to discover if there is a certain requirement for the number of parking spaces for Aldersgate Church.

### **Old Business:**

#### **1. Building / Grounds:**

- The Memorial Garden project begins on Monday, June 30, 2025. The east entrance will be used to bring in equipment, supplies, etc.
- The carpet installation and painting of doorways is happening later this summer.
- Eleven of 21 Fellowship Hall house lights have gone out. Stage Masters has not replaced them. We have been offered refurbished parts for replacement but do not want to use this

option. The house lights are approximately 5 years old and are past their warranty. We may need to initiate a lawsuit.

- Church finances were reviewed to fund the Spangler and Boyer project to install the railing for the HVAC unit on the roof located 28 inches from the edge of the roof. Miscellaneous repairs/maintenance budget has \$5,000 available to cover this cost. As stated in previous meeting minutes, Spangler and Boyer can install a 30-foot-long railing across the edge of the roof, starting at the middle of the HVAC unit and extending out 15 feet on either side of the unit for approximately \$3,000.
- Bathroom Renovations and Elevator Study: The Leadership Board is still discussing plans for these two projects with the potential bathroom renovations in 2026 and elevator in 2027. We are looking at pulling the annual endowment funds and place them in a “holding” status within the church budget for future use towards these projects. The plan is to start two funds with target dates for each project. This information will be shared in the bulletin and E-blast. Again, baseline estimate for remodeling both the upper and lower men’s and women’s bathrooms would be approximately \$261,861 and the estimated cost for an elevator based on our current sketches/survey would be \$659,042.

**Closing:**

1. **State of the Church:** Vacation Bible School is going well. Mark had a large youth turnout during last Sunday night’s youth event. Mark is also meeting with college-age members. A wedding was held in the sanctuary on June 14<sup>th</sup>.
2. The Aldersgate Task Force has not presented to the Leadership Board their findings on the GMC affiliation. We plan to have the committee present at the next meeting and have a couple more Town Halls for the congregation to vote for GMC affiliation before the end of the year.
3. The Leadership Board Meeting ended at 7:58 pm.

## **Aldersgate Church - Leadership Board Meeting**

### **July 22, 2025**

**Leadership Board in attendance:** Randy Campbell, Ryan Wilt, Nate Baum, Kent Springman, Jeff Payne, Nancy Mosella, Bob Winters, Desirre Buck, Lydia Kelley, Kristine Hackett, and David Pater. Absent: Dave Yoder and Kevin Hoffman. Mike Staley has resigned. Will be looking for replacements for Mike and England Reyes.

**Congregants and Staff:** Pastor Bob Kaylor, Pastor Jeff Markey, Jennifer Rager, and Deana Fornoff.

1. Bob Winters called the meeting to order at 6:30 pm. Pastor Bob opened the meeting with a prayer and discussed future sermon series with Wesleyan way in the Fall and the book of Acts in the Spring (Easter).

#### **New Business:**

##### **1. Financial:**

- As of the end of June 2025, the church has a deficit of \$20,735.
- June 2025 tithes were up \$13,000 compared to June 2024.
- When looking at the tithing so far for 2025, the church received \$6,500 less in tithings when compared to previous year.
- Plan to have the 2026 draft budget available in August.

**2. Sexual Misconduct Insurance Policy:** The sexual misconduct commercial insurance was due for renewal on June 15<sup>th</sup>. The insurance company had several questions regarding requirements which Aldersgate is not meeting to maintain the coverage of \$1 million per claim/\$3 million total coverage. Without meeting these requirements, our coverage would decrease to \$500,00 per claim/\$1 million total coverage.

- Aldersgate needs to create a policy on how we handle a sexual misconduct incident.
- Aldersgate's current policy requires volunteers and staff to complete training every 5 years. The insurance company requires training yearly for the higher coverage limits. Training is offered online and takes approximately 1 hour to complete. Aldersgate has approximately 73 volunteers who work with children. Mark Denton will be given the information on the volunteers and will track their training.
- Insurance company wants reference checks for volunteers.

Randy made a motion for Aldersgate to complete the requirements to have sexual misconduct insurance policy coverage for \$1 million per claim/\$3 million total coverage. Ryan Wilt second the motion. Motion unanimously approved.

**3. Recommendation from the Next Steps Committee on GMC:** The Task Force on Denominational Affiliation, consisting of Randy Campbell, Bob Winters, England Fletcher-Reyes, David Pater, David Hoffman, and David Yoder, presented their report and recommendation to join Global Methodist Church (GMC). Information was shared regarding the goal of discernment, the five non-negotiables, remaining independent, GMC history, differences between GMC and UMC, and what change would occur if Aldersgate joined GMC. Basic changes include the appointed clergy would be on conference health and pension plan. We would

pay 4% of our income to support denominational infrastructure (1% to general church and 3% to annual conference). Phasing of the 4% can take place over a couple years. Missions giving would be solely at the discretion of Aldersgate. Nancy Mosella motioned to accept the Task Force report for GMC denominational affiliation. Nate Baum second the motion. Motion unanimously approved. Next steps:

- Create GMC tab on Aldersgate website
- September 2025 - Town Hall meeting
- October 8<sup>th</sup> at 6:30 pm - Open meeting with Rev. Steve Taylor (Conference Superintendent for the GMC Northeast Conference) and Bishop Leah Hidde-Gregory of GMC
- November 2025 – Town Hall meeting
- December 2025 – congregation votes at Aldersgate Annual Church Conference

4. **Jeff Markey salary reviewed:** tabled for later date.

5. **Tuition Reimbursement Recommendation:** A tuition reimbursement recommendation was proposed for Mark Denton, Jr., in the amount of \$1,500 per semester for up to 5 semesters (total \$7,500) provided Mr. Denton remains employed by Aldersgate Church for 2 years. Randy Campbell made a motion for tuition assistance of \$1,500 per semester with the stipulation of 2 years of continuous employment to Aldersgate Church. Kent Springman second the motion. Motion unanimously approved.

### **Old Business:**

#### **1. Building / Grounds:**

- The Memorial Garden center piece has been completed, and the area has already been used.
- We are having HVAC issues with the unit that services Jennifer's office and surrounding area. The unit is past its warranty coverage, but Spangler and Boyer have not charged the church for frequent services to the unit. They are waiting on parts to fix the unit.
- Seven of the 20 Fellowship Hall house lights (ceiling lights) have gone bad since the beginning of the project. Two lights were nonfunctional when they were taken out of the box. Since then, five additional lights have failed. One was replaced under warranty. There are currently 2 lights that are not repaired awaiting disposition of the issue. The power supply of the lights burns up. The lighting company first offered to send us replacement parts from five reconditioned lights. We rejected that offer. Subsequent discussions have led to the company offering to send 10 new power supply units for the lights. We accepted that offer, reserving the right to legal action in the future. The company also tells us that the lights should be completely powered off each day. Normally the power supply remains energized, but the wall switches cut power to the bulbs. Stage Masters has proposed installing a system on a timer to cut the power to the lights completely each night, then restore the power to the units in the morning at no cost to us. Stage Masters are supplying equipment and labor for the installation. We agreed to the above for now. Stage Masters did the installation for the sanctuary, but the equipment was from another company, and we foresee no future issues.

- The door frames will be painted beginning on Monday, July 28<sup>th</sup> and the carpet installation will take place the week of August 11<sup>th</sup>. The church will be closed the week of the carpet installation but no impact to Sunday services.
- The first pickleball court has been painted on the back parking lot.
- Bathroom Renovations and Elevator Study: One donation of \$50 has been received for the elevator fund. No formal notification has been provided to the congregation regarding separate funds being available for donations for the elevator and bathroom renovations, but notifications will be shared via the bulletin and e-Blast. The Leadership Board is still discussing plans for these two projects with the potential bathroom renovations in 2026 and elevator in 2027. When 2024 allocations from principal funds are transferred to their respective interest funds, we can use the accumulated interest from two endowment funds, the General Purpose Trust (\$78,653.15) and the Marian Bidelman Memorial Trust (\$49,264.91) for a total of \$127,918.07 for either or both projects. The trusts are currently invested in portfolios with approximately 60% in stocks and 40% in fixed income investments. It was discussed that the money remains in those portfolios, rather than being transferred to Aldersgate's bank accounts, until closer to when they are needed to finance the projects. Again, baseline estimate for remodeling both the upper and lower men's and women's bathrooms would be approximately \$261,861 and the estimated cost for an elevator based on our current sketches/survey would be \$659,042.

**Closing:**

1. **State of the Church:** An outdoor church service is planned for September 7<sup>th</sup> at 10:00 with a church picnic. We continue to have new visitors every week. Pastor Bob will be on vacation from August 12<sup>th</sup> – 27<sup>th</sup>.
2. The Leadership Board Meeting ended at 8:03 pm.

## Aldersgate Church - Leadership Board Meeting

August 26, 2025

**Leadership Board in attendance:** Dave Yoder, Randy Campbell, Ryan Wilt, Kevin Huffman, Lydia Kelley, Nate Baum, Kent Springman, Jeff Payne, Bob Winters, Desirre Buck, Kristine Hackett, and David Pater. Absent: Nancy Mosella. No replacements for Mike Staley and England Reyes yet.

**Congregants and Staff:** Pastor Jeff Markey, Jennifer Rager, and Deana Fornoff.

1. Dave Yoder called the meeting to order at 6:31 pm. Pastor Jeff opened the meeting with a devotional, stating the church is in a position of strength since the disaffiliation and able to look with clear eyes towards possibly joining with another organization.

### New Business:

#### 1. Financial:

- As of the end of July 2025, the church has a deficit of \$9,758.03.
- July 2025 tithes were up \$13,000 compared to July 2024.
- August tithes broke even when compared to August 2024.
- When looking at the overall tithing for 2025, the church is up \$14,000.
- For 2025 budget, the church needs \$17,700 a week in tithings to meet church expenses, with the church currently averaging \$16,288 a week. For the 2026 budget, church needs \$18,030 a week in tithing to meet budget requirements.
- Final payment (\$20,000) to Wecker's Flooring Center LLC dispersed.
- Draft budget created with estimated 3% salary increase for core staff members. Salaries represented 52.4% of the budget. The goal is to have the budget approved no later than the October meeting.
- GMC is flexible if we accept affiliation with them to at least initially keep current health insurance and costs. Current health insurance costs are \$1,264 per month but would increase to \$1,958 a month under GMC (additional \$8,300 a year).

2. Jessica Herbst approved as Teacher's Assistant in the Afternoon 4s Class for the Amazing Adventures Preschool. Vote conducted via email on August 12, 2025.

3. The following are upcoming Aldersgate Church meetings:

- September 22<sup>nd</sup> at 6:30 pm - Town Hall Meeting
- October 8<sup>th</sup> at 6:30 pm - Open meeting with Rev. Steve Taylor (Conference Superintendent for the GMC Northeast Conference) and Bishop Leah Hidde-Gregory of GMC
- November 18<sup>th</sup> at 7:00 pm - Aldersgate Annual Church Conference

4. **Mission Committee:** Committee sends donations to preschool in Ghana and India Knit Kids. Now that the Mission's checking is handled along with other activities at Aldersgate, we are working to adopt the prior methods used to match the official Aldersgate Financial Policy.

Jennifer Rager, Randy Campbell, and Bob Winters are reviewing IRS policy regarding payments to overseas charities.

5. Recommendation from the Next Steps Committee on GMC: The Leadership Board reviewed the GMC Book of Doctrines and Disciplines, which Pastor Bob emailed last month. Pastor Jeff can change his ordination to GMC after taking a couple classes. Randy Campbell motioned to recommend to the Aldersgate Church affiliation with GMC. Bob Winters second the motion. Motion unanimously approved.

6. **Sexual Misconduct Insurance Policy:** The Aldersgate Church Youth Ministry Policy has been revised by Mark Denton to meet the requirements to maintain our coverage of \$1 million per claim/\$3 million total coverage. Without meeting these requirements, our coverage would decrease to \$500,00 per claim/\$1 million total coverage. The Leadership Board will discuss these updates at the September board meeting and vote on approval of the revised policy.

### **Old Business:**

#### **1. Building / Grounds:**

- New carpet installation and painting of doorways completed. Jennifer Rager/Lisa Murr office painted for an additional \$950.
- An anonymous donation was received which covered the cost for the HVAC safety railing.
- We have continued to have off and on HVAC issues. Spangler and Boyer did not charge us for service calls. The cost for two new HVAC units was added to the 2026 budget in the event we need replacements.
- The tree in the Memorial Garden is being assessed due to the tree roots potentially affecting the church foundation.
- We are having some water issues with some eaves which are being looked at.
- Bathroom Renovations and Elevator Study: One donation of \$50 has been received for the elevator fund. No formal notification has been provided to the congregation regarding separate funds being available for donations for the elevator and bathroom renovations, but notifications will be shared via the bulletin and e-Blast. At the September Town Hall meeting, the Leadership Board will express our intention to focus on the bathroom renovations in 2026. Again, there are two endowment funds, the General Purpose Trust (\$78,653.15) and the Marian Bidelman Memorial Trust (\$49,264.91) for a total of \$127,918.07 that is available to use for this project. As previously stated, the baseline estimates for remodeling both the upper and lower men's and women's bathrooms would be approximately \$261,861 and the estimated cost for an elevator based on our current sketches/survey would be \$659,042.

### **Closing:**

1. **State of the Church:** An outdoor church service is planned for September 7<sup>th</sup> at 10:00 with a church picnic. Both Pastor Jeff and Mark Denton were able to provide Sunday sermons this month during Pastor Bob's two-week vacation.

2. Ryan Wilt motioned to end Leadership Board meeting to transition to the Executive Staff meeting. Kent Springman second the motion. Motion unanimously approved. The Leadership Board Meeting ended at 8:19 pm to transition to Executive Staff meeting.
3. Returned to general session at 8:35 pm. Nate Baum motioned to extend Pastor Jeff Markey's contract from August 1, 2025 to December 31, 2025 to enable his contract to be on the same cycle as the other staff members. David Pater second the motion. Motion unanimously approved.
4. Bob Winters motioned to close general session. Ryan Wilt second the motion. Motion unanimously approved. Leadership Board meeting ended at 8:39 pm.

## **Aldersgate Church - Leadership Board Meeting**

### **September 23, 2025**

**Leadership Board in attendance:** Randy Campbell, Ryan Wilt, Kevin Hoffman, Lydia Kelley, Nate Baum, Nancy Mosella, Jeff Payne, Bob Winters, Desirre Buck, Kristine Hackett, and David Pater. Absent: Dave Yoder and Kent Springman. Nancy Mosella. No replacements for Mike Staley and England Reyes yet.

**Congregants and Staff:** Pastor Bob Kaylor, Jeff Markey, and Jennifer Rager.

1. Bob Winters called the meeting to order at 6:31 pm. Pastor Bob opened the meeting with a devotional and Bob Winters said a prayer.

#### **New Business:**

##### **1. Financial:**

- From January through August 2025, the church has a deficit of \$13,700.
- Tithes for August were up \$25,000.
- So far, September tithing down \$38,000 when compared to September 2024.
- Bathroom renovation fund has \$930.30 in donations.
- Elevator fund has \$100.00 in donations.

2. **2026 Estimated Wages Budget:** Pastor Jeff Markey was excused from the meeting during the discussion of the estimated 2026 wages. The 2025 estimated wages total \$437,896.00. For 2026, the estimated wages are \$444,974.74 based on a 3% pay raise for qualifying staff members. (Staff members must have been employed for at least one year to qualify for a pay raise). Further discussion occurred regarding keeping the 2026 wage increase to \$10,000 or less by potentially having a 2.5% pay raise to qualifying staff members and utilizing the remaining funds to distribute bonuses to the employees who have excelled within their position. Jennifer will send the remaining 2026 estimated budget to the Leadership Board members via email. Board members will review, email any questions or concerns, and be prepared to vote on the 2026 budget at the October meeting. To meet the required funds for the 2026 budget, Aldersgate will need to have an average of \$17,700 a week in tithings. Currently, we average \$16,565 in tithings weekly. Jennifer works with the church staff to limit supplies and additional costs based on the tithes coming in. Additionally, a dialogue on pay scale ranges for church positions was discussed. Pastor Bob suggested subscribing to Church Salary website (\$189 annual fee), which provides nationwide up-to-date reports on salary range, compensation trends, cost of living comparisons, and more for church staff positions.

3. **Preschool Addendum:** Aldersgate Church Preschool Staff addendum to the Employee Handbook was reviewed with no additional changes recommended. Ryan Wilt made a motion to approve the document conditional upon a review of the addendum to ensure language and style compatibility with the current Aldersgate Employee Handbook. If any conceptional or substantial structural changes are needed, then the changes will require presentation to the Leadership Board for further approval. Randy Campbell and Lisa Murr will perform the review. Randy Campbell second the motion. Motion unanimously approved.

**4. Youth Ministry Policies:** The Aldersgate Church Youth Ministry Policies have been revised by Mark Denton. After reviewing the updates, it was noted the policy is still missing several of the insurance company's requirements to meet the stipulations to maintain our sexual misconduct insurance coverage of \$1 million per claim/\$3 million total coverage. Again, without meeting these requirements, our coverage would decrease to \$500,00 per claim/\$1 million total coverage. Those missing requirements include who is to report any sexual misconduct claims to the insurance company, who is going to follow up on such claims, who is to maintain any records, etc. Randy Campbell made a motion to approve the Aldersgate Church Youth Ministry Policies as written with additional modifications needed to meet the requirements of the insurance company for safe sanctuary enforcement. David Pater second the motion. Motion unanimously approved. Additionally, Jennifer cleared with the insurance company that any staff employee under the age of 25 can drive any church owned vehicle.

5. The following are upcoming Aldersgate Church meetings:

- October 8<sup>th</sup> at 6:30 pm - Open meeting with Rev. Steve Taylor (Conference Superintendent for the GMC Northeast Conference) and Bishop Leah Hidde-Gregory of GMC
- November 9<sup>th</sup> at 11:45 am - Aldersgate Annual Church Conference. Date changed from November 18<sup>th</sup> at 7 pm to obtain a higher number of attendees since several church members do not like to drive in the evening hours.

**Old Business:**

1. **Building / Grounds:** No updates or concerns noted.

**Closing:**

1. **State of the Church:** The Town Hall last night (September 22, 2025, from 6:30-7:30 pm) went very well. Pastor Bob reviewed the presentation on denominational affiliation again and addressed any questions or concerns.

2. Lydia Kelley motioned to close the meeting. Bob Winters second the motion. Motion unanimously approved. Leadership Board meeting ended at 7:47 pm.

## **Aldersgate Church - Leadership Board Meeting**

### **October 28, 2025**

**Leadership Board in attendance:** Randy Campbell, Ryan Wilt, Kevin Hoffman, Lydia Kelley, Nate Baum, Nancy Mosella, Jeff Payne, Bob Winters, Desirre Buck, Kristine Hackett, David Pater, and Kent Springman. Absent: Dave Yoder. No replacements for Mike Staley and England Reyes yet.

**Congregants and Staff:** Pastor Bob Kaylor, Jeff Markey, Jennifer Rager, Deana Fornoff, Jeff Lewis, Jerry Bowman, Elizabeth (Libbet) Bowman, and Leigh Burke.

1. Bob Winters called the meeting to order at 6:28 pm. Pastor Bob opened the meeting with a prayer and devotional.

#### **New Business:**

##### **1. Financial:**

- September tithes down \$24,000 compared to September 2024.
- Church had many donation requests for Youth and Missions recently.
- As of October 23<sup>rd</sup>, we have \$11,000 less in tithings compared to October 2024.
- October is an extra salary payment month.
- Third quarter expenses included the community picnic, youth room renovations, and small expense for Romania trip.
- Church has contractual payments to cover in the 1<sup>st</sup> quarter of 2026.
- Bathroom renovation fund has \$1,200 in donations.
- Elevator fund has \$1,800 in donations.

2. **2026 Aldersgate Budget:** The Leadership Board reviewed the budget in September, which does not include any GMC expenses. Jennifer discussed the budget again, stressing this is an estimate but she has built in additional funds in case of maintenance issues or other unforeseen expenses. If we affiliate with GMC, we will receive a waiver for the apportionment funds in 2026. Thus, the only budget impact in 2026 is the additional \$12,810.44 for clergy health insurance and pension. The apportionments can be phased in over the following four years to reach the 4% requirement. To meet the required funds for the 2026 budget, Aldersgate will need to have an average of \$17,700 a week in tithings. Jennifer works with the church staff to limit supplies and additional costs based on the tithes coming in. Ryan Wilt motioned to approve the 2026 Aldersgate Budget as presented by Jennifer. Randy Campbell seconded the motion. Motion unanimously approved.

3. Multiple church policies approved.

- No Smoking Policy and No Skateboarding Policy: Nancy Mosella motioned to approve these policies as written. Desirre Buck second the motion. Motion unanimously approved.
- Safe Sanctuary Policy: Randy Campbell motioned to approve this policy as previously submitted. David Pater second the motion. Motion unanimously approved. Jennifer will submit the updated approved policy to the church insurance company and they should increase our insurance policy coverage to \$1 million per claim/\$3 million aggregate limit.

**4. Preparation for November 9, 2025 Church Conference:** Jerry Bowman represented a number of congregation members and presented numerous questions regarding GMC and Aldersgate Church distributing information for members who do not have computer or internet access. All questions were addressed during the meeting and Pastor Bob provided a written response to these concerns. Nancy Mosella, Desirre Buck, and Kristine Hackett will distribute, collect and count the votes for the GMC affiliation decision. The final count will be shared with the congregation during the Church Conference. Bob Winters recommends the leadership team stand up prior to the vote and present a statement regarding us working for over 2 years toward this decision with pray over what HE (God) wants for his church. If the church votes for GMC affiliation, the 2026 budget will need to be updated and approved again.

**Old Business:**

1. **Building / Grounds:** No updates or concerns noted.

**Closing:**

1. **State of the Church:** A plaque was found in the basement listing church members who were killed in WWI. The plan is to place the plaque in the Memorial Garden. In early 2026, the congregation will be presented opportunities to serve in multiple areas of the church/missions.

2. Ryan Wilt motioned to close the meeting. Nate Baum second the motion. Motion unanimously approved. Leadership Board meeting ended at 7:48 pm.

## **Aldersgate Church - Leadership Board Meeting**

### **December 2, 2025**

**Leadership Board in attendance:** Dave Yoder, Randy Campbell, Kevin Hoffman, Nancy Mosella, Nate Baum, Bob Winters, Desirre Buck, Kristine Hackett, and David Pater. Absent: Ryan Wilt, Lydia Kelley, Kent Springman, and Jeff Payne.

**Congregants and Staff:** Pastor Bob Kaylor, Pastor Jeff Markey, Jennifer Rager, Angela Jones, and Jeff Lewis.

1. Dave Yoder called the meeting to order at 6:35 pm. Pastor Bob opened the meeting with a prayer and devotional.
2. Josh Wargo, our Presiding Elder of GMC East York District, discussed his role. This GMC region includes 13 states from Maine to Virginia. The Annual Northeast GMC Conference is scheduled for June 11<sup>th</sup>-13<sup>th</sup>, 2026.

#### **New Business:**

##### **1. Financial:**

- As of today, we have a \$57,000 deficit. Compared to this time in 2024, we were at a \$46,000 deficit.
- Average giving for 2024 was \$16,700 per week. Average giving for 2025 is \$16,100 per week.
- Tithes are higher when designated funds are lower.
- Recommendation is to be more intentional about our asking related to tithes.
- The budget will be revised with the GMC costs/apportionments added.
- Bathroom renovation fund has \$2,409 in donations.
- Elevator fund has \$2,150 in donations.

2. **Lay Leader Nomination:** Bob Winters motioned to nominate Randy Campbell as Lay Leader for Aldersgate Church. Kevin Hoffman second the motion. Motion unanimously approved.

3. **PTO / Employee Manual:** Jennifer Rager (Financial Administrator) and Penny Ness (Administrative Assistant) are part-time employees for Aldersgate. Both positions are 20 hours per week, with 10 days of PTO that includes sick days. Each PTO day is 5 hours. The Leadership Board discussed classifying these two positions differently and increasing the PTO to 14 days (70 hours). Penny works Monday thru Thursday from 9 am – 2 pm and Jennifer works Monday thru Thursday from 10 am – 3 pm. Kevin motioned to reclassify these two positions from operational staff to administrative staff with 14 days of PTO or 70 PTO hours. Bob Winters second the motion. Motion unanimously approved. A yearly review of the employee manual was recommended to revise general wording and keep the information current.

4. **Congregational Engagement:** During the annual Leadership Board retreat on January 17, 2026, the team will be looking at a variety of topics to include increasing congregational engagement, focusing on their time, talent, and treasure. Other items under consideration:

- Connecting both 9 am and 10:30 am service. Many congregates do not know or interact with members from different services.
- Focus groups to review policies and handbooks annually for any revisions.
- Missions and opportunities.
- Reframing concept of offering more broadly to time, talents, passions or services one can give back to the church.
- Telling / sharing more personal stories with congregation.
- Underutilized small groups to fulfill needed gaps in church / mission operations.
- Need to tap into the Youth Group more.
- Find a liaison with local school districts to find opportune times for youth involvement in church events.
- Develop follow-up when new visitor attends our services.

**5. Membership Review:** A list of 33 Aldersgate members who have not checked in for a Sunday service for 2025 or provided any tithes during the year was provided to the Leadership Board for review. The GMC Doctrine and Discipline has a process to reach out to these individuals and potentially remove them as members. Congregates will need to vote at the church conference to remove members who are not attending church services or have documented tithes for the past year.

**Regular Business:**

**1. Building / Grounds:**

Fellowship Hall lighting issues: The following is a quick summary of the lighting issues previously mentioned in July 2025 board meeting. Seven of the 20 Fellowship Hall house lights (ceiling lights) have gone bad since the beginning of the project. Two lights were nonfunctional when they were taken out of the box. Since then, five additional lights have failed. One was replaced under warranty. There were 2 lights not repaired, awaiting disposition of the issue. The power supply of the lights burns up. The lighting company first offered to send us replacement parts from five reconditioned lights. We rejected that offer. Subsequent discussions have led to the company offering to send 10 new power supply units for the lights. We accepted that offer, reserving the right to legal action in the future. The company also tells us that the lights should be completely powered off each day. Normally the power supply remains energized, but the wall switches cut power to the bulbs. Stage Masters had proposed installing a system on a timer to cut the power to the lights completely each night, then restore the power to the units in the morning at no cost to us.

Since July 2025, Stage Masters has turned the power source off when not in use. The manufacturer met Stage Masters halfway on the cost for the power supplies, relay panel and light repair; costing Stage Masters \$4,726.56. Stage Masters is willing to waive the cost of labor but is asking to recoup 50% of their costs. Randy Campbell requested Aldersgate pay Stage Masters \$2363. The Board decided to have Stage Masters submit an invoice for \$2363 and we would reimburse that amount. No motion or vote required.

Again, Stage Masters did the installation for the sanctuary, but the equipment was from another company, and we foresee no future issues. This company has assured Stage Masters this is not something to expect from their products and they have a 10-year warranty.

**Closing:**

1. Bob Winters motioned to close the meeting. Randy Campbell second the motion. Motion unanimously approved. Leadership Board meeting ended at 8:09 pm.