



Admin Board Meeting

February 28, 2022

South Campus Choir Room

Admin Board meeting started at 7:05 with Pray for Success: Genesis 24: 1-67

- o Abraham tasks his servant to go to his homeland and find a wife for Isaac
- o The servant is not to take Isaac out of Canaan.
- o This is important because Isaac is the only heir to the promise of God
- o The servant does his homework on where to start his search
- o The servant asks God for success in a specific prayer
- o Let's pray for the success of God's work through us this year

Followed by opening prayer from Eddie Fletcher

Minutes from our last meeting on January 28, 2022 were approved

Next Meeting – 28TH

Ministry Area Reports

Trustees – Adam Glass

- Roof settlement – Installing next week:
All of Building C / 1/5 Gathering Place / 4/5 Building A left @ cost of \$80,000
- N. Campus sidewalk – Closed due to sink holes
- Day of Service - March 27

Finance – Darren Frost

- 2021-2022 (January): **\$168,5800** in giving and **\$150,130** in expenses.
- YTD: **\$1,193,956** in giving and **\$1,125,793** in expenses.
- Cash position remains strong and positive.

Alicia Iles – Children’s Ministries

- Winter Ball – Focus on Young Families
- Wonderfully Made – 25 Attendees
- dwCrew Party March 27 at Big Air – 3-5 graders
- VBS planning
- Summer Camp Planning

Pre-School – Shelly Kubek

- 2022- 2023 Enrollment is ongoing. Most of our classes are full. We are exciting and praying over our new families and returning families.
- Preschool Board and Trustee have approved new floors and paint in the kindergarten area. This project will start on May 23rd.
- Program Highlight
 - **STREAM** (science, technology, engineering, arts, and mathematics)
 - 2 year olds to 1st grade
 - Hands on exploration
 - Each class meets once a month
- New LVP flooring coming soon
- May 23rd painting walls

Youth Ministries- Lora Parker-Gayler

Since our last meeting

- High School Ski (22 attendees) and Disney (32 attendees) were both great
- Confirmation Class of 5 older students
- Youth Center Bathroom floors and toilets replaced – both replaced
- Quotes from Painters for Youth Center Touch ups - 2 Bids from Trustees

Upcoming Excitement:

- Music Movies and More Youth Choir Fundraiser: March 13
- Spiritual Life Retreat at Camp Glisson Mar 18-20
- Our Senior Leadership team is planning their own celebrations this year for the senior class!
Legacy night
- Step up Sunday
- Beach Trip Youth Conference June 13-17
- Planning Summer Activities

College Ministries – Pattie Pass

- Valentine’s Day cards were mailed
- Committee reached out to each student via text
- Final mailing and graduation cards will be mailed in April

Adult Education – Marianna Drinkard

- Sunday School attendance for Jan-Feb. averaged 113 per Sunday. We are staying above 100 so far in 2022!
- Small groups Jan-Feb averaged 24 per time. This is with 18 Bible study/support groups meeting, 7 of them only once a month. The groups range in size from 5 to 51.
- Still working on getting accurate reports from all groups that are meeting. Some do not use Church Center, so I’m trying to get them to email me whenever they meet and encouraging them to try Church Center for attendance.

- Interesting note: in 2009 we had 15 adult S.S. classes, 13 meeting at 9:45 and 2 meeting at 11:00. In 2022 we have 7 adult classes that meet at 9:45.

Women's Ministries – Kerri Casteel – Note: Kerri was not present: Mark Hellman filled in

- February Ladies Night out went well. 18 of the 23 registered came. Julia Broughton led us in making bracelets and we enjoyed a devotion, deserts and fellowship.
- March Retreat 11th-13th is full. We have 45 women attending.
- Women's Annual June Tea is being planned now. It will be held on Saturday, June 11th.
- October 7th - 9th is our Women of Joy Conference in Pigeon Forge. We have 14 slots available and 5 have already registered.
- Way Maker has two new babies. Our reach numbers through social media are increasing. Community outreach is growing both with work we are doing to help other non-profit women's programs and for Way Maker Women's Center.
- Good News: Couple living in their car with a young child has found stability through the wonderful efforts of this program. They are now living in an apartment.
 - Stich and Sallies made a quilt for this couple and their baby.....blessings!
 -

Methodist Men – Larry Sago

- Feb 25/26 - Men's Retreat – Great Trip with 35 attending!
- May 16th - Annual Golf Tournament
- May 20th - Deadline for Scholarship Applications
- July 10th - Scholarship, Awards Luncheon
- June, July, August - Habitat Build
- August 12th - BBQ Smoking
- October 22nd - Murphy Harpst Dinner
- November 21st - Turkey Fry/Smoke

Music Ministries – Christine Salazar

- CFA's "Matilda" is currently rehearsing!
- CFA Summer camps are on the calendar.
- CFA planning a summer musical
- Since January, adult choir has a couple of new members
- Rehearsals are ongoing and at this point working on music for lent and holy week
- Holy week will feature both a Maundy Thursday and a Good Friday service.
- Movies, Music, and More is March 13
- Youth Choir tour is May!
- Freedom Sunday is June 26!
- When the FLC projectors are updated, we will update this fuzzy, crooked, misaligned projector. AMEN!

Mission/Evangelism – Kerri Casteel / Mark Hellman

- New group of volunteers to do landscaping projects on a monthly basis
- Take a Hike Mission Project: Eddie Fletcher and crew to do random acts of love on Benton McKay Trail in spring and summer

- Teach Love: Jane Swanson is heading up. Provide support and love to local schools as well as the DWUMC Weekday Preschool
- Women's Bible Study at Intown Suites: Headed up by Gina Hill and Rita Schuchart. Monthly. First one will be Thursday, March 17 at 1:00 pm. Will need help with leading the devotions and providing activities for kids
- New Mission partner: International Sports Federation; Christian based organization that used sports and athletics to teach Christ's love. June 4-10 to Sweetwater, TN area to lead a multi sports camp.
- Ocoee Outreach: June 26. Guatemala: July 15-23. Costa Rica: September 26-30
- Easter Service at extended stay hotel. 1:00 pm. Small "unplugged" service

Media Ministries – Austin McMillan

- Projectors in Bldg. B
- New Camera setup in A
- Print Materials
- New landing page on website

Staff Parish Relations – Aaron Zerkle – Aaron was not present: David Campbell filled in

- We are updating the staff handbook and approving a process for the Pastor to approve holiday time off. For example, this July 4th week the church will shut down the offices for the week and give the staff time off without it taking away PTO days.
- This will be a nice incentive to add for the staff but allow the Pastor to have the discretion on when to use it.
- Next SPR meeting will be March 14th.

Stewardship – Bill Coffeen

- Bill expressing his gratitude and appreciation for the overwhelming response from the members of this committee and Due West United Methodist Church. Reaching out and helping those in need during challenging times.
 - As of January 1, 2022 estimates of household giving have increased by 22% which translates into an actual 33% increase in dollars pledged for the year.

Congregational Care – Lathem Postell

- Quarterly Meeting - March 8th
- Healing Service
 - Early Stages: Services April / August / September
- Get Engaged – Opportunity for visitors to get plugged in.

Below is email forwarded by Gordon from Lathem with info on Visitors Center

- I wanted to send you an email to let you know about something exciting that was shared at our Administrative Board Meeting last night. Starting this Sunday, 3/6, you will notice a new thing in each narthex called the "Visitor Center." This will be a specific location for folks that are new to the church to come and get more information and share their information with us. These "Visitor Centers" will be in a separate location than the Welcome Desk. You will notice their placement beginning this Sunday. At the Visitor Center there will be a visitor form that they can fill out as well as printed materials they can take home with information about the church.

- We hope that this will be a unique way for first-time visitors to feel welcomed at the church and give them a way to begin getting connected to various ministries of the church. Please be in prayer for the Visitor Center and all of those that visit Due West. The goal for our staff is that this is the first step in improving our discipleship paths for everybody at Due West. But, with the amount of new visitors that often attend during Lent and around Easter, we wanted to start with the

Visitor Center

- I share this information with you so that you are not surprised this coming Sunday. Rest assured that the Visitor Center will exist independently of our Usher Teams. This will not be an added responsibility of ushers. Instead, we will train new servants for this job. Ushers are certainly welcome to volunteer in this capacity, but it would need to be on a Sunday where they do not have any usher responsibilities. (i.e. somebody that regularly serves on the 1st Sunday Usher rotation would be more than welcome to volunteer at the Visitor Center on the 2nd, 3rd, or 4th Sunday). The rationale for this is that Visitor Center servants need to be stationed at the center the entire service, in the event that a visitor comes to the tables. For this reason, they would be unable to fulfill the other responsibilities that the ushers have.
- As for staffing the Visitor Center, the current plan is to have it manned by Church Staff for the month of March. Once the church has seen the Visitor Center this Sunday, I will begin emailing people in the congregation that are interested in potentially serving in this capacity. We will then have a meeting and training session for these new volunteers by the end of the month. The goal, then, is to have the Visitor Center staffed entirely by Church Members starting Sunday, April 3rd.
- Please pass this information along to your respective services. A Visitor Center will be in both buildings and will be open at every service. If an usher identifies someone as a visitor, or someone identifies themselves as a visitor, please direct them to stop by the Visitor Center. It is the best way for them to get connected and to hear back from the church. Furthermore, please be aware of people congregating at the Visitor Center. The Visitor Center is designed for people that are new to Due West. If you notice long-time Due West folks congregating at the Visitor Center, please encourage them to congregate elsewhere. We want our visitors to feel as though this is a place they can go to learn more about Due West and a place where their questions can be answered. The Visitor Center volunteers will be given the same instructions.

Info Sheets

- Starting this Sunday, 3/6, we will once again have printed communications for the congregation. This will be in the form of a "half-sheet" bulletin. The double-sided info sheet will have information about the scripture and sermon title as well as upcoming events at Due West. A full order of service will still be available in the Church Center app.
- While not exactly the same as the bulletins we have previously had, these will be printed weekly and available to be distributed prior to the service. These info sheets will be placed in the Narthex each week so that they can be distributed by the ushers on Sunday mornings. Again, while the format will look slightly different from previous iterations of the bulletin, the role of passing them out on Sunday morning will look the same as it has previously.
- As always, I am so thankful for all that you do to serve Christ at Due West. If you have any questions about either of these topics, please don't hesitate to send them my way.

Other Concerns

- Upcoming General Conference in August

Next Meeting


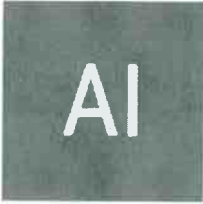






- Finance – March 21st
- Admin - March 28th

Pastors Report

- Lent... “Most important” focusing on the Great Commandment
- Healing service in April
 - 24th Confirmation Sunday at 11:00

Meeting adjourned with closing prayer at 8:19 by David Campbell

Meeting Attendance

	Allison Sligh	100%	
	Alicia Iles	100%	
	Barry Taylor	100%	
	Bill Coffeen	100%	
	Eddie Fletcher	100%	
	Bob Mitchell	100%	
	David Campbell	100%	
	Lathem Postell	100%	



Christine Salazar 100%



Lora Parker-Gayler 100%



Butch Gaudette 100%



Sarah Baumhoff 100%



Marianna Drinkard 100%



Darren Frost 100%



Cindy Knupp 100%



Adam Glass 100%



Larry Sago

100%

PP

Patti Pass

100%

MR

Mike Rimer

100%

KM

Kyle Moore

100%



Maryellen Berry

100%

GV

Gordon Via

100%

SK

Shelly Kubek

100%

RM

Ron Moore

100%



Ron Lunk

100%



Fritz Hutchinson Jr.

100%



Austin McMillan

100%



Mark Hellman

100%

Attendance totals: