

Support Liaison 17 October - 19 November 2013 Report # 10

The Support Ministry is made up of four areas: (1) **Budget and Finance** lead by Fred Wentland, (2) **Property Management** lead by Larry Floor, (3) **Stewardship** lead by Rob Watson, and (4) **Website Management** lead by Fred Wentland. The following are activities that have occurred during this reporting period and those planned.

1. **Property Management**

a. **Activities During the Period:**

- 1) **Maintenance**. Larry and crew have continued maintaining the grounds and making repairs where necessary.
- 2) **All Saints Roadside Evangelical Working Group (ASREWG)** (Larry Floor, Gary Beecher, Art Lohsen, Dave Baine, Pastor Gary, and Fred Wentland) did not meet during this period. BGE has completed its activities on ASLC property. Currently, \$16,625 is available. Our goal is to define the cost, design, and announce to the Congregation for their coordination, comments, and financial support. The final cost and design will be provided to the Council for approval. Gary has completed the temporary sign which was put up where the old sign on US 301 was previously located.

During this reporting period, Gary, Chuck, and Fred relocated the sign to the highest point on All Saints property to see how well it can be seen from U.S. 301. Fred has drafted an application for a PG County permit.

- 3) **Handrail Construction**. As previously reported, the Pastor indicated at a previous Council Meeting that one of our handicap members has asked for handrail to assist the party going up the incline to get into the church safely. The Support Liaison group was ask to cost out putting up a handrail next to the concrete path that starts to left of the steps leading up to the church and slowly inclines around the flower beds to the entrance doors. Gary and Larry have had a Contractor evaluate the site. They obtained a verbal estimate of approximately \$3,000 which appears to be high. During previous periods, Gary discussed project with Tom Krzycki, who has agreed to bend and weld pipe for handrails. ASLC volunteer workgroup will install pipe posts in concrete to support rails. Gary is working on a lot of projects and the rail project will be taken over by Larry. As previously reported, Larry will be getting with Tom to determine the next steps as previously reported.
- 4) **Lawn-Care**. As reported previously and as many of you know and maybe not, the members of the Property Management Team continue to do an outstanding job in keeping the property properly maintained. As part of that group, Ale Saints (and friends) has provided the lawn care. This group includes: Wesley Boyette, John Summerlot, Jim Meyer, Dan Bendt, Matt Bitter, Mike

Schumacher, Wayne Bossler, and Jim Sichelman. John Summelot is scheduling the lawn care.

- 5) **Air Conditioners.** As reported last period, Journeyman installed the air conditioners. No further action is planned.
- 6) **Rain Garden.** As previously reported, Maria Arnold and Norma Schmidt gave the rain garden a thorough weeding and added several bags of compost and mulch.
- 7) **Day Care.** Susan, Larry, Gary, and the Pastor have been working on making Day Care a reality. They have been working on this for some time. We had a consultant, Annapolis Fire and Life Safety Engineering, make an inspection of the facilities at All Saints. They came up with 27 recommendations that in their estimation would enable All Saints to pass the fire and day care inspections. Susan, Larry, Gary, Pastor Gary, and Fred met on 14 Oct to review these recommendations, to evaluate the progress, and determine additional plans to satisfy the recommendations. It appears that approximately \$7,000 or less will be required to take care of recommendations from adding sprinklers and smoke detectors to changing doors and various latch assemblies. It is estimated the work will be completed and inspections made, and facility ready for use by the Day Care Manager. The Day Care Manager estimated that actual operation of the Day Care would be in the June/July 2014 timeframe.

During this period, the activities are shown in Attachment 1.

- b. **Members of Property Committee.** The following is a list of members of the property committee:
 - Chuck Arnold
 - Dave Baine
 - Wayne Bossler
 - Gary Beecher
 - Marty Christon
 - Eric Thompson
 - Steve Roberts
 - The Ale Saints who does the lawn service (Wesley Boyette, John Summerlot, Dan Bendt, Matt Bitter, Bill Braun, Wayne Bossler, and Jim Sichelman)
- c. **Property Management Plans:**
 - 1) As previously reported, Larry and Gary identified the following items for maintenance:
 - a. Caulk around vestibule outside
 - b. Connect black drain pipe to downspout and put drain pipe under sidewalk
 - c. Clean drain pipe coming from fellowship hall
 - d. Scrape and paint all outside doors
 - e. Scrape and paint around Sunday school windows

- f. Bury two black drain pipes coming from Sunday school wing
 - g. Rehang screen doors on fellowship hall
 - h. Replace lights behind the cross on front of facility
 - i. Bottom row of siding on fellowship hall needs replacing
 - j. All air returns need cleaning
 - k. Need to place address at the end of sign by the road and at flower bed in front of the church (required for fire department)
 - l. Repair ceiling in fellowship hall
 - m. Hard wired smoke detectors (required for daycare)
 - n. Obtained new batteries for the backup emergency lighting system
- 2) **Plan to have Meeting # 2 of the ASREWG in Aug/Sept timeframe.** Gary has put up a test sign along U.S. 301 as indicated above. Fred will meet with PG County relative to the sign permit.
 - 3) **Handrail:** Obtain schedule for work to be accomplished.
 - 4) **Day Care:** Work with Day Care point person (Susan Beers) to bring facility into Day Care code compliance. Additional day care working group will meet as needed.
 - 5) **Air Conditioning System Replacements.** System was completed ... no further actions.
 - 6) **Roof Repair.** The roof is currently 22 years old and is need of shingle replacement. Leaks have already been repaired. Fred has obtained two estimates for replacing all the shingles, provided a summary of this information to the Council via email, and was provided to the Council on 17 Jul 13 for their consideration and guidance. As previously reported, the Council decided to hold off replacement of the roof in light of the approval of replacing the heating/air conditioning system.

2. **Website Management.**

a. **Activities During the Reporting Period.**

- 1) **Site Updating:** Fred Wentland has temporarily taken over in making uploads to the Website which included: (1) Calendar of Activities via Jean Ream; (2) 4 issues of the Ministry and Missions; (3) 5 issues of the Announcements; and (4) one issue of the Grapevine. Fred also has updated and added articles of interest to the All Saints facebook page. All Saints had to leave Meg Rayford go in light of All Saints financial situation. John Summerlot will provide Facebook support.

b. **Plans.**

- 1) Plan to have meeting of the Website Working Group in the January 2014 timeframe.
- 2) Fred will be updating the Website weekly. John Summerlot will be updating as required Facebook.

3. **Stewardship**

- a. **Activities During the Reporting Period:** The Stewardship Committee (Rob (Chr), Norma, Marty, and Fred) completed their activities for Consecration Sunday on 20 October 2013. As a result, the Congregation responded with \$339,872 being pledged ... “what Generosity”. It should be noted that Rob, Fred, and Marty provided leadership at the Adult Forum through 13 Oct 2013. Norma spearheaded the creation and distribution of the Devotional Booklet that was distributed to members of the Congregation; temple talks were provided by John Summerlot/Matt Bitter/Louise Waynant-Bates; and Pastor Shawn provided the sermon on Consecration Sunday.

Next Meetings. The next meeting will be on or about 11 December 2013.

- b. **Plans:** Continue planning on the Time and Talent survey program and obtain comments on activities checklist from the Council.

4. **Budget and Finance**

- a. **Activities During the Reporting Period:** Fred sent an email to the All Saints leadership and committee chairs requesting their financial requirements for CY 2014. Donita also provided estimates on a number anticipated expenditures along with the status for CY 2013. Based on these financial inputs, Fred prepared a draft budget which was provided to the Budget and Finance Committee on 7 November 2013. The Committee reviewed each of approximately 60 expenditure line items. The Committee also reviewed the anticipated income for CY 2014 from information provided by Dan Bendt. The Committee approved a draft budget for C2014 for submission to the Council at its planned meeting 20 Nov 2013. The total expenses were approximately \$428,900. Fred sent the draft budget on 19 Nov 2013 to the Council with two basic options for review, discussion, and approval.

- b. **Plans;** Continue to monitor the budget and finance execution. Revise the draft CY 2014 budget based on inputs from the Council. Prepare the final budget document for the Congregational approval at the January 2015 meeting.

- c. **Current Member List:**

- 1) Larry Floor
- 2) Pastor Rhinesmith
- 3) Norma Schmidt
- 4) Donita Johnson
- 5) Jane Bossler
- 6) John Summerlot
- 7) Fred Wentland (Temp Chair)

8) Dan Bendt

Attachment 1



Day Care Summary
Activities (Nov 2013).c