

Support Liaison 18 July – 17 August 2013 Report # 7

The Support Ministry is made up of four areas: (1) **Budget and Finance** lead by Dave Adams, (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 ... wanted to see if one can read the size of the lettering ... will also place it at other locations to see the optimum site.
- 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 this period, 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 have done 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.** There are 6 air conditioner/heating systems. Three are 7.5-ton industrial systems. Three are 3.5-ton residential systems. Each system consists of an outside unit (compressor and heat exchanger) and an air handler (inside unit in the church attic area). Each system provides heat/air conditioning to a certain part of the church and is controlled by a thermostat. The Sanctuary has two 7.5-ton systems; the Fellowship Wing has one 7.5-ton system; and the Classroom Wing & bathrooms uses the three 3.5-ton units. Five of the systems are 22 years old and one system (residential) is about 10 years old.

As previously reported, one of 3.5-ton systems (22 year old) currently has a broken compressor unit (provides heat/air conditioning to classroom). One of the 7.5-ton systems currently has a broken compressor unit (provides heat/air conditioning to the Fellowship Wing. Currently, Journeymen Mechanical Contractors, Crofton, MD, provides maintenance of ASLC air conditioners.

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 June/July timeframe.** Gary has put up a test sign along U.S. 301 as indicated above. Fred has to further check State Highway Administration and PG County on permits
- 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
Air Conditioning System Replacements. Fred was requested by the Council to provide estimates of replacing the two broken systems and replacement of the other 4 as well. Fred and Larry have obtained bids for the work from two contractors (Journeymen and CroppMetcalf), provided a summary of this information to the Council via email, and provided this information to the Council on 17 Jul 13 for their consideration and guidance. The Council after reviewing the air conditioning situation agreed that the heating/air conditioning systems should be replaced. The initial cost for replacement was greater than 5% of the All Saints Budget and therefore, required a special Congregational meeting for approval. The Special Congregational meeting was held on 4 August 2013 and the heating/air conditioning system replacement was approved. Larry and Fred completed discussions with Journeyman for replacement of the heating/air conditioning. A contract will be prepared with Journeyman. It is anticipated it will take about 3 weeks to obtain the new equipment and 3 weeks to install it. The cost is \$54,869.
- 5) **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. 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:** Meg Rayford uploaded the following to the Website: (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. Meg also has updated and added articles of interest to the All Saints facebook page.

b. **Plans.**

- 1) Plan to have meeting of the Website Working Group in the September timeframe.
- 2) Meg will be updating the Facebook page and Website weekly. Plan to continue working with Meg Rayford in support the website and any issues she may have in updating the site.

3. Stewardship

- a. **Activities During the Reporting Period:** The Stewardship group (Rob Watson, Norma Schmidt, John Summerlot, and Fred Wentland met on 14 August 2013. during this period. The following occurred at the meeting:

Ministry Fair. Norma is continuing to provide the leadership in coordinating the support for the Ministry Fair which will occur on 25 Aug. Setup for fair by the various committee/group elements will be on Saturday (24 Aug from 2-4pm at the Fellowship Hall) and Sunday (25 Aug) morning from 7:30 -9:30am. She indicated that 22 groups have signed up and 4 new groups were added. A new theme God's Work, Our Hand"s was adopted at the last meeting based on coordination with All Saints persons working on the 8 September Services Day. This theme will be printed on carrying bags that will be handed out to persons attending the Fair. Norma has put announcements in Bowie Blade and Fred will be revising entries on the website.

Consecration Sunday. Rob is continuing to provide leadership on Consecration Sunday which will occur on 20 Oct 2013 with temple talks on the previous 4 Sundays. Rob suggested that integrate our basic Consecration Sunday Program with an approach being recommended by the Synod (<http://metrodcelca.org/for-congregations/stewardship-mission/>). Based on information at this website, Rob has obtained about 30 copies the book “**Generosity: Moving Toward a Life that is Truly Life**” and has worked with Nathan Rich to use this material in the Sunday Adult Forum on the four Sunday’s preceding Consecration. Fred, Hug, and Rob volunteered to lead these Forums. The book may also be used as a handout to those 20 or so All Saints volunteers who will be contributing articles to the All Saints Consecration Sunday Devotional Booklet. Norma plans to get devotional booklet volunteers at the Stewardship station at the Fair. Rob, Fred, and John signed up for writing article for the booklet. Rob plans made arrangements to get Pastor Shawn Branson to be the guest Pastor that will lead Consecration Sunday and the Leadership Dinner that will occur on 13 Oct 2013. He will coordinate his selection with Pastor Gary. Rob also will be making arrangements with Chris Greenwalt for the Consecration Sunday lunch. It was noted that an article for Consecration Sunday has be submitted y 26 Aug 2013.

Time and Talent Program. As previously reported, Fred provided an email containing a summary of the 2004 Time and Talent Program implemented by the Stewardship committee to the Council. The Program is scheduled to be implemented in the last two weeks in January and first two weeks in February 2014. It will be the basis for a volunteer directory for each of the five mission areas that will be utilized by the leadership to assist in reaching out to the community and reaching inside All Saints. The Stewardship Committee will be working the details in future months.

Next Meetings. The next meeting will be on or about 15 Sep 2013.

- b. **Plans:** Implement the plan outlined by Norma for the Ministry Fair on 25 Aug 2013. Continue planning for the Consecration Sunday. 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:**

- 1) Monitor the budget and finance execution

- b. **Plans;** Continue to monitor the budget and finance execution

- c. **Current Member List:**

- 1) Dave Adams
- 2) Larry Floor
- 3) Pastor Rhinesmith
- 4) Norma Schmidt
- 5) Raymond
- 6) Donita Johnson
- 7) Jane Bossler
- 8) Dave Dasenbrock
- 9) John Summerlot
- 10) Fred Wentland
- 11) Dan Bendt