

Grace United Methodist Church 2010 – 2011 Annual Report

Introduction and Purpose of Annual Report

What an exciting time to be a part of Grace United Methodist Church! This is spectacular time to be part of historic events in the life of our church—a time of great challenges and a time of great enthusiasm and creativity. As you read this report, you will learn of the wonderful work accomplished and of plans for the future.

At the end of 2010, all church committees, work areas, and staff were requested to report on major accomplishments for 2010 and several important goals for 2011. This is all for the purpose of increasing and improving communication about work being done in the church while allowing us to reflect on key events and undertakings then move forward with specific plans for the future. Knowledge of these accomplishments and plans may inspire all of us to become more deeply involved in the ongoing mission of Grace. Note to readers: the order of the reports is the order of committees as listed in “Grace Church Leadership 2011.”

Appreciation is extended to all who contributed by writing and providing thoughtful input to the reports.

Scott Dodson, Pastor
Cindy Henry, Administrative Board Chair
February 2011

Grace United Methodist Church 2010 – 2011 Annual Report Committee and Work Area Reports

Staff-Parish Relations Committee

Chair: David Miller

Introduction

The SPRC is the administrative unit in the church where staff and congregational interests are integrated to focus on the mission of the church. The committee works with the lead pastor, all ordained leaders, lay staff, the congregation, the community outside the church walls, the district superintendent, and the United Methodist conference and general church staff.

Major work/accomplishments in 2010

- The addition of Carole Green, Director of Children's Ministries, and Patricia Cox, Minister of Visitation
- Revision of Employee's Handbook and Staff Job Descriptions
- Working with pastor and staff to fulfill mission of Grace United Methodist Church

Major goals/activities planned for 2011

- To work with Pastor and staff in open and prayerful way to fulfill mission of Grace United Methodist Church

Board of Trustees

Chair: Lu Alford 2010

Chair: Mac Cunningham 2011

Report by Mac Cunningham and Alan Broadwater

Introduction

The Grace Board of Trustees manages the interest generated by almost \$250,000 in assets such as Gift Funds, Charitable Trust and Grace Memorial Garden. Trustees are also responsible for a unique blend of buildings, grounds and property valued at well over \$10 million. The principal investment is within the Wilmington streets of 4th to 5th and bordered by Grace and Walnut. The United Methodist Discipline charges the Trustees with long-range planning, capital projects, construction of new facilities, on-going maintenance, the aesthetics of the buildings & furnishings plus emergency repairs.

Major Accomplishments in 2010

- Policy ⇔ In December, the Facilities Access Control Policy and the Facilities Usage Policy were approved by the Grace Administrative Council.
- Financial ⇔ Thanks to the knowledge and determination of one Grace member, a \$60K reduction in our annual insurance fees was successfully negotiated with a different carrier.
- Walsh Hall ⇔ Please see the “Moving & Renovation 2010 and Building Transition in 2011” summary found elsewhere in this Grace Church Annual Report.
- Educational Building ⇔ At the tactical level of action, replace front windows, repair upstairs tile floors and relocated several kitchen cabinets.
- Family Activity Center ⇔ On September 17th, the Trustee Chair participated in a joint venture with the Building and Finance Committees to ensure a proper “turn over” approval process for the new facilities.
- Sanctuary ⇔ One significant cost item (\$10,000) occurred with an emergency repair to the right (east side) transept roof line coping stones.
- Parsonage ⇔ Thanks to judicious management, routine maintenance items were achieved for less than half of the \$4,000 budget for the Parsonage.

Major goals/activities planned for 2011

- Accept Fiduciary responsibility
- Maintain new Activity Building
- Create a Task Force to identify and implement steps to address idle investments
- Implement Access Control Policy
- Establish a Support Contract for Our Telephone (and Call Box) System
- Establish and Document a Policy and Procedures for HVAC and Lighting
- Continue the Transition Project via formation of a special Task Force
- Utilize expertise and services of an in-house architect
- Continue the “Order and Arrangement” Campaign for underutilized areas
- Assume oversight responsibility of a Music Steering Committee or Task Force

Moving and Transition Project Team

Chair: Mac Cunningham

Introduction

The Moving and Renovation project is the responsibility of the GUMC Board of Trustees. Initially, no moving plans or funding was forecast in 2010. In September, the project was designed and divided into phases with each lasting about three months. Each phase overlaps the previous in timing. The earliest final completion is March 2012. Anticipated cost is \$XX thousand +/- 10%. The funding is by Grace Church accounts and

designated donations. The majority of work done by volunteers. Skilled contractors utilized when necessary.

Appreciation is extended to all people in year 2010 that helped with installations, cleaning, painting, moving furniture, performing yard work, arranging equipment & supplies, preparing meals, providing donations and especially praying for the project's success.

September 2010

On September 17, 2010 a meeting was called to assist in the acceptance of the new building, move people and equipment, renovate existing facility and plan future campus upgrades. Participants included the Trustee Chair, Finance Chair, Building Team Co-Chair, the Director of Operations, the Pastor and the person nominated to head the work. It was agreed that up to \$15,000 was available in the Church accounts and that all purchases and work to be pre-approved by the Trustee Chair and paid via a Grace Church new account. It was requested that meeting minutes be shared.

October 2010

Thanks to the combined high energy and effort by over 150 people, the Grace Church facility was enhanced and improved by 12 significant accomplishments:

1. Moving 25 pieces of heavy equipment and 500 boxes of material
2. Relocating over 75 pieces of kitchen and office furniture/supplies
3. Refurbishing and placing furniture in the Gathering Area
4. Installing new kitchen furnishings and equipment
5. Ensuring welcoming, clean and bright areas for weddings & Interfaith guests
6. Preparing clean walkways for Alternative Gift Market
7. Unloading and arranging over 600 chairs and 50 tables
8. Setting-up 10 rooms for Wilmington District Workshop & other meetings
9. Cleaning, painting and meeting electrical code in Infant Nursery, Toddler Room, Kids for Christ and Adult Bible Fellowship class rooms
10. Moving furniture between 2 adult and 3 children's class rooms
11. Removing 12 trailer loads of debris, trash and brush from outside areas
12. Preparing parking areas, directing traffic & welcoming many visitors

This was a Herculean effort in terms of the results achieved at low cost within one month. Grace Church campus was cleaner, brighter and nicer than it had looked in many years. The spirit, heart and will of volunteers greatly exceeded the outlay of funds. Church Accounts funded only 23% (\$3462 of \$15,000) of total allocated in 2010. This includes: \$1271 for Two Men & A Truck; \$1796 for two contractors to meet building code and Safe Sanctuary requirements; \$125 for Toddler Room carpet cleaning and \$270 for essential safety supplies. The private amount donation is unknown. Some Staff and members contributed 60 hours per week. One Sunday school class was exemplary by volunteering talent, time, food and money. Thanks to the combined teamwork of volunteers, about \$90,000 for contractors was avoided.

November 2010

Regretfully, as a result of an extremely low “cash flow” period it was directed that no further work be authorized until and when sufficient funds became available. The renovation progress slowed considerably.

Emotions ran high; fatigue set in; some people became troubled; communications became frazzled; strategic planning was reduced to the task level; some avoided engagement; some people who had volunteered to purchase materials changed their minds; yet others quietly volunteered their time to complete critical pieces of work.

In summary: some people complained; others took different points of view and courses of action; while some fully supported the change and challenge.

As a testament to the human spirit: Even in the midst of chaos, many Grace members held a “steady spiritual compass” and contributed more time and talent.

December 2010

Thanks to the leadership of the Finance Committee Chair plus the generosity of several members, the Operating Budget financial crisis was properly addressed and avoided. Several people stated their willingness to restart and volunteer their time to the newly named “Building Transition” in January 2011.

Major goals planned for 2011 and 2012

Recommended Guidelines:

- (1) Trustees continue as the “responsible group” for funding & assigning priority
- (2) Work to begin only after funds are available in Church Account # CF-5525
- (3) Unsolicited donations, volunteers & prayers will be gratefully accepted

Renovation by Quarter:

- First Quarter 2011: 8 upstairs rooms for Adults
(Bride’s Dressing Room, Archives Room, Library, two Restrooms, New Member Orientation Room in Educational Bldg, Walkway between Walsh Hall/elevator and Hallway at top of central steps)
- Second Quarter 2011: 7 downstairs rooms for Children
- Third Quarter 2011: Relocate Music (Choir & Hand bells) & Chapel
- Fourth Quarter 2011: Convert Sanctuary Basement to a Youth Center
- First Quarter 2012: Upgrade Education Bldg – Second Floor –East End

Committee on Lay Leadership

Chair: Scott Dodson

Introduction

The Lay Leadership Committee is blessed with the opportunity to recruit members of Grace to serve in the many different roles in the church. We strive to honor the Scripture that tells us that we are all part of the body of Christ and that we all have different gifts. We strive to ask people to serve Grace in the way that best uses their gifts to help Grace

to reach our goal of making disciples of all people. Thank you to all of you who faithfully serve your Lord and Grace.

Major work/accomplishments in 2010

2010 was a year in which many people were asked and accepted the various roles at Grace.

Major goals/activities planned for 2011

2011 holds great plans and promise for Grace and will require people willing to serve at Grace. In a meeting in January 2011 several openings were filled and folks were recruited to serve on three new task forces. The task forces are as follows;

- a. The Music Suite Task Force – This task force will facilitate the design work for the new music suite. They will submit their recommendations to the Trustees for bid.
- b. The Mother Hubbard Cupboard Task Force – This task force will determine the best path forward for the Fifth Street Property.
- c. The Transition Task Force – This task force will continue to work with Finance, the Trustees, and the Aesthetics Committee to determine and work on the needed renovation work in Walsh Hall and the Education Building.

Finance Committee

Chair: John Glasgow 2010

Chair: Russell Ipock 2011

Report submitted by John Glasgow

Introduction

The Finance Committee is pleased to have the opportunity to provide a 2010 annual report to the Administrative Council and the Congregation of Grace United Methodist Church. 2010 marked the receipt of the first audit of Grace's financial records in several years. The audit was performed by Mr. Ben Whitlock, a member of Grace, who performs audits as his profession. *It is important to continue this function and further improve our financial procedures.* Mr. Whitlock has generously agreed to continue this process for another year and will report directly to the Administrative Council Chair.

Major work/accomplishments in 2010 and challenges for 2011

- Significant progress was made in 2010 in using the capabilities of our accounting software "ACS". *Fully utilizing ACS needs to be a priority in 2011.* Emphasis should be on using the management information that the system can provide. Procedures have been established, for example, to provide each committee chair with a monthly report on expenditures of their committee versus budget.

- Grace fully met all of our financial obligations in 2010. The congregation is to be congratulated!
- Grace continues to operate on the ragged edge of not being able to meet our obligations. We experience unpredictable and sometimes large expenses associated with our old facilities. The trusts historically used for this purpose are nearly depleted. 2011 will also bring a significant debt reduction obligation on the new building. Trustee needs for improvements (parsonage, etc.) are unfunded.
- Growth was good in 2010. *We must continue to grow.* Our Outreach efforts (and expenditures) should be a priority.
- *Cost control is critical.* Our costs were up in 2010 vs. 2009. We are good at this but must get better.
- Our giving initiatives (Stewardship) are vital:
 - We need to address not only the needs of the budget, but debt reduction and capital projects as well.
 - Done properly, this is a challenging, year-round activity requiring significant resources. Formal succession planning is strongly recommended.
- *An emergency fund is needed for the operating budget.*

Stewardship Committee
Extending God's Grace Task Force

Chair: Jackson Norvell 2010
Chair: Tom Guthrie 2011
Report submitted by John Glasgow

Introduction

Background: Completion of the *Imagine Grace* Capital Campaign, a trend of flat or declining giving for the operating budget, depleted trust funds available for on-going repair of our 50 to 100 year old facilities and other factors helped identify 2011 as a critical year for our church finances. The Extending God's Grace Task Force concept to combine Stewardship and Capital Campaign was initially proposed at the GUMC Finance Committee Meeting on February 9, 2010. In March 2010, the resulting task team consisted of Rev. Scott Dodson, Brian Tuttle, Jackson Norvell, Keith Eicher, Rick Zigler, Mac Cunningham and John Glasgow.

Major work/accomplishments in 2010

Task Force Objectives:

- Raise \$ 560,000 for 2011 Operating Budget
- Raise \$1,000,000 for Capital Budget over next three years to be split as follows:
 - \$750,000 for debt retirement on new activity building
 - \$250,000 for items critical to maintaining existing facilities
- Identify individuals (succession planning) who will continue this critical initiative in 2011

Organization and Work Output:

The key operating principle was to keep Christ first in everything done, and to involve as many different people as possible in the initiative. The vehicle was "communication, communication, communication" using a variety of channels.

Results Achieved:

- Pledge amounts to the operating budget were up and cover approximately 70% of the operating budget. The number of pledging units declined (by ~ 25%). In short, fewer people pledged more money. *Thank you.*
- Pledges for debt retirement and capital projects were short of expectations. As a result, almost all capital monies will be needed for debt reduction. *Members who do not normally pledge but give generously have an opportunity to "close the gap" in order to maintain the existing facilities.*
- The Task Force gives itself extremely low marks on succession planning.

Summary Findings and Conclusions:

- Assigning a team individual to keep Christ first in all activities is effective and should be continued.
- Consideration was given to hiring the same consultant used in *Imagine Grace* (estimated cost \$35,000). In any future campaigns, sufficient monies need to be "on hand" if external consultants are utilized.
- The Task Team work-load is significant. It merits year-round planning and implementation. The scope exceeds our traditional resources devoted to this task. (6+/- people on stewardship only).
- The concept of "deputizing" individuals from other committees for short-term assignments is effective.
- The concept of allowing designated giving was carefully evaluated by the committee. The increased complexity of this approach outweighs the advantages and is not recommended for future campaigns.
- One of the outputs of the project was a devotional guide. This has positive use in many other areas (Outreach, Welcoming New Members, Worship, etc.) and should be continued and expanded.

Major goals/activities planned for 2011

- As a result of capital pledges being less than goal, the Task Force recommends the following procedure for allocating undesignated capital received during the first quarter of 2011:
 - A capital account be established in the church accounting system
 - All undesignated capital funds received be allocated to the building construction debt reduction

- A communication plan to maximize membership donations in the near term in order to minimize our mortgage payment, *which begins July 2011*.
- In the event of an emergency (e.g. roof leak), this process can be adjusted as required to meet the situation
- Finance Committee will assume follow-up responsibility for monitoring capital giving versus pledges. A key part of this will be communication with the congregation at both the group and especially at the individual level
- Once the amount of the mortgage is established, The Finance Committee will make a proposal on the distribution of undesignated capital funds, based on the then current financial data.
- Significant designated capital pledges were received for the Music Program (i.e. renovate the old Fellowship Hall into a Music Suite). The following procedure is recommended:
 - A music project steering committee (MSC) is to be established by February 1, 2011. The team will be staffed *equally* with Grace Members closely associated with the music program and individuals with financial and building renovation experiences. This team will report to the Grace Board of Trustees.
 - The initial task of the MSC will be to develop a Scope of Work before the March 2011 Administrative Council meeting. This effort will honor both the needs of the music program (e.g. ease of access, space allocation) as well as the overall needs of the church facilities.
 - Music Suite project cost *shall not exceed* \$50,000 total. The MSC will also insure that the project will be constructed as economically as possible.
 - The Finance Committee will assume responsibility for:
 - Properly applying, tracking and communicating music designated gifts received
 - Insuring construction begins *only after the project is fully funded* with “cash on hand”
 - Applying any funds received in excess of the project cost as undesignated capital gifts (*only after* confidential contacts with donors and receiving their permission to do so)
 - Initiating a joint meeting with Trustees to clarify roles and insure all parties are fully informed, understand and follow the process.
- Bottom line recommendation for 2011: Conduct one-unified-church-financial-campaign with one pledge card for one budget. Do not run separate or simultaneous campaigns or request designated funds.

Outreach Committee

Chair: Beth Steelman

Introduction

- In April, 2008, Grace United Methodist Church formed an Outreach Committee to focus on increasing membership – to open our hearts and our doors to newcomers who may have never made the connection that we’ve found between God and this fellowship. In 2010 the Mission statement is streamlined, but the vision remains the same: The purpose of the Outreach Committee is to attract people into Grace UMC so that they can be drawn closer to Christ.
- To strengthen relationships within, we encourage all members to wear a name tag.
- To strengthen our visibility in the community, we focus on our website, www.gracedowntown.net, introducing ourselves in Brunswick County (North Brunswick Chamber of Commerce, magazine ads, and association newsletters); spreading the word about Grace programs to the immediate neighborhood around the church in downtown Wilmington.

Major work/accomplishments in 2010

- Building Downtown Relationships:
George Gardner, DBA (Downtown Business Reliance) coordinator for downtown churches
- Initiations and Redesigns:
New slogan: Come Grow in Grace
church brochure introducing Scott Dodson and new slogan,
updated ad for North Brunswick magazine featuring church members and new slogan, website and phone number added to the Star-News Church Page
description of Grace
visitor “follow-up” cards
- Publicity:
George Gardner is liaison for print and electronic press releases including last year, but not limited to, VBS, Trunk or Treat, special church programs and group activities
- Events:
Member participation in Art Blast (Sept.); Cape Fear Wedding Expo (Nov.);
Grace brochures in “goodie bags” given out at the Brunswick Forest Car Show (Sept.)
- Outcomes:
More than 20 people have joined the church during 2010.

Major goals/activities planned for 2011

- Expand Outreach Committee
- Investigate social networking opportunities (i.e. Facebook)
- Marketing:

Canvass Grace UMC neighborhood before VBS and Trunk or Treat
Produce “bookmark” that lists sermons or GUMC events that is inserted in the bulleting the First Sunday after school begins, Christmas Eve, and Easter Sunday
Investigate signage for over the entrance door of the new activity center that “tells who we are” [Welcome to Grace United Methodist Church -- as you enter]
[Please worship with us on Sunday at 10:55 a.m. – as you exit]
Request bulletin board by water fountain for posting “This is what is going on at Grace”

- Website: continue to update and monitor with current events on home page and fresh photos. Research having registration forms on site
- Nametags: continue to provide, brainstorm novel ways to encourage everyone to wear them

Nurture Committee

Chair: Joan Cunningham

Introduction

The committee’s purpose is to nurture the membership of Grace Church by providing opportunities for socialization and support. The committee meets six times a year on the first Monday of the meeting month at 7:00 pm in members’ homes. Currently, the Nurture Committee has 18 highly active members divided into 14 work areas.

Major accomplishments in 2010

- Created a list of approximately 35 families who may need a ride to church and matched it with members willing to provide transportation
- Provided CD recordings of the worship service to shut-in members
- Prepared shower baskets for new babies and high school graduates
- Organized Social Graces dinner groups with 92 participants
- Martha Ministry prepared food and support for 84 families including:
 1. Members who are sick
 2. Members home from the hospital
 3. Families with new babies
 4. Family meals or receptions after funerals
- Planned or organized church-wide social activities such as:
 1. Third Sunday Lunches
 2. The new building Ribbon Cutting
 3. The new building Dedication
 4. Refreshments for the Wilmington District Workshop

- Offered the Lay Shepherd Ministry
- Planned events for the older adults
- Worked to update and audit membership rolls
- Planned and participated in community events for single adults
- Provided new member orientation classes

Major Goals/Activities for 2011

- Increase the number of volunteers for the Lay Shepherd Ministry
- Update the Grace Pictorial Directory
- Continue Nurture Ministries for the members of Grace Church

Worship Committee

Chair: Linda Russ

Introduction

The purpose of the Worship Committee is to bring together all work area/committee leaders who have any function pertinent to any and all services within our sanctuary. Members of this committee work to maintain and upgrade all aspects of every activity conducted in the sanctuary. The subcommittee heads which meet under the Worship Committee are the following: Minister, Music, Acolytes, Liturgists, Altar Guild, Ushers, Communion Stewards, Sound System, Wedding Coordinators.

Major accomplishments in 2010

- Upgrades to the sound system
- Reorganization of the greeters and ushers duties during the building process
- Addition and training of new acolytes with support and involvement of their parents
- Creating and implementing special altar arrangements for Easter, Thanksgiving, and Christmas
- Recruiting new volunteers for the liturgist team
- Maintaining a full compliment of volunteers for the duties of each sub-committee
- Weekly worship attendance average up to 260 people per Sunday

Major goals/activities planned for 2011

- Continue monthly Worship Committee meetings to discuss and refine the many aspects of all services in the sanctuary
- Make the adjustments and changes as ongoing needs necessitate

Altar Guild

Chair - Linda Russ

Introduction

The purpose of the Altar Guild is to maintain in good condition all paraments and supplies needed for any service held in our sanctuary, including weddings and funerals. The members of the Altar Guild use a monthly rotating schedule to change the paraments from week to week and replace altar candles for the candlesticks and/or candelabras. The members of the Guild are responsible for placing the altar flowers for each service.

Major accomplishments in 2010

- All services in our sanctuary had proper paraments and flowers.
- Supplies were maintained and ordered.
- Altar Guild members fulfilled scheduled duties.
- Altar Guild members planned special arrangements for Easter, Thanksgiving, and Christmas, and provided the extra volunteers to help set up and take down.
- Chairperson contacted shut-ins and others to receive Christmas poinsettias and Easter lilies, and arranged delivery.
- Certain members facilitated the creation and donation of special altar plant stands to be used with large arrangements of flowers.

Major goals/activities planned for 2011

- Continue to provide guidelines, color calendar schedules, and duty schedules for all members
- Continue to maintain all of the equipment and supplies for services
- Continue to provide special flower arrangements for Christmas, Easter, and Thanksgiving services

Ushers

Chair: Don Cole

Introduction

- Ushers are responsible for seating the congregation
- Ushers are responsible for taking the collection at services
- Ushers are responsible for moving the congregation to communion and assisting any necessary actions to accomplish the service

Major Work/Accomplishments in 2010

- All sessions staffed during the year
- All communion services staffed
- Enlisted four new ushers during the year
- Planned assignment for 2011 and communicated

Major Goals for 2011

- Update guidelines as new building becomes settled

Grace/Sunset Park Prayer Partners

Chair - Linda Russ

Introduction

- The purpose of this program is to have an intentionally Christian outreach and support to the staff of a local public school, specifically Sunset Park Elementary School
- Grace participants agree to pray regularly for their Sunset Park partner, and to make monthly contacts through cards and small gifts
- Grace partners support school activities through a variety of efforts such as providing school supplies and volunteer time

Major accomplishments in 2010

- Anonymous monthly contact with partners
- Remember partners with Christmas present, birthday present
- Provided mid-year lunch for entire school staff
- Provided end of the year luncheon for Sunset Park partners only, for the purpose of Grace partners meeting school partners

Major goals/activities planned for 2011

- After a planning meeting before the school year started, we made minor adjustments, but planned to meet the same goals as previously outlined.

Missions Committee

Chair: Jane Spicer

Introduction

- The Missions Committee consists of people who are active in the various outreach missions of the church.
- We particularly seek to help the least, the lost and the last, according to Jesus' charge to us.
- The committee meets to support the work of each mission and those who participate and to explore other ways in which Grace UMC may mission to our community, nationally or globally.
- We attempt to involve as many as possible from the congregation in missions.

Major work/accomplishments in 2010

- Participation in on-going missions during the year, which includes Wilmington Interfaith Hospitality Network, Sunset Park Prayer Partners, Early Bread, and Mother Hubbard's Cupboard.
- Participation in seasonal missions including Operation Christmas Child, the Methodist Home for Children Angel Tree, and the Alternative Gift Market.
- Support and relationship with the following local agencies through the Alternative Gift Market: Carolina Canines, Carousel Center, Dance Cooperative, Dreams, Early Bread, First Fruit Ministries, Full Belly Project, Good Shepherd Center, Interfaith Refugee Ministry, Kids Making It, Love Packages, Mercy House, Mother Hubbard's Cupboard, St Mary/Tileston Outreach, Tileston medical Clinic, Wilmington Area Rebuilding Ministry, Wilmington Health Access for Teens, Wilmington Interfaith Hospitality Network. Over \$6,000 was donated to these groups through the Alternative Gift Market, which we hosted in our new facility.
- As a result of missional giving, Grace UMC is a Rainbow Covenant Church for 2010 (this includes contributions to Advance specials, at least one donation in each track of giving).

Major goals/activities planned for 2011

- Continue above missions.
- Initiate a nourishment program for at-risk children at Sunset Park Elementary which will provide weekend food for children on free or reduced lunch.
- Initiate a weekly program similar to Early Bread, but on a different day.
- Initiate an Equal Exchange/Fair Trade sale area where congregation members can support the purchase of Fair Trade items during the year.

Youth Council

Chair: Scott Dodson

Introduction

Grace is blessed to have a small but growing number of youth and wonderful and committed youth leaders. Please continue to pray for the youth and their families.

Major work/accomplishments in 2010

2010 was a great year for the youth at Grace. Some of the activities included;

- 6 Youth were confirmed. This was the first confirmation class in several years.
- We celebrated Graduation Sunday for 3 Seniors
- 5 Youth and 2 Adults went on a Mission Trip to the Wilson Community Youth Work camp
- 2 Youth participated in The Conference Appalachian Trail Hike
- 8 Youth and 3 Adults went to Pilgrimage
- Bibles were given to all of our Youth on Bible Sunday

Major goals/activities planned for 2011

2011 holds great plans and promise for the youth at Grace. Plans include

- We will go on another Mission Trip
- We will go to Pilgrimage
- We will go to Acquire the Fire
- We have already gone on a beach retreat with 10 Youth, 9 adults and 3 babies

Memorials Committee

Chair: Joan Chasson

Introduction

The Memorial Fund is comprised of contributions made in memory of or in honor of Grace Church members, family members or friends. The members of the committee will acknowledge to the recipient family and to all donors receipt of memorials and honorariums.

Major work/accomplishments in 2010

Responded to the following requests for funds:

- 1,290.00 - Bibles for children, youth, and college students
- 500.00 - Welcome Center furnishings
- 500.00 - New microphone for Sanctuary

Major goals/activities planned for 2011

Continue current operation

Kitchen Committee

Chair: Babs Shaw/Joan Cunningham

Introduction

The Kitchen Committee had spent several years gathering information from many of the newer church additions in Wilmington and in other cities. We determined which equipment in our present kitchen could be considered for the new building. Expected usages and activities to take place in the new kitchen were considered.

Major work/accomplishments 2010

- Met often with Brian Little, Michelle Ginocchio, Leann Blalock (Jacobi-Lewis kitchen designer) and various other designers and vendors
- Oversaw selection and ordering of new kitchen equipment and furnishings
- Followed kitchen project in progress
- Coordinated move from old kitchen into new kitchen
- Now train church members in proper use of new equipment

Major goals/activities 2011

Enjoy the new kitchen

Aesthetics Committee

Chair: Babs Shaw/Joan Cunningham

Introduction

This has been a busy year for the Aesthetics Committee in coordinating the furnishings for the relocated and the remaining areas of the present church building plus the new addition.

Major work/accomplishments 2010

- Selected needed paint colors for remodeled areas
- Oversaw transfer of equipment and furnishings from old locations to new classrooms or new building
- Planned the recovering of several existing upholstered pieces and the repair of several antique pieces for use in the new building
- Approved all gifts of furnishings which were donated to the church

Major goals/activities 2011

- Continue current decorating plans
- Repair former pastors photograph collection and relocate to the Lower History Hall
- Assist with furnishings in new History Room and new Library
- Create Brides Room as dressing area for wedding parties

Prayer Committee

Chair: June Knox

Introduction

The Prayer Committee keeps Grace members informed as to the prayer needs of the congregation.

Major work/accomplishments in 2010

- Debbie or Marion send immediate email requests to our members as the request or needs become available.

Major goals/activities planned for 2011

- A Prayer Vigil for Grace Church will be forthcoming in 2011
- A Prayer Chain is being organized from our members for immediate confidential prayer requests and/or any prayer requests.

Building Committee

Chair: Brian Tuttle

Report by Brian Little

Introduction

The major function of the Building Team has been to oversee the construction of the New Activity Center.

Major work/accomplishments in 2010

- Performed all “Owner” project management tasks during the construction phase of the project including:
- Reviewed and approved, revised, or rejected 123 Change Requests (grouped into 20 Change Orders)

- Worked closely with the Construction Administration Architect, Michelle Ginocchio, to resolve design issues and necessary corrections of original plans and to design areas omitted from original plans
- Worked with the General Contractor, Bradley-Barnes, and several Subcontractors to find reasonable cost savings in materials and labor
- Constantly monitored and recorded all commitments and expenditures and prepared draw requests
- Worked with Bradley-Barnes on initial punch-list

Financial:

Original estimate, basis for AMAZING GRACE campaign: \$6,200,000.00

Did not include architect's fees, permitting, impact fees, required inspections, engineering for structural, HVAC, plumbing, or electrical

New estimate for redesigned building, at start of construction: \$3,100,000.00

Actual costs:

Building and Site work original quote:	\$2,493,350.00	
Change Orders:	\$224,487.35	
Pre-construction tasks:	\$41,953.63	
Fees and permits:	\$29,613.00	
Design & Construction Administration:	\$281,862.83	
Purchases outside of construction contract:	\$127,289.22	
Required site and construction inspections:	\$27,026.23	
Sales Tax refunds through 11/30/10	<u>\$62,709.96</u>	
Total Cost:		\$3,175,332.45

Major goals/activities planned for 2011

- Resolve all original punch-list items with Bradley-Barnes including:
 - Door locks
 - Roof leaks
 - HVAC
- Complete all new punch-list items, such as roof leaks, with Bradley-Barnes
- Complete self-performed items including:
 - Safety gate for the wheelchair lift
 - Minor hot water system revisions for better operation

Church Historians

Chair: Carol Fladd

Introduction

The historical committee is charged with recording the history of Grace UMC. We collect, itemize, picture, and organize. As we are able, we assist those searching for church history.

Major work/accomplishments in 2010

- Consolidated and read much archival material
- Packed materials for move to new quarter
- Organized and prepared historical material for display

Major goals/plans for 2011

- Clean out, paint, refurbish new quarters for archives
- Organize and display historical materials
- Research and contact those making personal requests
- Continue updating history-making corrections

Library Committee

Chair: Janice Fladd

Introduction

The Library committee provides research and reading for pleasure materials for church members. The library serves as a small meeting area.

Major work/accomplishments in 2010

- Several good cleaning and dusting sessions were done
- Thinning out of some materials was accomplished
- It was decided to move the library from its present location to the second floor of the Walsh Building

Major goals/plans for 2011

- Repair plaster and windows, paint, and replace carpet to accommodate the library
- Move shelving, books and materials and organize the new location
- Provide an area (chairs and small couch) for meditation and reading
- Encourage members to use the library by placing notes in the Grace Notes or Newsletter about books and materials available
- Create a better checkout systems for materials
- Add new and updated material to the library collection

United Methodist Women

President: Marie Allison

Introduction

The purpose of the United Methodist Women is to know God and to experience freedom as whole persons through Jesus Christ, to develop a creative supportive fellowship, and to expand concepts of mission through participation in the global ministries of the church.

Major work/accomplishments in 2010

- We kept the group going during building construction by meeting at Pine Valley United Methodist Church.
- We contributed approximately \$4,000 to conference missions and \$3,500 to local missions through pledges and Souper Bowl (February) and bake sales (November.)
- We expanded our visitation program. Eight teams made monthly visits to twenty persons, delivered and/or mailed homemade cards, and delivered poinsettias at Christmas. We also hosted a reception and tour of the new building for shut-ins in November.
- We held a kitchen shower at the October meeting with over \$700 in purchases of items for the new kitchen and donations of cash.
- We continued the Prayer Shawl Ministry for the third year with the consecration and delivery of 50 shawls.

Major goals/activities planned for 2011

- Increase membership and connect with the Gracelettes.
- Continue to support church and local mission projects through our service and donations.
- Continue our visitation ministry and plan another occasion to bring the shut-ins together.
- Increase participation in the prayer shawl ministry.

Administrative Council

Chair: Cindy Henry

Introduction

According to the Book of Discipline of the United Methodist Church, the Administrative Council is the group that "shall provide for planning and implementing a program of nurture, outreach, witness, and resources in the local church. It shall also provide for the administration of its organization and temporal life. It shall envision, plan, implement, and annually evaluate the mission and ministry of the church." The membership of the Administrative Council includes the pastor, officers (chair, vice-chair, secretary, treasurers), lay members to annual conference, chairpersons of each work area, directors

(staff members), UMW/UMM presidents, and members-at-large. All other church members are invited to attend the meetings and participate in discussions, although only Administrative Council members can vote. At Grace, the Administrative Council meets monthly on the third Tuesday.

Major work/accomplishments in 2010

- Met monthly to provide a forum for reports, communication and discussion from all staff members and all committees and work areas
- Approved new policies including
 - Facilities Access Control Policy
 - New Building Use Policy
 - 2011 Budget
 - 2011 Church Leadership
- Coordinated and approved plans and work of various committees for completing and opening new Activity Center including approval of plan for room transitions, renovation projects, Celebration of the State of Grace, and Stewardship Campaign (Extending God's Grace)
- Created new Grace Health Wellness/Sports Committee to plan activities for new building

Major goals/activities planned for 2011

- Continue to provide leadership and coordination in the development of new policies, procedures, and programs
- Continue to develop programs and uses for the New Activities Center
- Publish 2010-2011 Annual Report to more widely disseminate information about the work of church committees and work areas
- Authorize creation of various task forces to address specific areas of work (for example: Music, Facilities Transition, and Fifth Street House)

Grace United Methodist Church 2010 – 2011 Annual Report Staff Reports

Pastor

Scott Dodson

Introduction

Jeremiah 29:11 tells us, “‘For I know the plans I have for you’ declares the Lord, ‘plans to prosper you and not to harm you, plans to give you hope and a future.’”

2010 was a great year for Grace. Some of the ways we prospered were as follows

- Completion of the long awaited New Activities Center
- Extensive work completed in moving the classrooms and renovating Walsh Hall
- The Extending God’s Grace combined stewardship campaign was designed and implemented
- 27 people joined the Grace family this year
- We had a confirmation class with 6 confirmands
- Average weekly worship attendance increased by 23 people

2011 holds great plans and promise for Grace. Some of my hopes for this year include

- Using the new Activities Center, and all of the facilities Grace is blessed to have, to reach out to the community and draw people to Grace and closer to God
- Continued growth in membership and attendance
- Continue to add new ministries, such as the new back pack ministry, and continue long standing ministry and mission work
- Continue to provide and expand the excellent children’s and youth programs

Music Ministries

Jerry Cribbs

Introduction

- The purpose of the Music Ministries program is to witness for Christ and bring people to Christ through leading worship services and performing anthems and special music during the worship services.
- The Chancel Choir members and Grace Ringers prepare diligently each week to sing and ring, respectively, to the glory of God to the best of their abilities.

Major work/accomplishments in 2010

- Service of Lessons and Carols, December 12, 2010
- Song Services
- Chancel Choir retreat, September, 2010
- Providing music at special services: Christmas Eve, Christ the King Sunday, All Saints Sunday, Ash Wednesday, Palm Sunday, Maundy Thursday, Good Friday, Easter, Pentecost, Holy Trinity, July 4th, etc.

Major goals/activities planned for 2011

- Chancel Choir retreat, September
- Service of Lessons and Carols, December
- Providing music at special services: Christmas Eve, Christ the King Sunday, All Saints Sunday, Ash Wednesday, Palm Sunday, Maundy Thursday, Good Friday, Easter, Pentecost, Holy Trinity, July 4th, etc.

Visitation

Patricia Cox

Introduction

Those included in visitation ministry at Grace are United Methodist Women, Lay Shepherds, Stephen Ministers, Ben and Alma Ivey, the Pastor and the Visitation Minister. Sometimes staff members and other church members also visit.

Our purpose in visitation is: (1) to minister love, compassion, God's Word and prayer to those who are sick and to those who are in grief; (2) to give a warm welcome to visitors; (3) to welcome new Grace members, explain our ministries and give them opportunities for service; (4) to keep in touch with members and (5) to welcome our new babies.

Major work/accomplishments in 2010

- UMW – During 2010, 16 women (including 4 added this year) made monthly visits to 21 women at home or in retirement facilities and sent birthday cards made by Carol and Janice Fladd. Virginia Skillman continues to coordinate these visits. There is no organized visitation program for men.
- Lay Shepherds – Carole Ellis led the group of 16 women who were Lay Shepherds for 94 individuals in Grace church. Each shepherd had from 3 to 12 individuals who they agreed to pray for and contact at least once a month.
- Ben and Alma Ivey – carried warm homemade banana bread to all visitors who listed a name and contact information on the visitor sheets on Sunday. They referred to the pastor and/or visitation minister those who were interested in further contact.

- Stephen Ministry – there are 6 or 7 Stephen ministers at Grace who would like to reactivate this program, which is currently inactive. There are plans to do this next year.
- Visitation Minister – In April, our church employed a part-time visitation minister to visit sick and grief stricken members and to help coordinate the other visitation ministries.
- Pastor – the Pastor made visits to prospective members, those seriously ill or in grief, young families with new babies, and counseled those getting married.

Major goals/activities planned for 2011

- Involve more people in visiting, especially in lay shepherd ministry, to reduce the number each person is responsible for contacting. We anticipate having more volunteers after the every-member visitation effort.
- Organize a men's visitation team.
- Reactivate Stephen Ministry, to be led by Visitation Minister
- Visitation Minister to have more involvement with visiting visitors; also recruit members in visitors' age group to contact them.

Children's Ministries

Carole Green

Introduction

PRIORITY AREAS OF FOCUS:

Provision of Nursery for designated church events: This includes the careful hiring and supervision of Nursery employees, scheduling of volunteers; ensuring the adherence of all Grace UMC children's programs to Safe Sanctuary guidelines;

Regular recruitment and support of Children's Ministry Volunteer Leaders

Provision of support to Children's Council in administering the following areas of children's ministry:

1. ONGOING PROGRAMS: Calendar, Curriculum, Teacher Training events, and Program for Sunday Morning Sunday School, Children's Church, Kids for Christ; Organization of supplies in Resource Library;
2. OCCASIONAL PROGRAMS: Planning and Leadership for Special seasonal events (VBS, Bible Presentation Sunday, Fall Festival, Christmas Play, Easter Egg Hunt; Spring Children's Musical);
3. SAFETY GUIDELINES: Safe Sanctuary (checked regularly); safety and function of classroom set-up regularly examined by Children's Council; facilitate Red Cross/CPR/Safe Sanctuary training opportunities for employed and volunteer staff

Major Work/Accomplishments in 2010

- VBS 2010: over 30 volunteers; over 75 children attended over the week)
- NURSERIES: Transition year; nurseries arranged in new spaces; employed 2 additional employees
- SUNDAY SCHOOL- Sunday School classrooms moved to new areas; new curriculum
- RESOURCE LIBRARY established to begin organization of curriculum/supplies/library
- CHILDREN'S WORSHIP Quiet Bags continued; Bible Presentation Sunday
- CHILDREN'S CHURCH worship established; story, snacks, volunteers on calendar
- KIDS FOR CHRIST- support for team; provide supplies and resources; Christmas play; Bible Bucks introduced
- INTERGENERATIONAL PROGRAMS: Easter Egg Hunt (families); Trunk or Treat Fall Festival in Parking Lot; Advent Wreaths (families)

Major Goals/Activities Planned for 2011

- VBS 2011 dates set for Sunday, July 10- Thursday, July 14, 5:30-8:00pm; THEME: Hometown Nazareth [Children's Council set the goal for providing supper; hoping for 100 +/- children]
- NURSERIES: Create packets for families with new babies; Policy Manual for all Children's Classes; bulletin boards to introduce staff and share activities; Security System clarified (re: checking in and out procedure for babies/toddlers); continue Nursery employee supervision/support
- SUNDAY SCHOOL: Continue to refine curriculum/lesson preparation for teachers; Try to improve recruitment, training, & commitment of children's leaders; Examine size and location of classes; Resource Committee needed to provide support and preparation of materials for teachers;
- RESOURCE LIBRARY- Continue collecting and organizing resources available to teachers;
- CHILDREN'S CHURCH- Continue supporting volunteers in leading and planning worship for different age levels; continue focus on worship, music, storytelling, drama and crafts for children
- KIDS FOR CHRIST: Continue supporting K4C Team with craft resources, game ideas, and curriculum support
- INTERGENERATIONAL PROGRAMS: Children's Council voted to support "Sunday Funday"—the first Sunday of the month, an intergenerational Game Night in the Activity Center, (Jen Stenerson will chair sub-committee); Continue Easter Egg Hunt, Trunk or Treat, Advent Wreaths, possibly regular programs that would encourage outreach to neighborhood and Interfaith families.
- CHILDREN'S COUNCIL: Meet monthly; *special goals for 2011: Classroom Policies and Procedures manual (for all age-levels); playground equipment and landscape design/ installation.

