

Church Conference 2022

*Epworth United Methodist Church
19285 Holland Glade Road
Rehoboth Beach, Delaware 19971
www.epworth.faith*



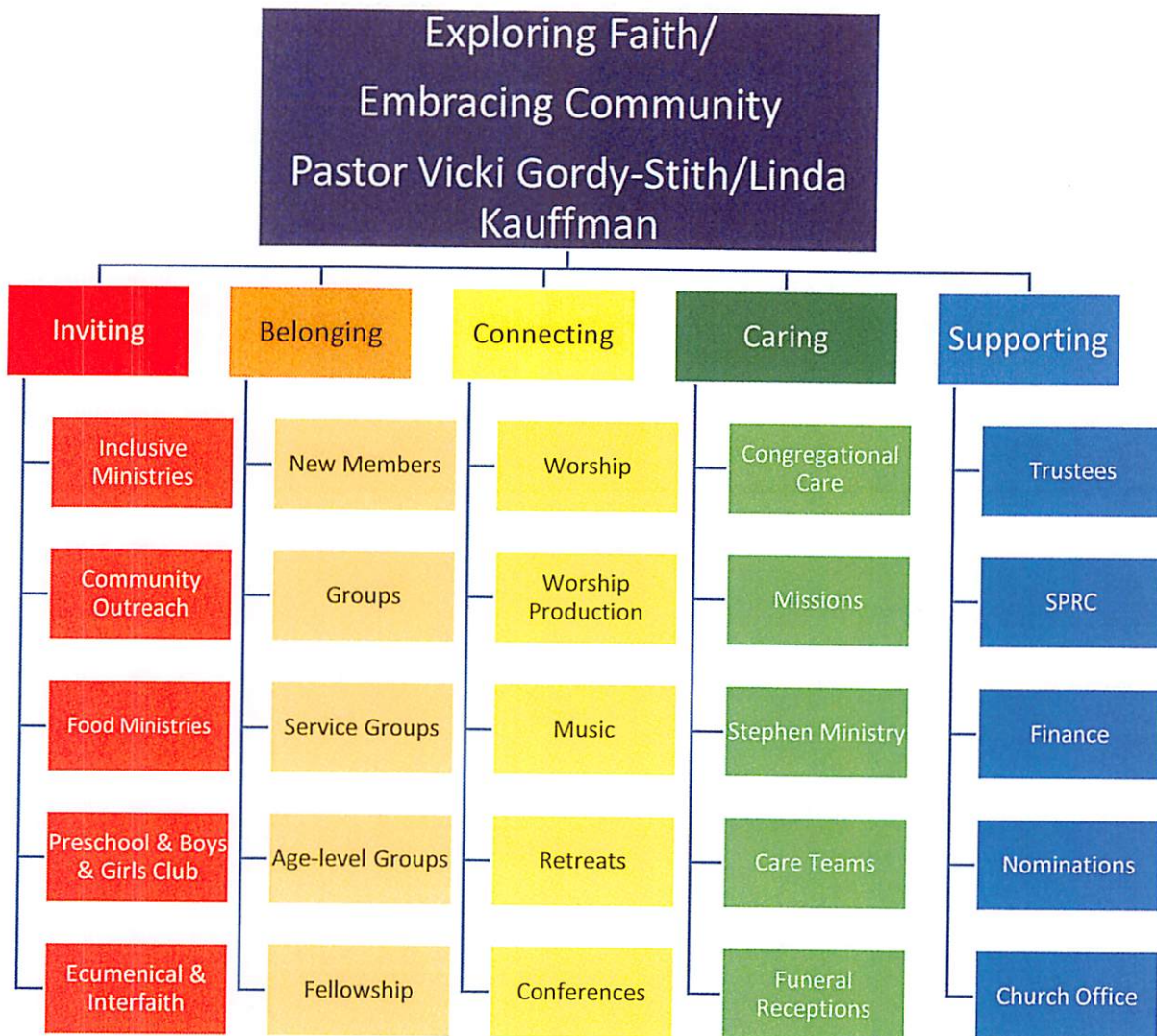
*Tuesday, June 22, 2022 ~ 6:30 p.m.
The Rev. Joe Archie, District Superintendent*

Vision: Exploring Faith, Embracing Community

Mission: Inviting, Belonging, Connecting, Caring

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We organize our work into four primary mission areas: **Inviting, Connecting, Belonging,** and **Caring**. Our **Supporting Teams** build the foundation for these mission areas. Each area has a primary staff person who works with elected Ministry Leaders to equip the congregation to carry out the ministries. The Lead Pastor and the Governing Board oversee all the ministries to coordinate and communicate and multiply ministry. Our mission areas include:

Inviting: At Epworth we welcome ALL. We celebrate differences in ability, gender, gender-identity, sexual orientation, race, ethnicity, and social economic status as part of God's diversity.

Belonging: Every person has a need to belong, to feel cared for and valued for who they are, and to have a community of support and encouragement to grow in their love for God and neighbor.

Connecting: Worship connects us to God, to each other, and to our community. Epworth offers a variety of styles and services to deepen these connections and heal our hearts.

Caring: Once we have experienced God's love and the embrace of our community, we put our faith in action by caring for others, both within our congregation and within the wider community.

2022 Charge Conference Report Pastor's Narrative Report—June 6, 2022

What a joy to serve God at Epworth! I thank God for the gift of so many dedicated leaders and selfless volunteers! I love our community's commitment to Explore Faith and Embrace Community as we make disciples for the transformation of the world. We accomplish this vision by Inviting All, Belonging, Connecting, and Caring. This year, we also identified five Core Values as AIM to Explore Faith and Embrace Community: A loving community, Inclusive and welcoming, with Meaningful worship, Exploring faith, and Embracing community.

This year, as we returned to many in-person ministries, including worship, we chose as our theme Community, from Romans 12:4-5: "For as in one body we have many members, and not all the members have the same function, so we, who are many, are one body in Christ, and individually we are members of one another." We designed our yearly worship series around the theme of community, and I focused my goals around developing and deepening community.

In our Inviting All area of ministry, I continued to work on social justice concerns. Honoring Epworth's commitment to Bridging the Divide, our relationship with Faith and Israel, we collaborated with Rev. Marjorie Belmont Burns in several efforts. We invited Marjorie to be our key speaker at a Prayer Breakfast in August for our Stephen Ministers and our Leadership Team. I also worked with Pastor Marjorie in planning an Interfaith Prayer Vigil for the victims of the shootings in Buffalo and Uvalde. We included the following congregations and pastors: Heather Rion Starr from the Unitarian Universalists of Southern Delaware, Dr. Sobia Choudri the Vice President of the Dover Mosque and part of the Islam Society of Central Delaware, Rabbi Julie-Danan from Seaside Jewish Community, Father Jeff Ross of St Peter's Episcopal Church, Pastor Marjorie and her representative Ralph Gooch from the Lewes Charge, and myself. We had a wonderful turnout and a meaningful service. Our Multifaith Partnership continued this year, with the clergy meeting together monthly and an online monthly gathering, called, "Your Neighbor's Faith." To support racial justice, I continued to meet with the Southern Delaware Alliance for Racial Justice Dialogue to Action group and from September through November, we highlighted a "Did You Know" fact about racial history or racial justice in our weekly email. To support justice for our LGBTQ neighbors, I sang in the CAMP Rehoboth Chorus, developing relationships with our local LGBTQ community, and we participated in the World AIDS Remembrance. Finally, we represented Epworth in a-Flags for Heroes event on Veteran's Day.

In our Belongings area of ministry, I focused on leadership development and relationship building. I continued to meet with the Belongings Class for new members and enjoyed getting to know them better. I celebrate the fact that most of the new members already have connected with a ministry area before they became members. Studies show that people who get involved in a ministry beyond Sunday worship stay connected to the community better. In developing leaders, I taught at four-week training course on best practices for leading small groups with potential leaders. We increased our group offerings and participation significantly. I personally taught a six-week course on Group Spiritual Direction, which took a hybrid form, allowing several deaf participants to join us with an interpreter. I also helped facilitate and lead the Reconciling Ministries Bible Study, focusing on the History of LGBTQ in the United States. I also enjoyed participating with our newly reorganized youth group at various events, especially the Polar Bear Plunge for Special Olympics.

In our Connecting ministry area, we focused much of our time on creating ways to include people who join us online. We used Menti-meter to include both in-person and online attenders in discerning our Core Values, and we invite our online attenders to include their prayer concerns in the comments. We still have about 60% of our people joining us online and 40% joining us in person, so we work to design meaningful worship for both groups of people. We also used time in worship to celebrate and recognize various ministries and ministry leaders, helping people get to know each other. We recognized the 500th Sunday of Food and Love, our feeding ministry which makes hot meals for people each week. Before COVID, we offered these meals on Sunday afternoons in person, offering both food and love to those who came to eat. During COVID, we shifted those meals to distribute through our Good Sam Mobile Pantry. We recognized Good Sam Mobile Ministry and the change of leadership on another Sunday in worship. We also recognized the WINGS (Women IN God's Service) volunteers for their role in helping welcome and connect people, and we recognized the founder of that ministry, Janet Taylor-Smith, who moved out of our area. We supported UMCOR and contributed over \$10,000 to Ukraine Relief through UMCOR and shared their video in worship.

In our Caring ministry area, we instituted a Prayer Chapel on Sunday mornings between worship services, staffed by our Stephen Ministers for prayer and anointing. We have seen many of our congregation members and visitors take advantage of having someone pray specifically for their need. Our Blessing of the Animals saw an increased participation and we honored the founder of Leashes of Love, Jean Waters. We continue to partner with Beebe and other community partners to provide meals for deploying National Guard at

Thanksgiving and to offer a free flu-shot clinic. Also, for the first time, we created a Blue Christmas worship service to minister to those who find the holidays challenging due to on-going grief. The service really proved meaningful to the participants and next year we hope to open it to community groups such as hospice or Beebe.

To deepen community with our Staff, we have continued to have birthday celebration dinners and holiday celebrations. We also invited Rev. Glenn Catley to lead a leadership retreat for the staff and we enjoyed spending time together exploring our different roles and strengths. As a staff, we also read Susan Beaumont's book, *How to Lead When You Don't Know Where You're Going*. Her insights helped us normalize some of the behaviors we are seeing in our congregation from the anxiety of COVID. With our Governing Board, we developed a new Caring Policy, to help set expectations and guidelines. We also reworked our New Ministries Guidelines and Application to help us get a better understanding of new ministries which emerged during COVID and afterwards.

Our biggest focus as a Leadership Team has been on the Source Collaborative. We applied for and were accepted into the Source Collaborative program out of Wesley Theological Seminary. Our team consists of Linda Kauffman, Governing Board Chair; Gwen Osborne, Belonging Staff Leader; Murray Archibald, Connecting Ministry Leader; Jack Palmer, SPRC Representative; Todd Popham, and Steff Kotch-Jester. We have reviewed our ministries and divided them into categories regarding their thriving status and will work to identify two to three initiatives to help Epworth continue to thrive as a church.

Finally, to fulfil my covenant to the larger church, I have continued to facilitate Residency in Ministry, completing 20 years of serving in that role. I have also begun to serve on the planning team of the Living Well Retreat, a retreat experience to fulfill the requirements of the 2016 Book of Discipline eight-year assessment of active clergy. I chair the General Conference Delegation from the Peninsula-Delaware Conference, and we have met over this past year to review updates from the General Conference, the Judicial Council, and to look at legislation through the lens of racial systemic justice. I participated as a panelist in a presentation with the Baltimore-Washington Conference: Stay or Go and continue to meet with UMC Next in our conference.

For my personal development, I completed the Living Well Retreat. I have taken two silent prayer retreats this year to keep myself spiritually healthy. I continue to pray with Lectio 365, a lectio-divina prayer experience, and to journal daily. We also went on a sermon retreat to plan the series, scriptures, themes, and teaching statements for this past year's worship plan. In my advocacy role, I have shifted my focus in Moms Demand Action from Local Group Lead of the Beaches Area to co-facilitator of the Survivor Network Support Group for grieving parents.

Next year, we have decided to focus on the theme of Transformation. So much of our world continues to rapidly change and we need to be able to adapt our ministries and transform them into ways to serve our world. Our theme verse comes from 2 Corinthians 3:17-18: "The Lord is the Spirit, and where the Lord's Spirit is, there is freedom. All of us are looking with unveiled faces at the glory of the Lord as if we were looking in a mirror. We are being transformed into that same image from one degree of glory to the next degree of glory. This comes from the Lord, who is the Spirit." (Common English Bible translation). I cannot wait to see what God has in mind for Epworth this coming year!!



Report of the Pastor

The report of the pastor shall include the names of all persons involved in the changes in membership and other items as outlined in the 2016 *Book of Discipline* (§§ 234, 340). This report should cover as fully as possible the work of the pastor. Care should be taken not to duplicate the reports of the Church Council, committees, organizations, and officers of the charge.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of witness or evangelism ministries.

Epworth United Methodist Church Church Rehoboth Beach, DE Charge
Dover District Peninsula-Delaware Annual Conference
 For the period beginning 7/1/21 and ending 5/31/22
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

1. List those who have been received into baptized membership since the last report.
(Attach as a supplement.)
2. List those who have been received into professing membership since the last report.
(Attach as a supplement.)
 - a. On profession of faith or restored.
 - b. From other United Methodist churches.
 - c. From other non-United Methodist churches.
3. List those who have been removed from the professing membership since the last report.
(Attach as a supplement.)
 - a. By action of the Charge Conference, or trial court, or by withdrawal.
 - b. By transfer to other United Methodist churches.
 - c. By transfer to other non-United Methodist churches.
 - d. By death.
4. Have the membership records and rolls been audited (§§ 231, 340.2c(2f))? X Yes ☐ No
If not, why not?
5. The Pastor shall give a report on the state of the church and an account of pastoral ministry as it relates to (§ 340): providing support, guidance, and training to the lay membership in the church; ministering within the congregation and to the world; and administering the temporal affairs of the congregation. Include as a part of the report a statement outlining the pastor's program of continuing education and spiritual growth for the past year and plans for the year to come (§ 350.1). (Attach as a supplement.)

Signed

Printed Name Rev. Dr. Vicki Gordy-Stith

Date

6-7-22

ANNUAL REPORT OF THE COMMITTEE ON MEMBERSHIP AUDIT

The church council shall appoint a committee to audit the membership record, submitting the report annually to the charge conference. [¶ 231] *The Book of Discipline of the United Methodist Church (2016)*

CHURCH	Epworth United Methodist Church	CHARGE	Rehoboth Beach, DE
DISTRICT	Dover	CONFERENCE	Peninsula-Delaware
Beginning Date:	7/1/21	Ending Date:	5/31/22

I. MEMBERSHIP CHANGES

* List names on back of form indicating how each was received or removed.

* Please list names of all persons baptized on the back and indicate Membership Status, if any.

MEMBERSHIP RECORDS & REPORTS [¶ 214-242]	1. Total at Beginning Of Period	2. Additions*	3. Gross Total (Add Cols. 1 & 2)	4. Total Removed*	5. Total At End Of Period
Professing Members [Section V: Church Membership; ¶ 214-225]	1,343	19	1,3562	694	668
Baptized Members who have not become Professing Members [¶ 215, 226, 231, 240]	29	-0-	29	-0-	29
Constituency Roll [¶ 230.3]	168	-0-	168	5	163
Affiliate Membership Roll [¶ 227] (member of another-UMC)	4	2	6	-0-	6
Associate Membership Roll [¶ 227] (member of another denomination)	4	1	5	-0-	5

II. NOTATIONS AND SUGGESTED IMPROVEMENTS IN KEEPING RECORDS

The Committee on Membership Audit has examined the rolls listed on this page, has reconciled the rolls with the membership changes (by name and number) as reported by the pastor, and has found the totals displayed to be correct and the records properly kept, except as noted above.

Signed: Barbara Kuntz
Membership Secretary

Signed: [Signature]
Pastor

July 1, 2021 - May 31, 2022 Annual Report of the Committee on Membership Audit

Joined by Confession of Faith (5)

Linda Waggoner
Ann Marie Ackerman
Diane Baerveldt
Gina Higgins
Sarah Rice

Removed from Membership by Transfer to a Different Denomination (0)

Joined by Adult Baptism (0)

Joined by Confirmation (0)

Baptisms - Children (0)

Joined by Transfer from a UMC (9)

Sandra Pierce
Glenn Pierce
Nancy Shiplett
Donna Lipscomb
Maria Misak
Marilyn Pate
Debra Leiss
Todd Popham
Dan Hoffman

Removed from Membership by Death (8)

Al Brown
James Travis
Catherine "Jackie" Travis
Paul Bengston
Audrey McMeekin
Carol Ewing
Lester "Dutch" Kelley
Gere Barley

Joined by Transfer from Another denomination (8)

LeAnn Walling
Daniel Potts
Richard Buske
Shawn McHugh
Nancy Jaxheimer
Eric Jaxheimer
Dorothe Memford
Dorothy Smith

Removed from Membership by Transfer to a UMC(14)

Marjorie Mounts
Nancy Logan
Sue Sprague
Carolyn Arrell
Gary Arrell
Theresa Walton
George Walton
Curt Smith
Harriett Smith
Danette O'Brien
Kasey O'Brien
JoAnn Merrick
Janet Taylor Smith
Walt Smith

2022 Charge Conference Report

Pastor of Community and Communications Narrative Report

June 6, 2022

During this second year at Epworth, I've participated in our emergence from the long COVID quarantine – and the recognition that we will probably never return to things as they were before. For one thing, from a third to perhaps half of our congregation worships online via livestream, either Sunday during in-person worship or sometime the week following. For this reason, we have made the formation and nurturing of community our worship thematic focus during the 2021-22 worship year. As Pastor of Community and Communications, I've helped experiment with non-traditional aspects of community, such as livestream meetings and worship experiences, Zoom meetings and studies (as well as hybrid Zoom-and-in-person meetings).

If my first year at Epworth involved upgrading video cameras, sound gear and setup, computers, office software, and office phones, my second year has involved honing the operation of that equipment with a consistent part-time team of operators who have worked together with me on training, understanding, and operation in worship and performance environments. Now that equipment is no longer such a limiting factor, we are experimenting with honing best practices, which we turn into policy and procedure that help train new people to the team. This year, we have only had to replace our front projectors, a computer, and one of the four cameras.

The Community in my job title refers to our surrounding neighbors and how we relate to, partner with, and witness new life in Christ to them. To that end, I have stepped up my involvement in the Lewes Rehoboth Association of Churches during a time of leadership crisis (when all the officers resigned in July 2021). This involvement meant first serving for six months on a transition team that met with a consultant to revise our Bylaws, and then serving for the next six months as President of the newly created Board of Directors for LRAC. We continue to work with a consultant to train as a Board and prepare LRAC for a future as it grows to meet the needs of a changing community.

I have also offered the church a Bible study discussion as we read through the Bible in 2022, have served in a conference group putting together a self-evaluation experience for pastors in two retreat experiences, and have led an Advanced Lay Servant course, Dancing with Words. I enjoy teaching and preaching, even though I spend most of my time at Epworth backstage, making sure that others can be seen and heard in person and online.

I enjoy working with many community organizations (Interfaith Group, Seaside Jewish Community, Beebe School of Nursing, Sussex Tech High School Chorus, Southern Delaware Chorale, CAMP Rehoboth and CAMP Rehoboth Chorus, Mid-Atlantic Symphony Orchestra, Rehoboth Jazz Festival) as technical producer of concerts, graduations, and other events. Having decided with our SPRC that I will remain part-time for the foreseeable future, this spring I have been hired as a Cape Henlopen School District school bus driver and monitor, working primarily with special needs children and their parents in our community. This kind of work is as much an outreach of Epworth Church as it is an expression of my love for God and the people God loves.

***William T. Carter
1029 Lakemont Circle
Winter Park, FL 32792
615.400.1796***

May 24, 2022

Charge Conference Report:

Judy and I continue to enjoy our residence at Westminster Winter Park, FL, a retirement community. We greatly enjoy our setting.

We are active in the onsite weekly worship service and I have preached once and led several services. I am also active in the veterans group and will lead their annual memorial service on 30 May 2022.

I have been an active volunteer at two botanical gardens weekly. I had 1,534 volunteer hours in 2021. Judy and I volunteered two weeks at Camp Pecometh working on maintenance projects.

It has been a great year and we feel blessed to be living here.

William T. Carter

2022 Charge Conference Report Epworth United Methodist Church Inviting – Pastor Bo Gordy-Stith & Bob Joynson – leaders

The Inviting Ministry is composed of:
Communications, Ecumenical/Interfaith, Food Ministries, Inclusive Ministries,
Pre-School, and Social Justice

Communications Our Communications team has continued the use of live streaming worship services and small group Zoom meetings as we reopened the church coming out of COVID. This team has been very creative in maintaining and promoting contact and communications within our church community.

During worship, we've solidified a team of three part-time staff (PowerPoint, Video, and Sound Board operators) who work together with our Pastor of Community and Communications, in addition to several volunteers. Since July 2021, consistent equipment performance has enabled our team to hone their skills in worship production. With over a third of our regular worshipping congregation worshipping online, according to a recent survey and the numbers we track weekly, we recognize the importance of consistently high-quality livestream worship for the long term.

Thank to two anonymous donations, we were able to replace our aging VGA front projectors with digital projectors when one of them failed and could not be repaired in August 2021. Another donation enabled us to replace our PowerPoint computer, giving us three out of four newer, more reliable machines in the sound booth. In the spring of 2022, our ASL computer repeatedly failed. We used a back-up camera for several weeks until Mid-South Audio replaced it under warranty. We continue to balance equipment needs and budget constraints.

We upgraded our Comcast internet business equipment and connection and have been tweaking the design of our weekly Constant Contact email, website announcements, and weekly electronic bulletin to keep the congregation informed and engaged. Zoom continues to be our online meeting software of choice, and we have had a positive experience using the Owl Camera in the Conference room for hybrid (online and in-person) meetings and study groups. We may need to purchase a third Zoom account to handle the volume of online groups we host at Epworth.

Ecumenical/Interfaith

- LRAC - Epworth's Pastor for Community and Communications is the President of the Lewes/Rehoboth Association of Churches (LRAC) Board of Directors; another Epworth church member is also on the Board. LRAC provides the funding for many community outreach programs such as: food bank, CRC, scholarship monies, and West Rehoboth student/community needs. These programs are almost entirely funded from the funds that the New Life Thrift Store makes from selling donated items. Epworth also has members who volunteer at the Thrift Store.
- Community Resource Center (CRC) - this is an outreach program of LRAC. This program is growing all the time due to the large homeless population in the area as well as those persons affected by the seasonal work in the area. CRC provides funds, food, shelter, and support in many ways. Our Food Rescue ministry provides food to the CRC.
- Seaside Jewish Community Center - Epworth continues to partner with the Jewish Community Center as our community friends through God on many programs. They are closely involved with our Food Rescue, Kitchen@Epworth, Social Justice projects and whenever they feel called by God to participate. They have even provided funds for some of these projects!

Food Ministries The Food Ministry Teams were moved from the Caring Ministry Program to Inviting Ministry this past year. All of the Food Ministry Teams, building on their work from previous years, continued their important outreach and support to our community during this past year.

- Food Rescue – During this past fiscal year our Food Ministry teams collected more than 302,000 pounds of food from 20 area grocery stores, restaurants, and farmers markets. (178,588 + 123,499)
- Food Pantry - During this past fiscal year our Food Pantry teams collected more than 64,300 pounds of food from individual contributors. Our Food Pantry Teams usually collect donations on Sundays, Tuesdays, and Thursdays. (52,065 + 12,256)

- **Kitchen@Epworth** – Our six Kitchen Teams comprised of vaccinated volunteers continued to prepare hot meals for sharing with Good Sam Mobile clients and delivery to Ace Center in Georgetown and another center in Seaford. During this past year our Kitchen Teams prepared more than 6,500 hot meals for delivery to those in need. (4,446 + 2,075)
- **Good Sams** – During this past fiscal year our Good Sams Teams distributed more than 2,159 servings of shelf stable, produce, and hot food to individuals and families at our Good Sams Mobile drive-through on Sundays, Tuesdays, and Thursdays.

(Figures are through May 8 2022, except for Good Sams & Food Pantry thru March 31)

Inclusive Ministries

- **FIRE/Reconciling** - The practiced inclusion of the LGBTQ community has enriched Epworth for over 25 years. The FIRE (Faithfully Inviting and Reconciling Everyone) Ministry is affiliated with the Reconciling Ministries Network. As part of the Reconciling Ministries Bible Study, Epworth offered a History of the LGBTQ+ Movement in the United States during three sessions in May 2022. We will offer a nine week Reconciling Ministries Bible Study class during June, July, and August of 2022.
- **Recovery Groups** - Epworth continues to 'embrace community' by opening its doors to all support groups. This successful initiative has proved successful providing meeting space to multiple groups. We did reopen the church to these groups beginning in September 2021 after temporarily curtailing these meetings due to COVID restrictions.
- **theskatepark@epworth** has continued on as a wonderful outreach to the younger community. While not officially an Epworth Ministry, the park is hosted on the Epworth campus – a quasi zero-dollar lease. They have a Board of Directors who oversee the park, raise funds, pay for insurance and repairs – in turn, they report to the Epworth Trustees.
- **The Boys & Girls Club of Rehoboth** continue to lease space from Epworth. Attendance had been steady during the 2021 and 2022 school years as a place to escape the impacts of COVID and provide a safe place for structured after school activities to young people in our community.

Preschool Epworth Preschool is celebrating its 35th year as one of the most reputable, respected and sought-after preschools in the community. We provide a nurturing, safe and age-appropriate learning experience for children, ages 2-4 years old. We include arts and crafts, music, sign language, science, gross motor activities and devotions in our daily curriculum. We have a Board made up of preschool staff, EUMC finance and Board of Trustee representatives, the Pastor and former educators, who meet bi-monthly.

The Epworth Preschool resumed in-person classes after the COVID quarantine, limiting the hours to from morning to early afternoon and offering fewer classes to match staffing availability. While enrollment has not returned to pre-COVID levels, we are on our way to a recovery from a shutdown of operations for a year. Epworth Preschool is offering six weeks of summer camp in 2022, which are very popular and already at full capacity. We are currently full for the 2022-23 school year and look forward to welcoming new families into our program.

Social Justice the Social Justice Team at Epworth were active in the following areas:

- **Affordable Housing** Epworth members have been meeting with different individuals and groups to understand the issues with developing and providing affordable housing in our area.
- **Bridging The Divide** Not sure there was activity this past year; perhaps it's combined with FIRE/Reconciling or Multi-Faith Ministry?
- **Our KIVA small loan program** continued to provide micro loans to deserving individuals. During this past fiscal year we made loans to 63 individuals totaling \$6,500. Since November of 2014, our KIVA team has lent \$40,275 to 476 recipients. (Figures through April 2022)
- **Multi-Faith Ministry** The Sisters groups, which has been meeting regularly for nearly 5 years, grew out of the efforts of an ongoing Multi-faith initiative. Group members come from the Islamic Society of Central Delaware, Seaside Jewish Community, St. Peter's Episcopal Church, the Lewes Charge (Faith and Israel UMCs) and Epworth.

Our Epworth Lead Pastor and church members participated in multiple sessions of Your Neighbor's Faith program with our faith partners.

- **Moms Demand Action** Epworth led the expansion of the DE State Chapter of Moms Demand Action into Sussex County. During this past year we worked on state legislative initiatives, trying to get some bills passed. This included doing draft messaging, writing editorials for the Coastal Point, and attending Senate hearings related to the different bills. We also canvassed the Rehoboth/Lewes/Dewey area in March and wrote postcards, encouraging voters to call their House Representative about these same bills.
- **Peace Week Sussex County** Members of Epworth participated in the annual Peace Walk in Georgetown with other faith groups from throughout Sussex county.
- **Support for Treatment and Recovery Services (STARS)** These services provided by Brandywine Counseling and Community Services were once again made available to community members in May 2022 at Epworth one day per week after being on hiatus due to COVID.
- **Wednesday evening Zoom prayer/fellowship group** Many of the weekly evening meeting discussions focused upon racism, homelessness, and the criminal justice system; allowing for an up-close, faith-based look at these issues.

2022 Charge Conference Report

Belonging

Submitted by Cathie Lewis and Loretta Mahan, Belonging Ministry Leaders

Belonging is the Ministry Team that focuses on New Members, small group study, Youth programs and Sunday School. Gwen Osborne is the staff representative. Service groups and Community Outreach are also a component of this ministry.

New Members classes were held twice this year. Led by our Lay Leader, Mike Tyler, each group met for a one-day session for 4 ½ hours. The fall group had seven new members and the spring group had sixteen joining the Church. After three months the new members are contacted as a follow up to help them find their place at Epworth.

Looking Forward,

- We are planning more New Members classes during the fall of 2022 and the spring of 2023.

Groups have increased and have continued to grow this year.

- Pastor Vicki met with a team of potential group leaders in July and August to sharpen their leadership skills
- Many members of this team created groups such as kayaking, bicycling meditation, book studies and a video series about Alzheimers
- Ministry fairs were held in September and February to give the opportunity to meet the group leaders and share information about the classes
- A new Women's Bible study group began in February
- Pastor Bo began a zoom class for Reconciling Ministries

Looking Forward

- Reconciling Ministry classes are planned
- Many current groups such as kayaking and bicycling will continue
- An Education Fair will be planned for the fall to open new classes
- We hope to find and develop new classes that will meet everyone's needs.

Service groups also play a significant part in Belonging

WINGS (Women in God's Service) is a women's group that provides help where it is needed in the Church and helps church members connect with the many groups that the Church provides. This has become a vital service of the Church.

- Helped Church office with mailings
- Welcome visitors in the Narthex
- Provide answers to questions about the Church to visitors and members
- Create bags for distribution through the Mobile Pantry at Valentine's Day, Easter, Mothers' Day and Fathers' Day
- Help with events sponsored by the Church such as the Easter Egg Hunt

The Simpson's Men's Group meets monthly and continues to support the food ministries in the Church and community and the Facilities Maintenance Team.

Sunday School had a new beginning at Epworth this year. It was restarted in September with a Rally Day celebration with games, artwork and treats. In the beginning attendance was typically 3 - 5 children. Since January 2022 attendance has increased to around 10 children each Sunday. A Children's Celebration is included in each Sunday service.

- Children have participated in the service as acolytes.
- Curriculum is now on a rotation schedule that includes storytelling, art, spiritual practice, missions, science, and cooking centered on Bible story every four weeks
- Nine Church members work as a team to develop each Bible story.

Looking Forward,

- We are planning to continue this curriculum for the next year.
- A confirmation class, which will be taught by Pastor Bo, is planned for the near future.

The Youth Program has been revitalized during the year. Beginning in January, Joy Gordy-Stith and Tom Lewis, along with four other adult volunteers, began meeting weekly with Epworth youth. Currently there are six middle school aged members. Joy has developed a curriculum that includes religious studies that follows the scripture lessons and sermon for the day, service, and fun activities.

Looking Forward,

- o Every other week activities are planned for the summer months such as a lock in at the Church.
- o Weekly meeting will resume in the fall.

Family Ministries/ Community Outreach will continue. With the lifting of Covid restrictions we are able to begin to reach out to the community once again. We were able to hold our Easter Egg Hunt, inviting children and their families through the Sunday School, Epworth Preschool, and Rehoboth Beach Boys' and Girls' Club. Families enjoyed hunting for eggs, refreshments, activities and games, and a magician.

Looking Forward,

- o We will be supporting the planned Epworth 125th anniversary celebration
- o We plan to hold another Easter Egg Hunt and are investigating having a bonfire with pumpkin decorating in the fall.

Last of all, Epworth is a Safe Sanctuary church. We have a safe sanctuary plan and an anti-bullying policy that we reinforce as new teachers and leaders are found. We work to provide a safe and secure place for our children and youth as we reopen our children's programs.

2022 Charge Conference Report

Connecting

Ministry Team Leaders: Murray Archibald (*Ministry Leader*), Rev. Dr. Vicki Gordy-Stith and Doug Yetter (*Staff Program Managers*)

The Year in Review

The global pandemic continues to disrupt our lives in unpredictable ways, but it cannot break our connection to God. After thinking that 2020-2021 was as strange as a year could get, the past church year proves we need to be resilient and ready for anything. The Connecting Team continues to seek out new ways to connect to our congregation and connect all of us to God.

- Connecting Core Team members: Murray Archibald, Rev. Dr. Vicki Gordy-Stith, Doug Yetter, and Aleta Thompson.
- Under the guidance of the Connecting Core Team, the ongoing work of passionate worship – both live and livestream – was brought to fruition by our Ministry Coordinators. Among the many facets working together toward this end are the Music Department (Chancel Choir, Bell Choir, Praise Team and Band), Ushers, Worship Design, Altar Team, Lectors, Communion Stewards, Acolytes, and Worship Design Production Team.
- All areas of the Music Department have resumed a full rehearsal and worship schedule. After the start of the New Year we had two months of combined worship with Choir and Praise Team, then with the start of Lent we returned to separate Contemporary and Traditional services.
- The Chancel Choir and Bell Choir have experienced rather remarkable growth over the past year with 11 new members joining the choir and 6 new bell ringers. This growth has been offset by members of the Praise Team moving away, fighting disease, and two retirements. Plans are being made to reshape the Praise Singers and to reform a more complete band.
- Volunteer hours are returning to a more normal standard, though still not back to pre-pandemic levels of nearly 9,000 hours of service.
- Changes in worship have affected the number and participation of Ushers. Without coming to the rail for Communion and passing the plate for offerings, the Ushers have little function. Acolytes have been sporadic as families grapple with small children unable to receive a vaccine and the perceived threat of being in a largely unmasked congregation.
- The Connecting Team continues to explore new ways to deepen the worship experience for in-person congregants and home viewers. This includes several upgrades of equipment for both situations.
- The Worship Design Production Team created and installed visuals for all church seasons including Pentecost, Advent, Christmas, Epiphany, Lent, Holy Week, Easter, and the long season of Ordinary Time.
- The Team welcomes the challenges we have yet to face, knowing that we've overcome some seemingly insurmountable obstacles in the past two years!

Looking Forward – Opportunities and Challenges for 2022-2023

The Connecting Team will continue to explore and implement inspiring worship concepts to support the new year-long worship series created by our Pastoral Staff and look forward to attracting those who wish to join us as we Explore our Faith and Embrace our Community. None of this has been easy, but it has prepared us for almost any eventuality and strengthened our faith and love of God.

Submitted by Doug Yetter, 6-24-22

2022 Charge Conference Report
July 1, 2021 to June 30, 2022
Caring
Holly Reynolds, Incoming Ministry Leader
Dee Speck, Incoming Ministry Leader

You are God's chosen people. You are holy and dearly loved. So put on tender mercy and kindness as if they were your clothes. Don't be proud. Be gentle and patient.
Colossians 3:12 NIRV

Caring Ministries continues to evolve and renew services during these different times and difficult times we are experiencing as a church, community, country, and world. Accommodations and altering the way we provide ministry to our community safely is ongoing.

Major change to Caring Ministry: All food services are now aligned with Inviting All

Additional Ministries Continuing Outreach

Those of us who are strong and able in the faith need to step in and lend a hand to those who falter, and not just do what is most convenient for us. Strength is for service, not status. Each one of us needs to look after the good of the people around us, asking ourselves, "How can I help?"
Romans 15:1-2 MSG

Stephen Ministry

Stephen Ministry has struggled through the last 3 years. Our numbers of people asking for a Stephen Minister has decreased tremendously. The Stephen Ministry Leadership Team also had a few people seeking a Stephen Minister were needing help beyond the scope of their Ministry. While not being able to accept the person as a care receiver the Leadership Team worked to find them the support they needed.

The Stephen Ministry Leadership Team asked to provide a one-on-one prayer chapel, facilitated by Stephen Ministers, in between the two services on Sunday mornings. Three rooms every Sunday are set aside for people to come in seek prayer and healing for issues they are confronted with.

Areas to address:

- Recruiting of new Stephen Ministers
- Retention of current Stephen Minister

Card Ministry

- Continued throughout pandemic
- Card writers sent cards in following categories
 - Sympathy
 - Birthdays, over 75
 - Get Well
 - Encouragement
 - Anniversary
- Cards also went into each family's bag of foods
- Cards given to each family/club that donated food

Areas to address:

- Recruit new ministry members

Pastoral Care

Pastoral Care is another ministry that has faced major changes in the delivery of services to our congregation and others in need. Our hospital relaxed many of its restrictions so our Pastoral Care Team could visit people hospitalized, facing surgery, or sitting with family members as they wait for test, surgery, treatment results. With the latest resurgence of Covid related hospitalizations our Pastoral Care Team can not visit in person. We continue to make phone calls, home visits, or porch visits.

- Pastoral Care Team was not allowed in hospitals or assisted living facilities during height of pandemic

- Cooperative partnership with Chaplains at Beebe Hospital, Kent Co. Hospital, local Assisted Living facilities, and Hospice Care developed to give pastoral care to our congregation through phone, text or emails to the Chaplains

Christmas Joy – Accommodations made

- Only gifts accepted by school system were gift cards
- \$5,000 in gift cards to Tanger, Walmart and Grocery Stores donated

Ministries Returned to Service

Leashes of Love

- Recently began visitation to 3 assisted living facilities with emphasis in visitation in memory units

Stitchers of Love

- New Leader is recruiting more members to knit and crochet

Flower Ministry- revived

- Design Team
 - Breaks down altar flowers every Sunday into 6 individual vases
- Delivery Team
 - Teams deliver individual vases to congregation on Monday mornings

Receptions

- Funeral receptions have recently been held after memorial services

We will continue to find ways of providing Caring services to our congregation and community.

2022 Charge Conference Report

Finance Committee

Overall Financial Health/Budget

- Our overall financial health, including our balance sheet, is relatively strong – given the lingering effect of the pandemic on income and expenses. Higher rental income has resulted from outside groups returning to meet at our church and from Epworth again hosting events sponsored by external organizations. Online/electronic giving continues to be an attractive option for many financial supporters of our church. In-person attendance has increased in recent months, but giving, at any specific time, is now less dependent on how many people are physically worshipping in the building.
- As of April 30, income for the fiscal year-to-date was similar to the prior year and expenses were 36 percent higher, reflecting the reopening of the church building and increased activity there. General Fund giving was somewhat lower than projected as of April 30, but special giving for operations was higher. Both rental income and special giving were up considerably from the year before.
- The Paycheck Protection Program loan of \$110,470 awarded in 2021, which was forgiven (converted to a grant), has served as an offset to expenses. Epworth was awarded a similar loan of \$174,165 (also forgiven) the prior year. These loans have provided a financial cushion at a critical time.
- The generosity of the Epworth congregation is illustrated in the contributions to Ukraine humanitarian relief through UMCOR. More than \$10,000 has been donated.
- The proposed budget for the next fiscal year shows a \$25,000 deficit, in large part because of the expected \$300,000-plus cost of replacing the church roof. Financing terms for this project are being finalized, and a monthly expense of \$3,000 to \$3,500 is projected. The roof expense follows the commitment in 2020 to replace the HVAC system at a cost of \$250,000, which is being paid through an eight-year lease arrangement. We are optimistic that income will rise in the coming year. There are adequate funds in savings to cover unplanned expenses.
- We recognize the importance of having funds in reserve for capital expenses, and we plan to earmark funds for this purpose in future years if feasible.
- The Governing Board has approved the proposed budget. Expenses and income will be tracked closely and adjustments made as needed to be fiscally prudent.

Stewardship Campaign

- The 2021-2022 campaign came on the heels of two very successful prior campaigns, including one in the early months of the pandemic. While pledge totals and number of pledgers declined last year, the average pledge amount was higher than the year before and approximately one-third of pledgers increased their commitments.
- The 2022-2023 campaign is underway. We are optimistic that pledges will come in through the summer and that results will be more favorable this year. The campaign features an invitation to commit to donating an extra \$30 per month toward our outstanding mortgage balance.

Imagine The Possibilities (ITP) – Capital Campaign

- While the three-year campaign to pay down our mortgage officially ended in mid-2021, contributions have continued at a much slower pace. The campaign was very successful, with \$900,419 contributed to date – \$88,280 of it, by those who did not pledge to ITP. A total of \$938,160 was pledged. Based on this data, there has been a 96 percent return on the pledged amount – higher than the 90 percent level we were told to expect based on typical performance in such campaigns.
- The mortgage balance was \$195,613 as of mid-May, down nearly \$100,000 from a year ago and down roughly \$1 million from when the campaign began in 2018. We hope the mortgage can be paid off this calendar year, and event planning toward that end currently is taking place. Shedding financial obligations such as the mortgage frees up funds to expand our ministries and maintain our church home. Thanks to the generosity of the Epworth family for making this happen!
- Substantially paring our mortgage balance has helped us better manage finances to address capital needs – and to weather the financial uncertainty stemming from the pandemic.

2022 Charge Conference Report
Staff/Parish Relations committee (SPRC)
Monica Chmielewski, Chair

Celebrating the past-Giving Thanks for the Lord's Work through SPRC

- Confidentiality agreement signed
- Pastor evaluations will be completed and submitted on time.
- Staff evaluations to be completed by the end of June. Salary increases of 5% recommended for staff.
- Welcomed new members to the team:
 - Lori Waldee-Warden
 - Mike Fehrenbach
- Worked with Pastors Vicki and Bo on establishing goals and reviewed progress during mid-year
- Worked with Office Manager to change compensation process for janitorial services for special events to go through payroll. This will allow those wanting to use Epworth facilities to write one check to the church instead of multiple checks to individuals.
- Reviewed job descriptions for staff. This is done annually and used as a basis for end of year evaluations.
- Enforced COVID 19 vaccine mandate for staff. This resulted in the release of a staff member.
- After several months of postings for a Facilities Manager position on Indeed and Cape Gazette, hired John Hilt for this position.
- The SPRC team discussed and agreed to keep the current sick time plan in place which includes up to six weeks of paid sick time off.
- There was some concern about the building's use during inclement weather days. SPRC team agreed that when the building is closed due to snow, this would be advised to all groups, including the Food Ministry teams.
- The Food Ministry leadership was transitioned from a staff member to a volunteer ministry leader. This was done due to medical needs of the staff member and the growing demands of the Food Ministry team with re-opening of our building.
- Pastor Bo took on a leadership role for LRAC.
- Pastor Vicki applied on Epworth's behalf for a grant through Wesley Seminary to participate in a study entitled The Source Collaborative. The application was accepted. This requires a team of Epworth's leadership to participate in a two-year study to focus on the future church. Jack Palmer will participate from the SPRC team.
- Pastor Vicki was approached by Family Promises for Epworth to participate in their efforts to support homeless families. This ministry would be supported through our Caring Ministry leader. Families would stay at the church from 6pm to 6am for one week while Family Promises works to assist them find more permanent solutions for housing, employment and schooling.
- Pastor Vicki lead a book study with leaders and staff – How to Lead When You Don't Know Where You're Going by Susan Beaumont
- The Youth Group leadership is building a program for our middle and high school age youth. SPRC supports changing this from a volunteer position to a financially compensated position for the coming budget year.
- Pastor Bo will be a part time school bus driver for Cape Henlopen School District. This will require early morning and afternoon hours. He will take on this role at the end of this school year as a pilot. Future discussions will take place to insure this does not interfere with his pastoral duties.

Looking Forward-Opportunities and Challenges for 2021-2022

- Support Epworth's mission of Exploring Faith and Embracing Community which includes
 - Pastors goals
 - Wesley Seminary Source Collaborative results
 - Ensure Epworth has more than adequate staff to assist ministries thrive

2022 Charge Conference Report

Epworth Board of Trustees

Bernadette M. Maher, President

2021 -2022 Summary of Trustee Activities

- Conducted a Space Assessment audit of all rooms within the church building. As a result, the following reassignments occurred:
 - a) Able room was fully dedicated to the Food Ministry for their use in food preparation, sorting, and storing of incoming food.
 - b) Scotts chapel was dedicated to the Boys and Girls club who needed more space for daily activities.
 - c) Youth room was cleared out of storage items not used in order that the room could be used for the Youth Ministry once again.
 - d) Bradford and Baker rooms were cleaned out of many old and non-used books which were donated to thrift stores in the area.
 - e) Bins containing AA, Overeaters Anonymous, and other meeting groups materials were consolidated and stored in the coat closet old pantry case to ease clutter in various rooms.
 - f) The Food Ministry is renting a portable metal storage container to house non perishable food overflow and other paper products so that valuable space within the church is available.
- Oversaw and monitored the installation of a completely new roof on the church building thus extending its useful life expectancy another 25-30 years.
- Developed a Log Report for repair companies who need to access the roof to sign in on the log report so we can monitor who has been on the roof should any damage result, to the new roof, due to carelessness of the contractor(s).
- Instituted a Confidentiality Agreement for all trustee members to signed modeled after the Governing boards similar agreement to ensure meetings and discussions are governed by confidentiality.
- Installed no overnight parking signs in the parking lot perimeter areas to ensure no vehicles park overnight without permission.
- Installed no dumping signs near both trash and recycling dumpsters to eliminate private garbage disposal in the church's bins.
- Negotiated a 2% rental increase from the Boys & Girls Club for the next three years for the space they use daily within the church.
- Conducted an Interior Plant Beautification project which resulted in the following:
 - a) Diseased, dying and dead interior plants were removed.
 - b) Removal of mites and other insects from living plants by washing leaves and spraying.
 - c) Trimming of plants inside and outside the sanctuary to promote growth and make plants more aesthetically appealing.
 - d) Removed dead leaves and stems from the river rock flooring the plants reside on.
 - e) Rearranged larger plants for better light and placement appeal.
- Oversaw the outside landscaping company's removal and trimming of various bushes and trees blocking church windows thus decreasing the threat of vandalism.
- Received a substantial financial gift (in excess of \$30,000) from the daughter of a long-time active church member. The gift was presented to the trustees by her daughter at our October meeting.
- Installed new cushions on the pews in the hallway outside the sacristy to replace the old used and worn-out existing cushions.
- Hired a professional window cleaner to clean the sacristy windows inside and out. This had not been done professional for many years.
- The Safety Team continues to provide safety members for each Sunday service at both entrances. Doors are locked fifth teen minutes after the service has begun with a safety team member stationed at each entrance should there be late arrivals. The congregation has expressed their appreciation for looking out for their safety at Sunday services.
- The Preschool has continued its enrollment to near pre-pandemic levels. Class sizes will be larger so more teaches and assistants will need to be hired for the next year. The 2022 Summer Camp is filling up

quick and expected to cap out at 160 spots. Themes and teachers have been assigned and will be using classrooms one and two.

- The Cemetery Committee reported there were 15 graves and 36 niches sold in 2021. As of May 3, 2022, two graves and three niches, have been sold. This leaves 39 graves and 36 niches available to sell. The committee is also investigating the possibility of adding two or three new columbaria. The current financial status, balance sheet and profit and loss reports of the cemetery committee are in good standing and would be able to support these two or three new columbaries.

The remainder of 2022 will include:

- a) the power washing of the Dry-vit wall facade of the building by a professional power washing company.
- b) Review of the current fee structure the church charges for its use of various rooms within the church building.
- c) Painting of the white lines for parking spaces.
- d) Examining the rain gutters on the building for repair or replacement.
- e) Installation of a shed, at their expense, for the Boys and Girls club.
- f) Replacing the fencing, at their expense, in the playground area of the Boys and Girls club.
- g) Examining the concrete entrances for repair at the high traffic areas.
- h) Examining certain exterior walls for re-caulking.
- i) Evaluating certain kitchen equipment for replacement.

As always, it is the mission of the Board of Trustees to maintain the sanctity and safety of our facility and surround campus areas.

2022 Charge Conference Governing Board Report Linda L. Kauffman – Chair

The Governing Board is a very active board that lends support to the day-to-day operations and assists the Staff with decisions on topics that affect the entire operation of the Church. It is a cohesive group of leaders who bring varying perspectives to current topics regarding the functioning of the church.

The 2021-2022 year has been an interesting one starting with the continuation of COVID and worship with masks and social distancing to a fully open and functioning church. As is the case with all facets of church operation, the Governing Board continued to deal with Covid for most of the year. Covid fatigue was evident as the year started but with caution and good planning, we were able to open and have full worship services for both Christmas and Easter this year. It was a much-needed boost to the overall health of the Church. Fellowship between services has been reinstated and the happiness of a fully open church with fellowship can be seen and felt in the attendees. A more interactive Communion was initiated and in person attendance continues to increase each week. Online worship remains strong. COVID forced many to reimagine worship and Epworth did an outstanding job in creating a variety of ways for people to worship.

A new “Welcome Center” was created for those fairly new or first-time visitors. Our WINGS group is there every week offering information and a smile to all that stop by. This area exemplifies that ALL MEANS ALL.

Epworth will be celebrating its 125-year anniversary and the Governing Board is leading the effort to celebrate this milestone

Epworth has joined the Source Collaborative initiative led by Wesley Seminary. This is a great continuation of the planning and brainstorming sessions the Governing Board started in early 2021 to begin to reimagine “Epworth 2.0.” This initiative is a two-year program that encourages churches to identify the areas that are thriving within the church and those that may be struggling. We have engaged the entire congregation to help establish our values. Those values will be built upon as the program unfolds. The overall goal is a growing and thriving church. The outcome of this Initiative will give the Governing Board direction for future endeavors and will serve as our guiding principles for the future.

This year has been one with many challenges but many more opportunities. Each month, The Governing Board looks at current events, evaluates many facets of the overall operation of the church and looks ahead at future issues to address as we support the overall operation of the church and insure its continual growth and health.

The Source collaborative’s guiding scripture can be found in Ezekiel 47: The River from the Temple. This River, flowing from the temple had miraculous properties. It reversed the deadly saltiness of the Dead Sea and produced healing fruit on its banks. Swarms of living creatures thrive where the salty water becomes fresh and freely flows.

Let us look to our future and find our fresh water flowing freely, breathing new life into our world every day.

2022 Charge Conference Report Mike Tyler – Lay Leader

My faith journey and the work of Epworth continues despite the ongoing pandemic. The following are ways I continue to explore my faith and embrace the community in which I live:

- 1) Conducted several new member classes resulting in growing our church when many congregations are declining.
- 2) Expressing my faith through song in being a member of our Praise Team. Music is one of my favorite modes of prayer and Thanksgiving.
- 3) Lead one of the Food and Love soup kitchens providing lunches for the community.
- 4) Work with the Good Sam pantry in giving out food to those in need.
- 5) Teach Sunday School
- 6) Assist with the Youth Group which is starting to grow
- 7) Participating in the making of a video for our communications page of our website

There have been challenges with the pandemic that has curtailed and delayed my goal of community outreach beyond the walls of Epworth. I am committed to begin attaining those goals by the following projects for the coming year.

Goals for 2022 – 2023

- 1) Conducting weekly meetings with new and established members to assist and guide them in development of missions.
- 2) Attending services of sister congregations and denominations as interfaith connections are important to me.
- 3) Working at the Community Resource Center that helps the community with many societal issues.
- 4) Volunteer at The New Life Thrift Store which benefits the missions of churches in our area.
- 5) Continuing work with youth through Read Aloud Delaware and Pathways to Success. Both organizations provide guidance and encouragement to our young.
- 6) Becoming a part of The Greater Villages of Lewes in assisting the aging population to remain in their homes by “aging in place.” This allows for their independence and the hopes of not needing assisted living or nursing home care.

My overall goal of living a life dedicated to Christ is one of compassion and mercy. I firmly believe that it is not our words, but our actions, that speak of our faith. One of my favorite songs continues to be “They will know we are Christians by our love.”

Epworth embodies that song. I want and need to be a part of that ongoing mission.



LAY SERVANT'S REPORT
PENINSULA – DELAWARE ANNUAL CONFERENCE
REPORT OF THE LAY SERVANT TO THE CHARGE CONFERENCE



ANNUAL REPORT

This report covers the period from your 2020 charge conference to your 2021 charge conference.

PART 1. DATA ON THE LAY SERVANT

Name: ☐ Mr. ☐ Mrs. ☒ Ms. Gwen Osborne
 What name do you go by (e.g. Sue, Bob): Gwen
 Address: 33045 E. Light Drive
 City/State/Zip: Lewes, DE 19958
 Home Phone: 443-745-6950 Work Phone: Enter text.
 Email: gosborne@epworth.faith

District: Dover
 Home Church: Epworth United Methodist Church
 Church Address: 19285 Holland Glade Road
 City/State/Zip: Rehoboth Beach, DE 19971
 Church Phone: 302-227-7743

PART 2. STATUS OF THE LAY SERVANT

I am applying to BEGIN as a:

- ☒ certified lay servant ☐ local church lay servant
 I ☒ have ☐ have NOT completed the basic training course for lay servant.
 I ☒ have ☐ have NOT completed an advanced training course for lay servant.

I am applying for RENEWAL as a:

- ☒ certified lay servant ☐ local church lay servant
 What year did you complete the LAST advanced course you took? 2020
 What was the TITLE of the LAST advanced course you took? The Spirit and Art of Conflict Resolution

(Renewal applicants must also complete other side of this form)

PART 3. REQUEST OF THE LAY SERVANT

I hereby request recommendation of my pastor and my charge conference to begin or renew as a

- ☒ certified lay servant ☐ local church lay servant for the ensuing year.

Gwen Osborne

Gwen Osborne
 (Lay Servant)

(signed)

Date: Click here to enter a date.

PART 4. RECOMMENDATION OF THE PASTOR

I recommend concurrence with the request of the this lay servant to begin or renew as a

- ☒ certified lay servant ☐ local church lay servant for the ensuing year.

William J. Stine
 (Pastor)

(signed)

Date: Click here to enter a date.

PART 5. CHARGE CONFERENCE RECOMMENDATION

The charge conference of the Click here to enter text.

recommends that the above lay servant begin or renew as a

- ☐ certified lay servant ☐ local church lay servant for the ensuing year.

(signed)

Date: Click here to enter a date.

(District Superintendent)

PART 6. ACTION BY THE DISTRICT COMMITTEE ON LAY SERVANT

This application to begin or be renewed as a ☐ certified lay servant

☐ local church lay servant within the

District District of the Peninsula-Delaware Annual Conference is

☐ approved ☐ NOT approved for the ensuing year.

(signed)

Date: Click here to enter a date.

(Chair, District Committee on Lay Servant Ministry)

LAY SERVANT'S ANNUAL REPORT

PART 7. MINISTRIES BY THE LAY SERVANT

During the past year I have participated in these ministry opportunities:

- ☒ served as MEMBER of committee, board, commission, council, task force:
- ☒ at my local church (what): Epworth UMC
 - ☒ beyond my local church: CAMP Rehoboth
 - ☐ in my district (what): Click here to enter text.
 - ☐ in my conference (what): Click here to enter text.
 - ☐ in my jurisdiction (what): Click here to enter text.
 - ☐ at the general church level (what): Click here to enter text.
 - ☒ served as CHAIR of committee, boards, task force (what): Belongings Ministry
 - ☒ served as a volunteer at a community agency: CAMP Rehoboth
 - ☐ served as a volunteer in a care-giving institution (what): Click here to enter text.
 - ☐ provided one-on-one caring: Click here to enter text.
 - ☐ at a hospital, nursing home, or to a shut-in: Click here to enter text.
 - ☐ in membership/evangelism visitation: Click here to enter text.
 - ☐ other: Click here to enter text.
 - ☒ provided leadership in caring/outreach projects (food pantry, prison ministry, etc.): Food Ministry
Click here to enter text.
 - ☒ taught classes (what, how many): Belongings Classes
 - ☒ served as a worship leader in services (how many): 1
 - ☒ delivered devotional messages (where, how many): 3
 - ☒ preached in worship services (where, how many): 1

Additional leading, caring, and communicating ministries in which you participated (describe opportunity and your part in it):
Shared my faith story

- ☒ Yes ☐ No I have/have not taken Safe Sanctuary training under the Peninsula-Delaware Annual Conference to work with Youth and Adults.

PART 8. PERSONAL AND SPIRITUAL GROWTH BY THE LAY SERVANT

In what activities have you engaged and/or what books have you read and used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; or to improve your skills in leading, caring, and communicating? Becoming a Welcoming Church, Seat of the Soul, Making Sense of the Bible

PART 9. FEEDBACK BY THE LAY SERVANT

Do you believe that you have had adequate opportunity for service as a lay servant this past year?	☒ Yes	☐ No
(If no, please explain) Click here to enter text.		
What additional training or support do you need? N/A		
Give your recommendations for improving lay servant ministry in your district or annual conference: Like to see Zoom classes and to give more advance notices when classes are to be canceled.		

THIS CHARGE CONFERENCE REPORT FORM HAS BEEN APPROVED FOR USE WITHIN THE DISTRICTS OF THE
PENINSULA – DELAWARE ANNUAL CONFERENCE

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**CERTIFIED LAY MINISTER
ANNUAL REPORT TO THE CHARGE CONFERENCE**

Initial Application or Request for Renewal



Report for year ending 2022

SECTION I: DATA ON THE CERTIFIED LAY MINISTER

Name (Mrs. ☐ Ms. ☒ Mr. ☐) Gwen Osborne
Address 33045 E. Light Drive City/State/Zip Lewes, DE 19958
Telephone 443-745-6950 E-mail gosborne@epworth.faith
Name of District Dover
Name of Church Epworth United Methodist Church
Church Address 19285 Holland Glade Road City/State/Zip Rehoboth Beach, DE 19971
Church Telephone 302-227-7743

SECTION II: STATUS OF THE CERTIFIED LAY MINISTER

☐ **For initial application** as a Certified Lay Minister

1. Are you currently a Certified Lay Servant? ☒ Yes ☐ No
2. What year did you complete your Basic Course? 2020
3. What year did you complete your Advanced Course for certification as a lay servant? _____
4. What was the title of your Advanced Course? _____
5. Which of the following required Lay Speaking courses have been completed?
☒ Module 1: Call and Covenant for Ministry ☒ Module 2: The Practice of Ministry
☒ Module 3: Organization for Ministry ☒ Module 4: Connection for Ministry

(Upon completion of the required course work and after completion of appropriate screening and assessment, the CLM candidate requests a letter of recommendation from his/her District Superintendent. The CLM candidate then applies in writing and appears before, the district committee on ordained ministry for interview and recommendation for certification.)

☒ **For recertification** as a Certified Lay Minister

1. What year did you first become certified as a Lay Minister? 2020
2. Date of last review of CLM status: 2020 Approved: ☒ Yes ☐ No
3. What year did you complete your last approved continuing education event? 2020 COVID Limited
4. What was the title of your last approved continuing education event? The Spirit and Art of Conflict Resolution

(Upon completion of the required course work and after completion of appropriate screening and assessment, the CLM candidate requests a letter of recommendation from his/her District Superintendent. The CLM candidate then applies in writing and appears before, the district committee on ordained ministry for interview and recommendation for certification.)

SECTION III: REQUEST OF THE CERTIFIED LAY MINISTER

I request a recommendation from my pastor and church council or charge conference to become or continue as a Certified Lay Minister.

For those not currently under assignment:

☒ I request a ministry review by my church council/charge conference where my membership is held. (every two years)

For those currently under assignment:

☐ I request a ministry review by the church council/charge conference where I am assigned. (every two years)

Date 6/13/22 Certified Lay Servant/Certified Lay Minister Gwen Osborne
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SECTION IV: RECOMMENDATION OF THE PASTOR (for initial application)

I recommend concurrence with the request of this person to become or continue as a Certified Lay Minister.

Date 6-7-22 Pastor [Signature]

SECTION V: RECOMMENDATION OF THE CHURCH COUNCIL/CHARGE CONFERENCE

The church council/charge conference of _____ (church/charge) recommends the above person become or continue as a Certified Lay Minister.

Date _____ Church Council Chair _____

SECTION VI: MINISTRIES OF THE CERTIFIED LAY MINISTER

During the past year, I have participated in ***caring ministries*** as follows:

- ☐ served as a volunteer in a care-giving institution ☐ provided one-on-one caring
☐ at a hospital, nursing home, or to a shut-in ☐ in membership/evangelism visitation
☒ served in caring/outreach projects (food pantry, prison ministry, etc)
☒ other caring activities (Please list) CAMP Rehoboth

During the past year, I have participated in ***leading ministries*** as follows:

- ☒ served as member of committee, board, commission, council, task force, etc.
☒ as a volunteer at a community agency
☒ at my local church
☒ beyond my local church
☐ on my District ☐ Conference ☐ Jurisdiction ☐ General Church level
☐ other leading activities (Please list) _____

During the past year, I have participated in ***communicating ministries*** as follows:

- ☒ brought message in 1 worship services
☒ served as worship leader in 1 services
☒ delivered 3 devotional messages
☒ taught 4 classes
☐ shared my faith story _____
☐ other speaking activities (Please list) _____

During the past year I have participated in additional opportunities for ministry as follows (*Additional writing space below*):
Food Ministry, Groups, Children's Activities - Egg Hunt

SECTION VII: PERSONAL AND SPIRITUAL GROWTH BY THE CERTIFIED LAY MINISTER

In what activities have you engaged and/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking?
Becoming a welcoming Church, Seat of the Soul, Making Sense of the Bible

SECTION VIII: FEEDBACK BY THE CERTIFIED LAY MINISTER

Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? ☐ Yes ☒ No (If yes, please list those areas below.)

Additional Writing Space

(Please be sure to indicate which question you are answering.)

The past year has had its challenges; however, I feel our church is growing and moving in a clear positive direction.

Our Sunday School continues to grow weekly. We have a new Youth Leader and she is doing a wonderful job with our young adults. In time this will become a very good safe haven for our youth and the youth in the community where they can grow their faith and strengthen relationships.

COMMITTEE ON NOMINATIONS AND LEADERSHIP DEVELOPMENT
GOVERNING BOARD & STANDING COMMITTEES For July 1, 2022 - June 30, 2023

GOVERNING BOARD

CHAIRMAN	Linda Kauffman	
LAY LEADER	Mike Tyler	<u>Todd Popham (2023)</u>
LEAD PASTOR	Vicki Gordy-Stith	
SECRETARY	Vicki Sessoms	
TRUSTEE CHAIR	Bunny Maher	
SPRC CHAIR	<u>Jack Palmer</u>	
FINANCE CHAIR	David Hagelin and David Streit	

MINISTRY TEAM LEADERS/PROGRAM MANAGERS

INVITING	Bob Joynson/Bo Gordy-Stith
BELONGING	Loretta Mahan/Gwen Osborne
CONNECTING	Murray Archibald/Vicki Gordy-Stith & Doug Yetter
CARING	Dee Speck/Mickie McManamon
LAY MEMBERS TO ANNUAL CONFERENCE	Suzanne Landon (14)
	Ruth Ann Curley (19)
	David Garrett (15)
	David Szumski (19)
	Sandra Waldee-Warden (21)
RESERVE LAY MEMBER	

SUPPORT TEAMS

BOARD OF TRUSTEES

President	Bunny Maher (16)
1st Vice President	David Garrett (21)
Secretary	
Staff Representatives	Darlene Ford
	Vicki Gordy-Stith
2023 Term	Penny MacLennan (18)
	Evans Shearron (16)
2024 Term	Bunny Maher (16)
	Mike Reynolds (21)
	David Garrett (21)
	Rosemarie Schmidt (21)
2025 Term	<u>Bob Joynson (22)</u>
	<u>Len Johnson (22)</u>
	<i>Amenable to the Board of Trustees (2012 Discipline)</i>

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Cemetery Committee -- A Standing Committee

Leader	Roger Truitt
Secretary	Sandy Roberts (17)
Representatives of Trustees (2)	Bunny Maher (16)
Cemetery Representative	Jay Stevenson (12)
Lay Members	Dee Speck (17)
	Rick Downes (18)

STAFF-PARISH RELATIONS COMMITTEE

Leader	<u>Jack Palmer (17)</u>
Pastor	Vicki Gordy-Stith
Lay Member to Annual Conference	Suzanne Landon
2023 Term	Rob Linder (19)
2024 Term	Jack Palmer (17)
	Lori Waldee-Warden (21)
	Mike Fehrenbach (21)
2025 Term	<u>Sandy Pierce (22)</u>
	<u>Cindy Hot (22)</u>

NOMINATIONS & LEADERSHIP DEVELOPMENT

Chair	Vicki Gordy-Stith (Lead Pastor)	
Co-Chair	Gwen Osborne	
Lay Leader	Mike Tyler	<u>Todd Popham (2023)</u>
2023 Term	Barbara Kurtz	
	Brett Svensson	
	Sue Spencer	
	Suzanne Landon	
2024 Term	Marti Garrett	
	Miriam Barton	
	Ruth Ann Barnes	

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FINANCE COMMITTEE

Leader (Co-Chairs)

Treasurer

Staff Support & Resources

Planned Giving

Trustee Representative

SPRC Representative

Governing Board Chair

2023 Term

2024 Term

2025 Term

David Hagelin & David Streit

Chuck Hartsock (15)

Darlene Ford, Account Manager

Vicki Gordy-Stith

Lauren Stayton

Bunny Maher (16)

Jack Palmer (17)

Linda Kauffman

Sandy Kennedy

David Hagelin

David Streit

Karen West

Rob Cline

Jeanne Jerfsten (22)

2021 KEY LEADERSHIP LIST

CHURCH/CHARGE	Epworth UMC	CITY/STATE	Rehoboth Beach, DE
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INSTRUCTIONS:

- The left column (2021) **must** be completed every year for each filled position in your church, even if you have previously given the information to your District Office.
- The right column (2022) **must** be completed in one of the ways listed below:
 - If there is a new person in the position, the right column must be filled out completely.
 - If the person from the prior year is remaining in the position but they have a change in their contact information, the right column must be filled out completely.
 - If there are no changes to the position from the previous year, you will only need to enter the person's name in the right column (filling out the left column is still required).

LAY LEADER			
Current (2022)		New (2023)	
Name:	Mike Tyler	Name:	Todd Popham
Email:	miketylerde@gmail.com	Email:	toddpopham@gmail.com
Work:	302-645-6690	Work:	
Mobile:	302-339-5780	Mobile:	443-517-3150
Home:		Home:	
Address:	34297 Summerlyn Dr., Unit 516 Lewes, DE 19958	Address:	18380 Alpine Loop Rd Lewes DE 19958

ADMINISTRATIVE BOARD/COUNCIL CHAIR			
Current (2022)		New (2023)	
Name:	Linda Kauffman	Name:	Linda Kauffman
Email:	llkauffman@verizon.net	Email:	llkauffman@verizon.net
Work:		Work:	
Mobile:	302-853-2303	Mobile:	302-853-2303
Home:	302-226-2344	Home:	302-226-2344
Address:	35136 South Drive Lewes, DE 19958	Address:	35136 South Drive Lewes, DE 19958

PASTOR-PARISH CHURCH CHAIR			
Current (2022)		New (2023)	
Name:	Monica Chmielewski	Name:	Jacob Palmer
Email:	Mchmielewski60@me.com	Email:	jacob.palmeriii@gmail.com
Work:		Work:	
Mobile:	410-507-6456	Mobile:	
Home:		Home:	(302) 703-6162
Address:	21 Winchelsea Court Rehoboth Beach, DE 19971	Address:	18542 Rose Ct. Lewes DE 19958

PASTOR-PARISH CHARGE CHAIR			
Current (2022)		New (2023)	
Name:	N/A	Name:	
Email:		Email:	
Work:		Work:	
Mobile:		Mobile:	
Home:		Home:	
Address:		Address:	

2021 KEY LEADERSHIP LIST

FINANCE COMMITTEE CHAIR			
Current (2022)		New (2023)	
Name:	David Hagelin	Name:	David Hagelin
Email:	dmhagelin@gmail.com	Email:	dmhagelin@gmail.com
Work:		Work:	
Mobile:	614-270-7781	Mobile:	614-270-7781
Home:		Home:	
Address:	13 Leighs Way Rehoboth Beach, DE 19971	Address:	13 Leighs Way Rehoboth Beach, DE 19971
FINANCE COMMITTEE CHURCH TREASURER			
Current (2022)		New (2023)	
Name:	Chuck Hartsock	Name:	Chuck Hartsock
Email:	khartsock@verizon.net	Email:	khartsock@verizon.net
Work:		Work:	
Mobile:	410-952-5840	Mobile:	410-952-5840
Home:	302-945-4497	Home:	302-945-4497
Address:	32623 Seaview Loop Millsboro, DE 19966	Address:	32623 Seaview Loop Millsboro, DE 19966
TRUSTEE COMMITTEE CHAIR			
Current (2022)		New (2023)	
Name:	Bunny Maher	Name:	Bunny Maher
Email:	bunnymaher@comcast.net	Email:	bunnymaher@comcast.net
Work:		Work:	
Mobile:	610-297-6732	Mobile:	610-297-6732
Home:		Home:	
Address:	16779 Brookstone Drive Milton, DE 19968	Address:	16779 Brookstone Drive Milton, DE 19968
LAY MEMBER (TO ANNUAL CONFERENCE)			
Current (2022)		New (2023)	
Name:	Suzanne Landon	Name:	Suzanne Landon
Email:	suzannejl@aol.com	Email:	suzannejl@aol.com
Work:		Work:	
Mobile:		Mobile:	
Home:	302-542-3488	Home:	302-542-3488
Address:	205 Loganberry Lane Rehoboth Beach, DE 19971	Address:	205 Loganberry Lane Rehoboth Beach, DE 19971
RESERVE LAY MEMBER (ALTERNATE TO ANNUAL CONFERENCE)			
Current (2022)		New (2023)	
Name:	Sandra Waldee-Walden	Name:	Sandra Waldee-Walden
Email:	Waldeewarden2@gmail.com	Email:	Waldeewarden2@gmail.com
Work:		Work:	
Mobile:	302-584-3427	Mobile:	302-584-3427
Home:		Home:	
Address:	36430 Warwick Drive Rehoboth Beach, DE 19971	Address:	36430 Warwick Drive Rehoboth Beach, DE 19971

2021 KEY LEADERSHIP LIST

NATIVE AMERICAN MINISTRIES REPRESENTATIVE			
Current (2022)		New (2023)	
Name:		Name:	
Email:		Email:	
Work:		Work:	
Mobile:		Mobile:	
Home:		Home:	
Address:		Address:	

YOUTH MINISTRIES COORDINATOR			
Current (2022)		New (2023)	
Name:	Gwen Osborne	Name:	Joy Gordy-Stith
Email:	Signarama.gwen@comcast.net	Email:	jgordystith@yahoo.com
Work:		Work:	
Mobile:	443-745-6950	Mobile:	302-750-3964
Home:		Home:	
Address:	33045 East Light Drive Lewes, DE 19958	Address:	81 Ponds Edge Court Felton, DE 19943

UNITED METHODIST WOMEN PRESIDENT			
Current (2022)		New (2023)	
Name:	Sue Spencer	Name:	Sue Spencer
Email:	Beachwalker99@outlook.com	Email:	Beachwalker99@outlook.com
Work:		Work:	
Mobile:	443=536-9573	Mobile:	443=536-9573
Home:		Home:	
Address:	18480 Carters Grove Circle, Plantations, Unit 7, Lewes, DE 19958	Address:	18480 Carters Grove Circle, Plantations, Unit 7, Lewes, DE 19958

UNITED METHODIST MEN PRESIDENT			
Current (2022)		New (2023)	
Name:		Name:	
Email:		Email:	
Work:		Work:	
Mobile:		Mobile:	
Home:		Home:	
Address:		Address:	

CHURCH STAFF (SECRETARY/ADMINISTRATIVE ASSISTANT)			
Current (2022)		New (2023)	
Name:	Barbara Kurtz	Name:	Barbara Kurtz
Email:	Kur448@aol.com	Email:	Kur448@aol.com
Work:		Work:	
Mobile:	717-916-0486	Mobile:	717-916-0486
Home:		Home:	
Address:	24313 Zinfandel Lane, Bldg. 19, Unit 104, Lewes, DE 19958	Address:	24313 Zinfandel Lane, Bldg. 19, Unit 104, Lewes, DE 19958

2021 KEY LEADERSHIP LIST

COMMITTEE ON DISABILITIES CHAIR			
Current (2022)		New (2023)	
Name:		Name:	
Email:		Email:	
Work:		Work:	
Mobile:		Mobile:	
Home:		Home:	
Address:		Address:	

LAY MEMBER TO ANNUAL CONFERENCE			
Current (2022)		New (2023)	
Name:	Ruth Ann Curley	Name:	Ruth Ann Curley
Email:	racurley@cs.com	Email:	racurley@cs.com
Work:		Work:	
Mobile:	302-228-4393	Mobile:	302-228-4393
Home:	302-227-3992	Home:	302-227-3992
Address:	126 Shady Ridge Drive Rehoboth Beach, DE 19971	Address:	126 Shady Ridge Drive Rehoboth Beach, DE 19971

LAY MEMBER TO ANNUAL CONFERENCE			
Current (2022)		New (2023)	
Name:	David Garrett	Name:	David Garrett
Email:	Dlgarrett4rb@gmail.com	Email:	Dlgarrett4rb@gmail.com
Work:		Work:	
Mobile:	302-515-5290	Mobile:	302-515-5290
Home:		Home:	
Address:	19491 Bridgewater Drive Rehoboth Beach, DE 19971	Address:	19491 Bridgewater Drive Rehoboth Beach, DE 19971

RESERVE MEMBER TO ANNUAL CONFERENCE			
Current (2022)		New (2023)	
Name:	David Szumski	Name:	David Szumski
Email:	dszumski@beebehealthcare.org	Email:	dszumski@beebehealthcare.org
Work:		Work:	
Mobile:		Mobile:	
Home:	302-227-2659	Home:	302-227-2659
Address:	18845 Sylvan Drive Rehoboth Beach, DE 19971	Address:	18845 Sylvan Drive Rehoboth Beach, DE 19971

FINANCE CO-CHAIR			
Current (2022)		New (2023)	
Name:	David Streit	Name:	David Streit
Email:	david@commoditywx.com	Email:	david@commoditywx.com
Work:		Work:	
Mobile:	240-688-0816	Mobile:	240-688-0816
Home:		Home:	
Address:	37383 Oxford Court Rehoboth Beach, DE 19971	Address:	37383 Oxford Court Rehoboth Beach, DE 19971

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Report of the Trustees

The trustees are amenable to the Charge Conference and as such are required to make an annual report

(¶ 2549). Additional reports should be made as requested by the Charge Conference or Church Council or equivalent. Numbers in parentheses refer to paragraphs in the 2016 *Book of Discipline*.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and the board of trustees.

Epworth United Methodist Church	Church	Rehoboth Beach, DE	Charge
Dover	District	Peninsula-Delaware	Annual Conference

For the period beginning 7/1/21, and ending 5/31/22
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

1. Organization for the present conference year was effective (date) _____, by electing the following officers (no less than three, and up to nine persons):

	Name	Term Expires
President	Bernadette Maher	2023
Vice President	David Garrett	2024
Member	Mike Reynolds	2024
Member	Penny MacLennan	2023
Member	Evans Shearon	2023
Member	Rosemarie Schmidt	2024
Member	Robert Joynson	2025
Member	Len Johnson	2025
Member		

2. Is the local church incorporated (¶2529.1)? ☒ Yes ☐ No

3. a. Name or names in which title to each piece of property is recorded, as shown by civil land records (¶¶2536, 2538):

	Name(s)	Office	Book	Page
Church Buildings	Epworth UMC	19285 Holland Glade Rd.	1726	120
Church Buildings				
Parsonages				
Parsonages				
Other	Epworth UMC Cemetery	187 Henlopen Ave	On File	
Other				

- b. Who is the custodian of deeds and other legal papers? Special Projects Manager

- c. Where are they kept? Deed File Cabinet

4. Does each deed contain trust clause (¶2503)? ☒ Yes ☐ No

5. Do you have a long-term plan for the replacement of facilities and equipment as they deteriorate? ☐ Yes ☒ No

6. a. Insurance (¶2533.2, 2550.7)

Item Insured/ Insurance	Replacement Value	Amount of Coverage	Type of Coverage	Company	Restricted By Coinsurance (Yes or No and amount)		Expires When
Church Buildings	\$13,827,600	Same	RC	Selective	Y ☐	Amount::	8/7/22
Parsonages	\$	\$			X ☐	Amount:	
Church Furnishings and Equipment	\$1,507,741	Same	RC	Selective	Y ☐	Amount::	8/7/22
Parsonage Furnishings and Equipment	\$	\$			X ☐	Amount:	
Vehicle(s)	\$20,000	Same	N/A	Selective	Y ☐	Amount::	8/7/22
General Liability		5,000,000	N/A	Selective	X ☐	Amount:	8/7/22
Worker's Compensation				Hartford	Y ☐	Amount::	8/7/22
Directors and Officers/Errors and Omissions/Crime		1,000,000	N/A	Selective	N ☐	Amount:	8/7/22
Professional Liability Coverage (Including Sexual Misconduct)		1,000,000	N/A	Selective	Y ☐	Amount::	8/7/22
					X ☐		

b. Have the buildings been inspected for fire and other safety hazards within the past year? x ☐ Yes ☐ No

c. Have you assessed the of replacement value within the last 5 years? ☐ Yes x ☐ No

d. Who performed the assessment?

e. Does the church have a Safe Sanctuary Policy? x ☐ Yes ☐ No

f. Is the amount of insurance adequate? x ☐ Yes ☐ No

(to determine adequacy of coverage, please use the GCFA Insurance Worksheet found at www.gcfa.org)

7. a. Has an annual accessibility audit for church properties been conducted (§ 2533.6)? x ☐ Yes ☐ No
(attach as a report; an example accessibility audit form may be found at www.gcfa.org)

b. If needed, have you developed an accessibility plan? ☐ Yes x ☐ No (Attach plan)

8. Provide a detailed list of income-producing and permanent funds:

Item	Date Received	Amount	Where Invested	Income	How Income is Used for Ministry
Cemetery	May 2001	557,391	Stcks,bnds,CD	141,744	Cemetery only
Endowment	2019	171,752	Vanguard	13,000	

(Attach as a supplement a statement "clarifying the manner in which these investments made a positive contribution toward the realization of the goals outlined in the Social Principles of the church and showing the investments are socially responsible..." § 2533.5 and § 2550.9)

President of Trustees

Bernadette Maher

Printed Name: Bernadette Maher

Date: 6-8-2022

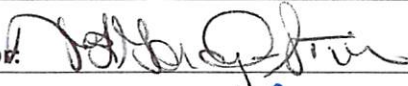
ANNUAL ACCESSIBILITY AUDIT FOR UNITED METHODIST CHURCHES (¶2533.6), Scored Version



Church Epworth UMC District Dover, DE

	Y	N	Description / Guidelines (see page 4 for scoring instructions)	Explain "N" answers (additional space on p. 5)
GETTING INTO THE CHURCH				
1- B	Y		Clearly visible signs mark <u>or</u> direct people to accessible entrances	
2- B	Y		1+ marked ADA parking spaces are on level ground near entrance	
3- G	Y		Wheelchair users don't have to go behind parked cars, cross traffic	
4- S	Y		At least 1 per 25 spaces is clearly marked with access symbol on vertical signs and on pavement (# of accessible spaces: _____)	
5- B	Y		Accessible parking spaces are 8' wide with adjacent 5' access aisle	
6- S	Y		At least one accessible space is van accessible: 11' wide with clearly marked adjacent 5' access aisle (or 8' space with 8' access aisle)	
7- B	Y		36" wide curb cuts (curb ramps) are provided close to parking	
8- B	Y		Route (sidewalk) from accessible parking to accessible building entrance is smooth, flat, and at least 36" wide (width: _____)	
9- B	Y		Entrance is level <u>or</u> has exterior ramp with non-slip surface and minimum width of 36" between handrails (width: _____)	
10- S	Y		Ramp has max. incline of 1:12 (length: _____ rise: _____ ratio: _____) with no more than 30' between level landings, <u>or</u> entrance is level	
11- S	Y		34-38" handrails are on both sides of exterior ramp/ stairs, lower ramp railing is no higher than 4" above deck, <u>or</u> entrance is level	
12- B	Y		There is a 60"x 60" level platform at entry door (size: _____) with space (~ 18") on pull side of door <u>or</u> automatic door opener used	
13- G	Y		Automatic door opener available, <u>or</u> attended doorbell for assist	
14- B	Y		Entrance door is 36" wide; threshold no more than beveled ½" high	
GETTING AROUND THE CHURCH				
15- B	Y		Signs in entrances/ halls direct visitors and help them locate rooms	
16- B	Y		Corridors are at least 36" wide and have non-glare floor surface	
17- B	Y		Objects that protrude more than 4" from the wall have a lower edge no higher than 27" above the floor, or a barrier such as a planter or guard rail, to allow detection with a cane	
18- B	Y		Multi-level buildings provide access to all common/ most program areas via elevator, lift and/ or ramp(s), <u>or</u> building is on one level	
19- B	Y		Interior doorways have a minimum of 32" clearance and thresholds are level or are no more than ½" high and beveled	
20- S	Y		Door handles to ADA bathrooms/ common areas are easy to grasp, operate with one hand (e.g. lever style) using less than 6 lbs. force	
21- S	Y		Carpet pile is even, no more than ½" thick, with no or firm padding; floor mats have non-slip backing and are stable	
22- G	Y		Fire alarm controls and extinguishers are no more than 48" (h: _____) from floor; visual and auditory fire alarms are in place	
23- B	Y		At least one marked ADA unisex/ family restroom (<u>or</u> one stall in male & female restrooms) is accessible from each floor; has ~60"x 60" turning space with 33 – 36" high wall-mounted grab bar next to toilet extending 54" from back wall; toilet height 17 – 19" (h: _____)	
24- S	Y		27" sink clearance from floor (h: _____), w/ easy to operate controls (lever style, automatic, etc.), hot water & drain pipes are covered	
25- B	Y		Soap dispenser and paper towels are mounted no higher than 48" (h: _____) <u>or</u> placed on counter for access	
26- B	Y		Bottom edge of at least one mirror is 40" or lower (h: _____)	

	Y	N	Description / Guidelines (see page 4 for scoring instructions)	Explain "N" answers (additional space on p. 5)
27- B	Y		Drinking fountain is no higher than 36" with easy hand controls and wheelchair clearance, <u>or</u> paper cups are provided	
28- B	Y		Interior stairs/ ramps have handrails on both sides, <u>or</u> all one level	
29- S	Y		Top/bottom step edges & ramp level changes marked, <u>or</u> one level	
SANCTUARY, CLASSROOMS, AND FELLOWSHIP AREA				
30- B	Y		At least 1-2 level pew cuts/spaces for wheelchair users are available	
31- S	Y		Wheelchair spaces are 33"x48" forward or 33"x60" side approach (size: _____), distributed throughout the room for choice in seating, with view of pulpit/ screen when others stand	
32- G	Y		Chancel area and choir loft are accessible, e.g. with ramp or lift	
33- S	Y		Handrail(s) provided for steps to the chancel, <u>or</u> chancel is level	
34- B	Y		At least one aisle in each space is 36" wide or more (w: _____)	
35- B	Y		Fellowship - e.g. potlucks, coffee hour- is offered in accessible space	
36- B	Y		In fellowship area and classrooms at least one table has minimum of 27" clearance on the underside, and a maximum height of 34"	
37- B		N	1-2 sturdy chairs have armrests, seats ~18" from floor, & no wheels	No armrests
COMMUNICATIONS AND ENVIRONMENT				
38- S	Y		Members are sensitized about need to minimize use of fragrances	
39- G	Y		Soaps, cleaning products and other chemicals are fragrance free; candles are unscented and non-petroleum-based	
40- S	Y		Projected words (e.g. song lyrics) use large font and good contrast	
41- B	Y		Large print bulletin, song lyrics, & scriptures provided <i>on request</i>	
42- S		N	Braille <u>or</u> electronic documents provided <i>upon advanced request</i>	No Braille, yes to others
43- B	Y		Microphone used by all speakers or comments are repeated at mic.	
44- S	Y		Assisted listening system (FM and/or loop) & receivers are available	
45- G	Y		ASL sign language interpreter is provided <i>upon advanced request</i>	
46- S	Y		Print/ e-mailed copies of sermon provided <i>upon advanced request</i>	
47- G	Y		Captions are provided / turned on for videos and other media	
ATTITUDES				
48- B	Y		Accessibility measures and who to contact for questions described in bulletin, website, maps, Find-A-Church site, <u>and/or</u> signage	
49- B	Y		Pastor(s), ushers, greeters, and leaders have learned and practice appropriate disability etiquette and hospitality	
50- S	Y		Signs, websites, <u>and/or</u> bulletin boards offer evidence that people with visible and hidden disabilities are welcome and included in the life of the congregation, e.g. through support group info., photos	
51- B	Y		Disruptions are accepted and incorporated into worship	
52- B	Y		Qualified service animals (e.g. guide dogs) are welcome within the church building(s) including the sanctuary and fellowship hall	
53- B	Y		Congregation works to use inclusive, person-first language in worship, e.g. people are invited to "rise in body or in spirit"	
54- S	Y		Classes and programs are adapted <i>as needed</i> to facilitate active participation of children and adults with disabilities	
55- B		N	Disability Awareness Sunday ¶265.4 observed during past 1-2 years	None provided
56- S	Y		Gifts of persons with disabilities are identified and used in service, worship, and leadership roles, and to help to improve access	
57- B	Y		Needs of people on special diets are considered when food is offered, including gluten-free & alcohol-free communion elements	
58- S	Y		Transportation offered plus valet parking <u>or</u> parking lot assistance	
59- S		N	"Buddy" system offered for individuals needing 1:1 support	Not offered

GOALS FOR ACCESSIBILITY IMPROVEMENT FOR THE UPCOMING YEAR		Target Date
1.		
2.		
3.		
4.		
YES _____ NO _____ Request consultation from Conference Disability Concerns Committee Comments (continue on p. 5 or additional pages if needed):		
Signature of Pastor: 		Date 6-7-22
Signature of Trustees Chairperson: 		Date

Date Form Completed 6/1/22 Charge Conference Date 6/22/22

PLEASE PRINT NAMES AND PROVIDE PHONE NUMBER OR E-MAIL ADDRESS:

Form completed by Debbie Hunt Contact information dhunt@epworth.faith

Contact person for church Debbie Hunt Contact information dhunt@epworth.faith

PLEASE NOTE:

- This form is for use on existing buildings only; refer to current ADA & state regulations for construction or major remodeling projects: https://www.ada.gov/2010ADASTandards_index.htm.
- The survey should be completed by a team including a member of the trustees, and people with construction, architecture and/or rehabilitation backgrounds. Include persons with disabilities and family members, especially someone who uses a wheelchair and someone with low vision, in the process.
- Interview individuals with disabilities and family members of children and adults with disabilities to learn how welcoming your congregation is and to help set priorities.
- This is not an all-inclusive listing of ADA guidelines or appropriate accommodations, but rather represents basic first steps that a church may take to begin to implement accessibility measures.
- Resources are available through your conference Disability Concerns Committee (§653) and through the DisAbility Ministry Committee of the UMC at <https://umcdmc.org/resources/accessibility-and-united-methodist-churches/> (check subheadings, too) to help you plan and carry out improvements.

**PENINSULA-DELAWARE ANNUAL CONFERENCE
SAFE SANCTUARIES
LOCAL CHURCH/CHARGE SELF-ASSESSMENT AND STATEMENT OF COMPLIANCE**

The Safe Sanctuaries Policy of the Peninsula-Delaware Conference (PDC) is seeks to ensure that each local church provides a safe and secure environment for all children, youth and adults who participate in its ministries and activities. This document serves two purposes:

1. It provides the local church with a clear and concise way to determine if it is in compliance with the PDC Safe Sanctuaries Policy.
2. It alerts the District Superintendent (DS) if there are areas of non-compliance and the date by which the non- compliance will be remedied.

Instructions:

- Indicate compliance status (Yes or No) for each of the operating guidelines.
- Indicate date by which non-compliance will be resolved for any section for which the answer is "No."
- Ensure that certification section is signed by the Pastor and Chairperson of Trustees.
- Submit with Charge Conference Reports.

Operating Guideline	Compliance Status	Anticipated Compliance Date
A Safe Sanctuaries Policy has been adopted by the local church/charge (may be combined with Sexual Ethics Policy)	Yes	
A SAFE Team has been formed and has reviewed compliance with the Safe Sanctuaries Policy	Yes	
All volunteers and staff who work with children or youth have been trained annually in Safe Sanctuaries Policy and Operations	Yes	
All volunteers and staff who work with children or youth have been trained annually in First Aid and CPR	No	10/1/22
The Trustees have completed an annual review of all church facilities accommodating children or youth including, but not limited to, Sunday School rooms & doors, age and activity appropriate equipment, first aid kits and fire extinguishers and 911 postings by telephones.	Yes	
The SAFE Team has verified adherence to the "Six-Month Membership" rule for volunteers working with children or youth	Yes	
The SAFE Team has verified that all staff and volunteers working with children or youth have completed a written application, personal reference form, driver license and criminal background check and participation covenant and that the confidentiality of these records are protected.	Yes	
No individuals who have been convicted of any crime against a child or teenager have been accepted as a worker with children or youth.	Yes	
Basic Procedures for Safe Ministry (as defined in Safe Sanctuaries for Youth)	Yes	
All staff and volunteers have been trained on <i>Appropriate Interpersonal Boundaries</i>	Yes	
The Two-Adult Rule is observed at all times during church sponsored programs or events	Yes	

**PENINSULA-DELAWARE ANNUAL CONFERENCE
SAFE SANCTUARIES
LOCAL CHURCH/CHARGE SELF-ASSESSMENT AND STATEMENT OF COMPLIANCE**

All staff and volunteers are at least five (5) years older than the youth they lead	Yes	
No worker under the age of eighteen (18) serves in an adult capacity	Yes	
All rooms set aside for children or youth have a door with a window or a half-door	Yes	
Open-door counseling is required when working with youth and any counseling need by a youth or the youth's family is confidentially reported to the pastor	Yes	
Counseling sessions are limited to two or three sessions and referral to a professional with expertise in the needs of youth are made, when necessary	Yes	
<i>Advance notice to parents</i> with full information about the event is provided, including the requirement for parent permissions and notification if a staff member or volunteer will be alone with a child	Yes	
<i>Participation Covenants</i> for all participants and leaders are required to establish behavior standards	Yes	
<i>Parent and Family Education</i> of the local church's Safe Sanctuaries policies and procedures is held annually	Yes	
<i>Appropriate Equipment and Supervision</i> plans including, but not limited to, transportation considerations, sleeping arrangements, youth group websites for any activity taking place away from the church are reviewed by the SAFE team before presenting to children or youth	Yes	
<i>Bathroom procedures</i> for children and youth have been established and reviewed by the SAFE Team and are observed by all staff and volunteers who work with children or youth	Yes	
<i>Reporting procedures for Allegations of Abuse</i> have been established and reviewed by the SAFE Team.	Yes	
A <i>Covenant</i> that protects children, youth and other vulnerable persons has been established with any registered sex offender(s) who are participating in the life of the church.	Yes	

The undersigned certify that the above statements are true, to the best of their knowledge, and that they will exercise due diligence in ensuring compliance in the future.



Pastor

Epworth United Methodist Church

Church/Charge

Date Submitted



Chairperson of Trustees

Dover

District



Report of the Finance Committee

The report of the Finance Committee shall be made on this form, or one revised and adapted by the Annual Conference. Numbers in parentheses refer to paragraphs of the 2016 *Book of Discipline*.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of the committee on finance

Epworth United Methodist Church **Church** Rehoboth Beach, DE **Charge**
 Dover **District** Peninsula-Delaware **Annual Conference**

For the period beginning 7/1/2021 and ending 5/31/2022
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

I. ORGANIZATION

1.a. Has the committee been organized according to the 2016 Book of Discipline (§258.4)? X Yes ☐ No

b. Names of officers?

Chairperson David Hagelin Vice Chairperson David Streit
 Treasurer(s) Charles Hartsock Financial Secretary Darlene Ford

II. BUDGET AND COMMITMENT PLAN

2.a. Has the committee submitted to the Church Council, or its equivalent, a complete budget for the ensuing year? X Yes ☐ No

If not, why not?

b. Did the committee give the Church Council an opportunity to request financial support for recommended ministries (§258.4)? X Yes ☐ No

If not, why not?

3. How frequently does the Financial Secretary/Treasurer send members and contributors regular reports of their giving?

☐ Monthly X Quarterly ☐ Semi-annually ☐ Annually ☐ No, we do not send reports

4. Is giving by individual participants in the local church regularly reviewed? X Yes ☐ No;

If not, why not?

5. What are the plans for raising sufficient income to meet the budget adopted by the Church Council (§258.4)?

Pledging Campaign

6. Does the Financial Secretary/Treasurer report regularly to the Church Council on the giving trends in the church/charge? X Yes ☐ No

If not, why not?

III. THE HANDLING OF CHURCH FUNDS

7. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (§258.4b)? X Yes ☐ No

If not, why not?

8. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (§258.4b)?

X Yes ☐ No

If not, why not?

9.a. What bank(s) have been designated by the Church Council as a depository (§258.4e)?

Fulton Bank

Vanguard

Morgan Stanley

United Methodist Foundation

b. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit? X Yes ☐ No

If not, why not?

c. Are all accounts in the name of the church? X Yes ☐ No

If not, why not?

10.a. Has the committee established written financial policies to document the internal controls of the local church (§258.4c)? *(Attach as a supplement.)* X Yes ☐ No

b. Have these policies been reviewed by the committee and found to be adequate and effective (§258.4c)?

X Yes ☐ No

11. Are the church offerings counted by a counting committee in accordance with the mandates of the Discipline (§258.4a)? X Yes ☐ No

If not, why not?

12. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (¶258.4a, d)? ☒ Yes ☐ No

If not, why not?

13. Are financial officers of the church bonded (¶258.4b)? ☒ Yes ☐ No

If not, why not?

14.a. Have the financial records of the church and all its organizations been audited for the prior fiscal year (¶258.4d)? ☐ Yes ☒ No

b. If not, why not? COVID Restrictions

c. Were there any recommendations or exceptions? ☐ Yes ☒ No

d. If there were recommendations or exceptions, how has the church addressed them?

Signed David Hagelin

Printed Name: David Hagelin

Date: 6/7/2022

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06/01/22

Cash Basis

Epworth United Methodist Church
Operating Profit & Loss Budget vs. Actual
July 2021 through May 2022

	<u>Jul '21 - May 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
40100 · Operating Funds			
50 · Support Operations			
40102 · General/Mortgage Fund	633,245.95	735,501.00	-102,255.05
40103 · Loose Plate Funds	10,552.58	7,150.00	3,402.58
40104 · Holiday Funds	6,814.25	5,000.00	1,814.25
40105 · Rent			
40106 · Funeral Income	0.00	2,000.00	-2,000.00
40107 · Wedding Income	1,500.00	1,600.00	-100.00
40108 · Community Income	14,660.00	22,395.00	-7,735.00
40109 · Outreach Support Groups	3,444.00	5,500.00	-2,056.00
40126 · Preschool Bldg Usage	2,400.00	2,750.00	-350.00
40161 · Boys & Girls Club	30,620.00	30,140.00	480.00
Total 40105 · Rent	52,624.00	64,385.00	-11,761.00
40111 · Interest Income			
40121 · Interest - CRN Sinking Fund	499.70	550.00	-50.30
40127 · Interest - Designated Invest	1,152.94	1,280.00	-127.06
40128 · Interest - Legacy Endowment	1,370.05	1,287.00	83.05
40111 · Interest Income - Other	712.20	550.00	162.20
Total 40111 · Interest Income	3,734.89	3,667.00	67.89
40129 · Special Giving for Operations			
40114 · Missions Tithes	300.00	2,000.00	-1,700.00
40116 · Misc Tithes	25.59	200.00	-174.41
40117 · Cemetery Tithes	5,516.00	3,000.00	2,516.00
40124 · Personnel Support	23,409.25	7,700.00	15,709.25
40130 · Legacy Tithes	9,499.07	6,000.00	3,499.07
40132 · Events Pay	1,200.00	0.00	1,200.00
40162 · Facilities General	50,265.00	6,600.00	43,665.00
40300 · Finance Funds	4,463.00	5,225.00	-762.00
40301 · One Time Gifts	4,500.00	9,000.00	-4,500.00
Total 40129 · Special Giving for Operations	99,177.91	39,725.00	59,452.91
Total 50 · Support Operations	806,149.58	855,428.00	-49,278.42
Total 40100 · Operating Funds	806,149.58	855,428.00	-49,278.42
40200 · Program Funds			
10 · Inviting All			
40900 · Fellowship			
40901 · Coffee-fellowship	98.00	0.00	98.00
40902 · Coffee-lock box	5.00	0.00	5.00
Total 40900 · Fellowship	103.00	0.00	103.00
Total 10 · Inviting All	103.00	0.00	103.00
20 · Finding Your Place			
40400 · Belongings			
40410 · Name Tags	30.00	100.00	-70.00
Total 40400 · Belongings	30.00	100.00	-70.00
40700 · Family Ministries			
40703 · Adult	30.00	2,200.00	-2,170.00
40704 · Sunday School	1.00	0.00	1.00
Total 40700 · Family Ministries	31.00	2,200.00	-2,169.00
Total 20 · Finding Your Place	61.00	2,300.00	-2,239.00
30 · Demonstrating Care			
40950 · Demonstrating Care			
40603 · Flower Ministry	2,003.00	0.00	2,003.00
40954 · Misc Income	60.00	0.00	60.00

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Cash Basis

Epworth United Methodist Church

Operating Profit & Loss Budget vs. Actual

· July 2021 through May 2022

	Jul '21 - May 22	Budget	\$ Over Budget
40957 · Funerals/Receptions	125.98	0.00	125.98
Total 40950 · Demonstrating Care	2,188.98	0.00	2,188.98
Total 30 · Demonstrating Care	2,188.98	0.00	2,188.98
40 · Connecting to God			
40600 · Connecting To God	5,650.00	2,500.00	3,150.00
Total 40 · Connecting to God	5,650.00	2,500.00	3,150.00
Total 40200 · Program Funds	8,002.98	4,800.00	3,202.98
Total Income	814,152.56	860,228.00	-46,075.44
Gross Profit	814,152.56	860,228.00	-46,075.44
Expense			
50000 · Operating Expenses			
50.01 · Support Operations			
50110 · SPRC			
50111 · Senior Pastor			
50112 · Senior Pastor Wages	61,673.26	61,673.00	0.26
50113 · SP CPP	3,681.59	3,685.00	-3.41
50114 · SP Health Benefits	17,746.00	16,042.00	1,704.00
50116 · SP CRSP	8,230.44	8,163.00	67.44
50132 · SP Travel & Discretion	1,076.92	4,584.00	-3,507.08
56123 · SP Housing	22,000.00	22,000.00	0.00
Total 50111 · Senior Pastor	114,408.21	116,147.00	-1,738.79
50117 · Pastor of Community & Communica			
50118 · Pastor of Community & Communica	35,411.86	38,099.00	-2,687.14
50119 · AP CPP	1,856.06	2,705.00	-848.94
50121 · AP Housing	7,333.26	7,333.00	0.26
50122 · AP CRSP	5,061.91	6,380.00	-1,318.09
50139 · AP Travel & Education	621.21	2,750.00	-2,128.79
Total 50117 · Pastor of Community & Communica	50,284.30	57,267.00	-6,982.70
50127 · SBA PPP Loan	-110,470.00	0.00	-110,470.00
50130 · Church Staff			
50131 · Church Staff Wages	225,921.54	247,122.00	-21,200.46
50133 · Payroll Tax Expense	23,748.79	26,904.00	-3,155.21
50134 · Employer 403(B) Match	3,353.31	3,635.00	-281.69
50135 · Staff Health Benefits	14,606.69	16,138.00	-1,531.31
50141 · Events Pay	1,500.00		
Total 50130 · Church Staff	269,130.33	293,799.00	-24,668.67
Total 50110 · SPRC	323,352.84	467,213.00	-143,860.16
50150 · Facilities Combined			
50160 · Facilities			
50162 · Utilities	60,015.81	41,616.00	18,399.81
50163 · Custodial Supplies	15,872.40	17,417.00	-1,544.60
50164 · Insurance	24,610.00	21,400.00	3,210.00
50165 · Cable, Internet & Phone	8,933.58	8,250.00	683.58
50166 · Capital Building Expenses	138,557.44	64,102.00	74,455.44
50167 · Capital Office Equipment	0.00	2,500.00	-2,500.00
50168 · Leased Equipment	52,899.80	53,232.00	-332.20
50169 · Administrative Costs	170.30	1,100.00	-929.70
50171 · Grounds Maintenance	15,421.90	10,084.00	5,337.90
50172 · Repairs - Bldg	9,792.07	13,750.00	-3,957.93
50173 · Maintenance - Bldg	12,959.51	13,750.00	-790.49
50174 · Contract Labor	0.01	1,100.00	-1,099.99
50176 · Snow Removal	5,299.00	2,500.00	2,799.00
50181 · Security	600.00	1,100.00	-500.00
50182 · Technical Support	2,416.50	2,200.00	216.50

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Cash Basis

Epworth United Methodist Church
Operating Profit & Loss Budget vs. Actual
July 2021 through May 2022

	Jul '21 - May 22	Budget	\$ Over Budget
Total 50160 · Facilities	347,548.32	254,101.00	93,447.32
50177 · Facilities - Kitchen			
50170 · Kitchen Supplies	115.95	450.00	-334.05
50178 · Kitchen Equipment Repairs	709.50	2,000.00	-1,290.50
50179 · Capital Improvements - Kitchen	0.00	5,000.00	-5,000.00
Total 50177 · Facilities - Kitchen	825.45	7,450.00	-6,624.55
Total 50150 · Facilities Combined	348,373.77	261,551.00	86,822.77
50300 · Finance			
50125 · Staff Development	358.00	1,100.00	-742.00
50126 · Leadership Dev	76.35	600.00	-523.65
50128 · Travel	0.00	100.00	-100.00
50129 · Staff Appreciation	1,908.28	3,575.00	-1,666.72
50136 · Contract Labor	8,008.26	2,300.00	5,708.26
50137 · Worker's Comp Insurance	2,444.00	3,850.00	-1,406.00
50302 · Envelopes	311.53	500.00	-188.47
50304 · Banking Expense	10,487.63	12,100.00	-1,612.37
50306 · Administrative Costs	6,674.23	3,685.00	2,989.23
50310 · Copier Maintenance & Overages	0.00	2,750.00	-2,750.00
50801 · Office Supplies	3,901.00	7,335.00	-3,434.00
50802 · Printing	567.48	550.00	17.48
50803 · Postage	1,635.28	2,430.00	-794.72
66000 · Payroll Expenses	3.50		
Total 50300 · Finance	36,375.54	40,875.00	-4,499.46
50500 · Connectional Ministry Expenses			
50550 · Conference	66,898.33	67,703.00	-804.67
50575 · District	3,378.37	4,047.00	-668.63
Total 50500 · Connectional Ministry Expenses	70,276.70	71,750.00	-1,473.30
Total 50.01 · Support Operations	778,378.85	841,389.00	-63,010.15
Total 50000 · Operating Expenses	778,378.85	841,389.00	-63,010.15
50100 · Program Expenses			
10.01 · Inviting All			
50800 · Communications			
50804 · External Advertising	2,523.00	1,430.00	1,093.00
50805 · Website Costs	740.00	800.00	-60.00
50808 · Internal Communications	700.00	495.00	205.00
50809 · Computer Software	1,180.94	825.00	355.94
50810 · Special Advertising	270.00	250.00	20.00
Total 50800 · Communications	5,413.94	3,800.00	1,613.94
50900 · Fellowship			
50901 · Fellowship	6.20	450.00	-443.80
Total 50900 · Fellowship	6.20	450.00	-443.80
50960 · Bus Ministry	250.00	450.00	-200.00
51000 · Social Justice			
51103 · Special Events	0.00	500.00	-500.00
51104 · Administrative Costs	0.00	275.00	-275.00
Total 51000 · Social Justice	0.00	775.00	-775.00
Total 10.01 · Inviting All	5,670.14	5,475.00	195.14
20.01 · Finding Your Place			
50400 · Belongings			
50409 · New Member Name Tags	0.00	275.00	-275.00
Total 50400 · Belongings	0.00	275.00	-275.00
50690 · Family Ministries			

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06/01/22

Cash Basis

Epworth United Methodist Church
Operating Profit & Loss Budget vs. Actual
July 2021 through May 2022

	Jul '21 - May 22	Budget	\$ Over Budget
50700 · Childrens Ministries			
50701 · Curriculum	193.45	825.00	-631.55
50702 · Supplies	0.00	275.00	-275.00
Total 50700 · Childrens Ministries	193.45	1,100.00	-906.55
50704 · Family Ministry Events	0.00	550.00	-550.00
50725 · Revolution Youth			
50727 · Learning Materials	0.00	550.00	-550.00
50731 · Special Events	327.76	550.00	-222.24
Total 50725 · Revolution Youth	327.76	1,100.00	-772.24
50750 · Adult Small Groups			
50751 · Curriculum/Book Study	0.00	1,100.00	-1,100.00
50752 · Supplies and Resources	1,038.66	385.00	653.66
50754 · Special Events	0.00	385.00	-385.00
50756 · Literature & Publications	336.60	550.00	-213.40
Total 50750 · Adult Small Groups	1,375.26	2,420.00	-1,044.74
50757 · Administrative Costs	1,706.86	275.00	1,431.86
Total 50690 · Family Ministries	3,603.33	5,445.00	-1,841.67
Total 20.01 · Finding Your Place	3,603.33	5,720.00	-2,116.67
30.01 · Demonstrating Care			
50950 · Care Ministries			
50612 · Flower Ministry	3,305.00	1,650.00	1,655.00
50952 · DVD Ministry	0.00	275.00	-275.00
50953 · General Supplies	168.65	550.00	-381.35
50954 · College Ministry	0.00	200.00	-200.00
50955 · Administrative Costs	1,081.11	243.00	838.11
50956 · Clown Ministry	0.00	385.00	-385.00
50957 · Military Ministry	0.00	200.00	-200.00
50958 · Funeral/Receptions	725.44	550.00	175.44
50963 · Card Ministry	139.20	385.00	-245.80
50965 · Stephen Ministry	0.00	1,600.00	-1,600.00
50966 · Leashes of Love Pet Ministry	149.85		
Total 50950 · Care Ministries	5,569.25	6,038.00	-468.75
Total 30.01 · Demonstrating Care	5,569.25	6,038.00	-468.75
40.01 · Connecting to God			
50600 · Worship			
50601 · Memberships/Licenses	1,040.00	1,210.00	-170.00
50604 · Worship Supplies	2,305.23	651.00	1,654.23
50605 · Worship Design	295.78	0.00	295.78
50606 · Contract Labor	0.00	400.00	-400.00
50609 · Administrative Costs	1,060.02	671.00	389.02
Total 50600 · Worship	4,701.03	2,932.00	1,769.03
50615 · Sight & Sound			
50616 · Administrative Costs	185.00	0.00	185.00
50617 · Capital Equipment	444.41	0.00	444.41
Total 50615 · Sight & Sound	629.41	0.00	629.41
50625 · Music Ministry			
50602 · Printed Music	343.03	1,687.00	-1,343.97
50603 · Music Equipment	1,660.44	215.00	1,445.44
50607 · Special Events	2,240.00	360.00	1,880.00
Total 50625 · Music Ministry	4,243.47	2,262.00	1,981.47
Total 40.01 · Connecting to God	9,573.91	5,194.00	4,379.91

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06/01/22

Cash Basis

Epworth United Methodist Church
Operating Profit & Loss Budget vs. Actual
July 2021 through May 2022

	<u>Jul '21 - May 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 50100 · Program Expenses	24,416.63	22,427.00	1,989.63
70000 · Mortgage & CRN			
50351 · Mortgage Principal Reduction	24,684.17	25,140.00	-455.83
50352 · Mortgage Interest Expense	13,406.74	12,952.00	454.74
50355 · Line of Credit Interest	7,462.94	0.00	7,462.94
87000 · Interest Expense - CRN Notes	2,510.00	2,175.00	335.00
Total 70000 · Mortgage & CRN	48,063.85	40,267.00	7,796.85
Total Expense	850,859.33	904,083.00	-53,223.67
Net Ordinary Income	-36,706.77	-43,855.00	7,148.23
Other Income/Expense			
Other Income			
7500 · Capital Campaign - In	25,001.00	0.00	25,001.00
Total Other Income	25,001.00	0.00	25,001.00
Other Expense			
7600 · Capital Campaign - Out	27,948.20	0.00	27,948.20
Total Other Expense	27,948.20	0.00	27,948.20
Net Other Income	-2,947.20	0.00	-2,947.20
Net Income	<u>-39,653.97</u>	<u>-43,855.00</u>	<u>4,201.03</u>

11:45 AM
06/01/22
Cash Basis

Epworth United Methodist Church
Balance Sheet
As of May 31, 2022

	May 31, 22
ASSETS	
Current Assets	
Checking/Savings	
10000 · Operating Bank Accounts	
10100 · General Fund - Fulton Bank	2,753.95
10110 · Savings - Fulton Bank	25,001.20
10113 · Designated - Investment	77,933.24
10118 · Reserve - Bldg - Money Mkt	10,099.33
10119 · Reserve - Bldg - Investment	43,878.68
10621 · New - Payroll -Fulton Bank	1,682.79
10622 · PayPal Account	5.00
10623 · Escrow	29,322.14
10625 · Good Sam Checking	29,138.80
Total 10000 · Operating Bank Accounts	219,815.13
10220 · Epworth Legacy Endowment	
10223 · Vanguard - MM	17,749.61
10224 · Vanguard - FTSE Social Index	154,002.18
Total 10220 · Epworth Legacy Endowment	171,751.79
10300 · CRN Sinking Investment	
10310 · CRN - MM	131.41
10320 · CRN - Investment	34,839.13
Total 10300 · CRN Sinking Investment	34,970.54
10375 · Cemetery Operating	
10401 · Operating Checking	5,659.08
10403 · Operating Money Mkt	129,097.25
Total 10375 · Cemetery Operating	134,756.33
10409 · Cemetery Perpetual Care	
10405 · United Methodist Foundation	5,059.62
10407 · Epworth CRN Investment	100,000.00
10410 · Morgan Stanley Investment	
10424 · Capital Reserve	
10420 · Advisory # 854	111,233.99
10422 · Advisory - MM	1,287.56
Total 10424 · Capital Reserve	112,521.55
10426 · LT Investment Account	
10421 · Index # 655	328,144.81
10423 · Index - MM	11,665.31
Total 10426 · LT Investment Account	339,810.12
Total 10410 · Morgan Stanley Investment	452,331.67
Total 10409 · Cemetery Perpetual Care	557,391.29
10616 · Preschool Operating	21,991.01
10619 · Preschool Money Market	3,274.06
Total Checking/Savings	1,143,950.15
Other Current Assets	
10650 · Petty Cash for Events	30.00
Total Other Current Assets	30.00
Total Current Assets	1,143,980.15
Fixed Assets	
15000 · Church & Property	
15001 · Building Cost	9,360,854.00
15002 · Furniture	179,990.00

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11:45 AM
06/01/22
Cash Basis

Epworth United Methodist Church
Balance Sheet
As of May 31, 2022

	May 31, 22
15003 · Equipment	437,351.00
15004 · Land	229,717.56
15010 · A/D - Church & Property	-1,266,653.00
Total 15000 · Church & Property	8,941,259.56
15200 · Parsonage Property	-400,396.07
15500 · Other Property	
15501 · Cemetery Columbarium	125,399.24
Total 15500 · Other Property	125,399.24
Total Fixed Assets	8,666,262.73
TOTAL ASSETS	9,810,242.88
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	1,269.65
Total Accounts Payable	1,269.65
Other Current Liabilities	
20005 · Payroll Liabilities	3.05
Total Other Current Liabilities	3.05
Total Current Liabilities	1,272.70
Long Term Liabilities	
22000 · Fund Balances	
32500 · Missions - Designated	
32550 · General Missions	10,294.61
32700 · Christmas Joy 365	19,010.59
Total 32500 · Missions - Designated	29,305.20
32625 · Support - Designated	
32401 · Wings	1,917.68
32575 · Men's Ministry	4,009.68
32806 · Memorials	11,410.00
32808 · Designated Funds	19,594.42
32809 · Green Team	518.86
32817 · Youth Group	5,415.39
32960 · Outreach Ministries	162.04
Total 32625 · Support - Designated	43,028.07
32900 · Inviting All - Designated	
32400 · ISOP	1,845.16
32402 · Food Rescue	15,318.09
32662 · Food & Love	3,757.42
32675 · Thanksgiving Dinner	3,704.03
32803 · Coffee Ministries	1,146.41
32805 · Good Sam-Food Pantry	29,231.39
32810 · Reconciling Ministries	876.35
32815 · Bus Ministry	2,296.69
32816 · Skatepark	1,845.69
Total 32900 · Inviting All - Designated	60,021.23
Total 22000 · Fund Balances	132,354.50
22350 · Capital Revenue Notes	
22290 · CRN - Cemetery	100,000.00
22300 · CRN - 1 year or more	50,000.00

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11:45 AM
06/01/22
Cash Basis

Epworth United Methodist Church
Balance Sheet
As of May 31, 2022

	May 31, 22
Total 22350 · Capital Revenue Notes	150,000.00
22500 · Fulton Bank Mortgage Loan	255,530.48
22505 · Fulton Bank - Roof Loan	182,727.75
Total Long Term Liabilities	720,612.73
Total Liabilities	721,885.43
Equity	
38400 · Gain/(Loss) Unrealized-Cemetery	164,191.62
38500 · Gain/(Loss) Unrealized-Church	59,841.38
38550 · Gain/(Loss) Unrealized - Legacy	57,540.31
38600 · Gain/(Loss) Unrealized-CRN Sink	27,904.74
38700 · Transfers Between Accounts	1,116,133.40
38750 · Opening Balance Equity	7,343,665.67
38999 · Unrestricted Fund Equity	312,245.98
Net Income	6,834.35
Total Equity	9,088,357.45
TOTAL LIABILITIES & EQUITY	9,810,242.88

11:06 AM
06/08/22
Cash Basis

Epworth United Methodist Church
Profit & Loss Budget Overview
July 2022 through June 2023

	<u>Jul '22 - Jun 23</u>
Ordinary Income/Expense	
Income	
40100 · Operating Funds	
50 · Support Operations	
40102 · General/Mortgage Fund	746,525.00
40103 · Loose Plate Funds	13,500.00
40104 · Holiday Funds	7,500.00
40105 · Rent	80,000.00
40111 · Interest Income	4,500.00
40129 · Special Giving for Operations	87,060.00
Total 50 · Support Operations	<u>939,085.00</u>
Total 40100 · Operating Funds	939,085.00
40200 · Program Funds	<u>10,148.00</u>
Total Income	<u>949,233.00</u>
Gross Profit	949,233.00
Expense	
50000 · Operating Expenses	
50.01 · Support Operations	
50110 · SPRC	538,379.00
50150 · Facilities Combined	231,630.00
50300 · Finance	43,225.00
50500 · Connectional Ministry Expenses	78,096.00
Total 50.01 · Support Operations	<u>891,330.00</u>
Total 50000 · Operating Expenses	891,330.00
50100 · Program Expenses	28,917.00
70000 · Mortgage & CRN	<u>53,986.00</u>
Total Expense	<u>974,233.00</u>
Net Ordinary Income	<u>-25,000.00</u>
Net Income	<u><u>-25,000.00</u></u>

**INTERACTIVE WORKSHEET FOR THE
2022 CLERGY COMPENSATION AND OTHER BENEFITS FORM**

(Due prior to November 1, 2021)

Step 1 Save this form to your computer. Fill in blanks on this worksheet. Save again when finished.

Step 2 Enter the **Pastor's name:** Vicki Gordy-Stith Enter **Charge name:** Epworth UMC
Enter the **Effective Date:** 7/1/2022

Step 3 Enter the Approved Cash Compensation for 2022 as follows:

CASH SALARY Enter total here: <u>70,644</u> (Line 1, Column 2022 on Form will be populated)	Include: 1. Cash salary approved at charge conference, 2. Before Tax Salary Reduction paid to GBOPHB or other institutions 3. After-Tax contributions made to the UMPIP previously paid by the church, if applicable 4. Equitable Compensation salary for the pastor paid by the Conference
--	---

FURNITURE ALLOWANCE Enter total here: <u> </u> (Line 2, Column 2022 on Form will be populated)	Include: Pre-tax dollars for furniture or for any parsonage-related expenses not paid by the church. (This Allowance is paid to the pastor and does not require the pastor to provide supporting documentation to the church. A Furniture Resolution must be approved prior to payment.)
--	--

OTHER CASH ALLOWANCE Enter total here: <u> </u> (Line 3, Column 2022 on Form will be populated)	Include: Other cash allowances paid to the Pastor which does not require supporting documentation. (DO NOT include Social Security; Furniture or Housing Allowances)
---	---

SOCIAL SECURITY ALLOWANCE Enter total here: <u> </u> Enter appropriate highlighted number from the instruction box to the right) (Line 4, Column 2022 on Form will be populated)	Include: An Allowance PAID DIRECTLY TO THE PASTOR to assist in payment of taxes. This Allowance is considered taxable. An SSA is a recommendation. Use church recommendation: <u>0</u> OR use 1 of the following calculations: with parsonage: <u>7469</u> with housing, Enter Housing Allowance below first: <u>7840</u>
---	--

BASE COMPENSATION Sub-Total: <u>70,644</u> (Line 5, Column 2022 on Form will be populated)	(Total of Lines 1, 2, 3 and 4) Base Compensation must be at Minimum Salary or above, see link for chart Click here for Minimum Salary Guidelines
---	---

HOUSING ALLOWANCE Enter total here: <u>24,000</u> (Line 6, Column 2022 on Form will be populated)	Include only if parsonage is NOT provided. Housing Allowance Q&A and sample resolutions, see link below http://http://s3.amazonaws.com/Website_GCFA/services/legal/HousingAllowanceQAs.pdf
--	---

TOTAL COMPENSATION Grand Total: <u>94,644</u> (Line 7, Column 2022 on Form will be populated)	(Total of Lines 5 and 6)
--	---------------------------------

Step 4: Answer these questions carefully

A.	ARE YOU PROVIDED A PARSONAGE?	<u>No</u>	(Indicate Yes if one is available, unless Housing Allowance is provided)
B.	ARE YOU PROVIDED AN ACCOUNTABLE REIMBURSEMENT PLAN?	<u>Yes</u>	<u>5000</u> do not include in lines 1-7 above
C.	ARE YOU PARTICIPATING IN UMPIP (United Methodist Personal Investment Plan)?	<u>Yes</u>	
(A "Contribution Election Form" is required only if changing amount)			
D.	ARE YOU PARTICIPATING IN SALARY REDUCTION TO OTHER INSTITUTIONS?	<u>54</u>	<u>No</u> If yes, amt?

E. ARE YOU EXPECTING TO RECEIVE EQUITABLE COMPENSATION?

Yes

If yes, amt?

OTHER BENEFITS

Step 5: CRSP FOR 2021:	Clergy Retirement Security Plan - Pension Plan paid by Charge
Enter CRSP here: 9,068	When parsonage is provided, multiply line 7 by .15
(CRSP will populate 2022 line 33)	When parsonage is NOT provided, multiply line 7 by .12 9,068.40
Supply or Retired or Waived? Type yes	(Maximum contribution for 2022 is \$9068.40)

Step 6: CPP FOR 2021:	Comprehensive Protection Plan - Death & Disability Plan
Enter CPP here: 4,164	paid by the Charge (Part-time Local Pastors not eligible for CPP)
(CPP will populate 2022 line 34 on the Form)	When parsonage is provided, multiply line 7 by .055
Part-time LP or Retired? Type Yes	When parsonage is NOT provided, multiply line 7 by .044 4,164.34
Less than 3/4 time FE or PE? Type Yes	(Maximum CPP contribution for 2022 is \$6,650.16)

Step 7: TRAVEL	Pastor must provide a mileage log and payment for travel is based on log. (Use current IRS mileage rate for reimbursement). If no mileage log is provided, any money paid to the pastor for travel must be included in "Other Cash Allowances" (Line 3) and becomes taxable income.
Enter Travel here:	
(Travel will populate 2022 line 35 on the Form)	

Step 8: CONTINUING EDUCATION	Pastor must provide documentation for registration, lodging, travel, tolls, etc. for reimbursement. If no documentation is provided, any money paid to the pastor for these items must be included in "Other Cash Allowances" (Line 3) and becomes taxable income.
Enter CE here: 1,000	
(Cont. Ed. will populate 2022 line 36 on the Form)	

Step 9: HEALTH/DENTAL COVERAGE	Full member - \$18,876
Enter H/D here: 18,876	Provisional/Associate/Full-time Local Pastor - \$17,676
(Health/Dental will populate 2022 line 37 on the Form)	

Step 10: LIFE INSURANCE	Include If paid by church
Enter here:	If withheld from Pastor's salary- leave blank
(Life Ins will populate 2022 line 39 on the Form)	

Step 11: If more than one church is on the charge, please list the church names and the breakdown for 2022

Enter each church name to the right
(type church name in over Type Name)

2022 Cash Salary	
2022 Furniture Allowance	
2022 Other Cash Allowances	
2022 Social Security Allowance	
Total Base Compensation	
2022 Housing Allowance, if applicable	
Total Compensation	

Type Name Church 1	Type Name Church 2	Type Name Church 3	Type Name Church 4	Match last column	Totals from Page 1
				0	70,644
				0	0
				0	0
				0	0
0	0	0	0	0	70,644
				0	24,000
0	0	0	0	0	94,644

Step 12: Enter the Total Compensation paid to the pastor or their predecessor from all churches on the Charge during the

2021 Cash Salary

2021 Furniture Allowance

2021 Other Cash Allowances

2021 Social Security Allowance

2021 Housing Allowance, if applicable

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2022 PASTOR'S COMPENSATION AND OTHER BENEFITS

Effective Date :

7/1/2022

Vicki Gordy-Stith

Epworth UMC

Pastor's Name

Charge Name

		ACTUAL CASH COMPENSATION 2021	APPROVED CASH COMPENSATION 2022	Contributions by Church if more than one church (Insert Names of Each Church and list what each church pays)			
				Type Name	Type Name	Type Name	Type Name
1	SALARY -Cash salary approved by Charge Conference to be paid directly to the Pastor	67,280	70,644	0	0	0	0
2	FURNITURE ALLOWANCE	0	0	0	0	0	0
3	OTHER CASH ALLOWANCES -any payment to the Pastor which does not require supporting document DO NOT include Furniture or Housing Allowances.	0	0	0	0	0	0
4	SOCIAL SECURITY ALLOWANCE - paid to the Pastor to partially offset Self Employment Tax	0	0	0	0	0	0
5	BASE COMPENSATION (add lines 1-4)	67280	70644	0	0	0	0
6	HOUSING ALLOWANCE - include only if parsonage is not provided	24,000	24000	0	0	0	0
7	TOTAL COMPENSATION (add lines 5-6)	91280	94644	0	0	0	0

(Click here to go back to worksheet to edit)

The following questions require answers:

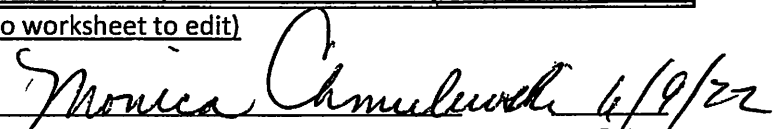
- A. ARE YOU PROVIDED A PARSONAGE? (Indicate Yes if one is available, unless Housing Allowance is provided)
- B. ARE YOU PROVIDED AN ACCOUNTABLE REIMBURSEMENT PLAN? do not include in lines 1-10
- C. ARE YOU PARTICIPATING IN UMPIP (United Methodist Personal Investment Plan)?
- ☐ (A "Contribution Election Form" is required only if changing amount)
- D. ARE YOU PARTICIPATING IN SALARY REDUCTION TO OTHER INSTITUTIONS? If yes, amt?
- E. ARE YOU EXPECTING TO RECEIVE EQUITABLE COMPENSATION? If yes, amt?

OTHER BENEFITS

PENSION CRSP FOR 2022	9,068	Maximum \$9,068.40 for 2022
PENSION CPP FOR 2022	4,164	Maximum \$6,650.16 for 2022
TRAVEL	0	Use 2022 IRS Rate (2021 Rate is 56.0¢ per mile)
CONTINUING EDUCATION	1,000	Recommended Minimum \$800
HEALTH & DENTAL COVERAGE	18,876	Full Member-\$18,876
		Provisional/Associate/Full-Time Local-\$17,676
LIFE INSURANCE	0	If Paid by Church

(Click here to go back to worksheet to edit)


Pastor

 6/9/22
Chairperson, Staff Parish Relations
or
District Superintendent

Note: Return this page and "Contribution Schedule" to the Peninsula-Delaware Conference,
139 N. State Street, Dover DE 19901 No later than November 1, 2021

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**INTERACTIVE WORKSHEET FOR THE
2022 CLERGY COMPENSATION AND OTHER BENEFITS FORM**

(Due prior to November 1, 2021)

Step 1 Save this form to your computer. Fill in blanks on this worksheet. Save again when finished.

Step 2 Enter the **Pastor's name:** Patrick Gordy-Stith Enter **Charge name:** Epworth UMC
Enter the **Effective Date:** 7/1/2022

Step 3 Enter the Approved Cash Compensation for 2022 as follows:

CASH SALARY	Include: 1. Cash salary approved at charge conference, 2. Before Tax Salary Reduction paid to GBOPHB or other institutions 3. After-Tax contributions made to the UMPIP previously paid by the church, if applicable 4. Equitable Compensation salary for the pastor paid by the Conference
Enter total here: <u>40,563</u> (Line 1, Column 2022 on Form will be populated)	

FURNITURE ALLOWANCE	Include: Pre-tax dollars for furniture or for any parsonage-related expenses not paid by the church. (This Allowance is paid to the pastor and does not require the pastor to provide supporting documentation to the church. A Furniture Resolution must be approved prior to payment.)
Enter total here: <u> </u> (Line 2, Column 2022 on Form will be populated)	

OTHER CASH ALLOWANCE	Include: Other cash allowances paid to the Pastor which does not require supporting documentation. (DO NOT include Social Security, Furniture or Housing Allowances)
Enter total here: <u> </u> (Line 3, Column 2022 on Form will be populated)	

SOCIAL SECURITY ALLOWANCE	Include: An Allowance PAID DIRECTLY TO THE PASTOR to assist in payment of taxes. This Allowance is considered taxable. An SSA is a recommendation. Use church recommendation: <u>0</u> OR use 1 of the following calculations: with parsonage: <u>4289</u> with housing, Enter Housing Allowance below first: <u>4023</u>
Enter total here: <u> </u> Enter appropriate highlighted number from the instruction box to the right) (Line 4, Column 2022 on Form will be populated)	

BASE COMPENSATION	(Total of Lines 1, 2, 3 and 4)
Sub-Total: <u>40,563</u> (Line 5, Column 2022 on Form will be populated)	Base Compensation must be at Minimum Salary or above, see link for chart Click here for Minimum Salary Guidelines

HOUSING ALLOWANCE	Include only if parsonage is NOT provided. Housing Allowance Q&A and sample resolutions, see link below http://s3.amazonaws.com/Website_GCFA/services/legal/HousingAllowanceQAs.pdf
Enter total here: <u>8,000</u> (Line 6, Column 2022 on Form will be populated)	

TOTAL COMPENSATION	(Total of Lines 5 and 6)
Grand Total: <u>48,563</u> (Line 7, Column 2022 on Form will be populated)	

Step 4: Answer these questions carefully

A.	ARE YOU PROVIDED A PARSONAGE?	<u>No</u>	(Indicate Yes if one is available, unless Housing Allowance is provided)
B.	ARE YOU PROVIDED AN ACCOUNTABLE REIMBURSEMENT PLAN?	<u>No</u>	If yes, amt? <u> </u> do not include in lines 1-7 above
C.	ARE YOU PARTICIPATING IN UMPIP (United Methodist Personal Investment Plan)?	<u>No</u>	(A "Contribution Election Form" is required only if changing amount)
D.	ARE YOU PARTICIPATING IN SALARY REDUCTION TO OTHER INSTITUTIONS?	<u>57</u>	NO If yes, amt? <u> </u>

E. ARE YOU EXPECTING TO RECEIVE EQUITABLE COMPENSATION?

No

If yes, amt?

OTHER BENEFITS

Step 5: CRSP FOR 2021:	<u>Clergy Retirement Security Plan - Pension Plan paid by Charge</u>	
Enter CRSP here: 5,828	When parsonage is provided, multiply line 7 by .15	
(CRSP will populate 2022 line 33)	When parsonage is NOT provided, multiply line 7 by .12	5,827.56
Supply or Retired or Waived? Type yes	(Maximum contribution for 2022 is \$9068.40)	

Step 6: CPP FOR 2021:	<u>Comprehensive Protection Plan - Death & Disability Plan</u>	
Enter CPP here: 2,137	<u>paid by the Charge (Part-time Local Pastors not eligible for CPP)</u>	
(CPP will populate 2022 line 34 on the Form)	When parsonage is provided, multiply line 7 by .055	
Part-time LP or Retired? Type Yes	When parsonage is NOT provided, multiply line 7 by .044	2,136.77
Less than 3/4 time FE or PE? Type Yes	(Maximum CPP contribution for 2022 is \$6,650.16)	

Step 7: TRAVEL	Pastor must provide a mileage log and payment for travel is based on log. (Use current IRS mileage rate for reimbursement). If no mileage log is provided, any money paid to the pastor for travel must be included in "Other Cash Allowances" (Line 3) and becomes taxable income.
Enter Travel here: 1,000	
(Travel will populate 2022 line 35 on the Form)	

Step 8: CONTINUING EDUCATION	Pastor must provide documentation for registration, lodging, travel, tolls, etc. for reimbursement. If no documentation is provided, any money paid to the pastor for these items must be included in "Other Cash Allowances" (Line 3) and becomes taxable income.
Enter CE here: 2,000	
(Cont. Ed. will populate 2022 line 36 on the Form)	

Step 9: HEALTH/DENTAL COVERAGE	Full member - \$18,876
Enter H/D here:	Provisional/Associate/Full-time Local Pastor - \$17,676
(Health/Dental will populate 2022 line 37 on the Form)	

Step 10: LIFE INSURANCE	Include If paid by church-
Enter here:	if withheld from Pastor's salary- leave blank
(Life Ins will populate 2022 line 39 on the Form)	

Step 11: If more than one church is on the charge, please list the church names and the breakdown for 2022

Enter each church name to the right
(type church name in over Type Name)

2022 Cash Salary

2022 Furniture Allowance

2022 Other Cash Allowances

2022 Social Security Allowance

Total Base Compensation

2022 Housing Allowance, if applicable

Total Compensation

Type Name Church 1	Type Name Church 2	Type Name Church 3	Type Name Church 4	Match last column	Totals from Page 1
				0	40,563
				0	0
				0	0
				0	0
0	0	0	0	0	40,563
				0	8,000
0	0	0	0	0	48,563

Step 12: Enter the Total Compensation paid to the pastor or their predecessor from all churches on the Charge during the

2021 Cash Salary

2021 Furniture Allowance

2021 Other Cash Allowances

2021 Social Security Allowance

2021 Housing Allowance, if applicable

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2022 PASTOR'S COMPENSATION AND OTHER BENEFITS

Effective Date :

7/1/2022

Patrick Gordy-Stith

Epworth UMC

Pastor's Name

Charge Name

		ACTUAL CASH COMPENSATION 2021	APPROVED CASH COMPENSATION 2022	Contributions by Church if more than one church (Insert Names of Each Church and list what each church pays)			
				Type Name	Type Name	Type Name	Type Name
1	SALARY -Cash salary approved by Charge Conference to be paid directly to the Pastor	38,631	40,563	0	0	0	0
2	FURNITURE ALLOWANCE	0	0	0	0	0	0
3	OTHER CASH ALLOWANCES -any payment to the Pastor which does not require supporting document DO NOT include Furniture or Housing Allowances.	0	0	0	0	0	0
4	SOCIAL SECURITY ALLOWANCE - paid to the Pastor to partially offset Self Employment Tax	0	0	0	0	0	0
5	BASE COMPENSATION (add lines 1-4)	38631	40563	0	0	0	0
6	HOUSING ALLOWANCE - include only if parsonage is not provided	8000	8000	0	0	0	0
7	TOTAL COMPENSATION (add lines 5-6)	46631	48563	0	0	0	0

(Click here to go back to worksheet to edit)

The following questions require answers:

- A. ARE YOU PROVIDED A PARSONAGE? (Indicate Yes if one is available, unless Housing Allowance is provided)
- B. ARE YOU PROVIDED AN ACCOUNTABLE REIMBURSEMENT PLAN? If yes, amt? do not include in lines 1-10
- C. ARE YOU PARTICIPATING IN UMPIP (United Methodist Personal Investment Plan)? (A "Contribution Election Form" is required only if changing amount)
- D. ARE YOU PARTICIPATING IN SALARY REDUCTION TO OTHER INSTITUTIONS? If yes, amt?
- E. ARE YOU EXPECTING TO RECEIVE EQUITABLE COMPENSATION? If yes, amt?

OTHER BENEFITS

PENSION CRSP FOR 2022	5,828	Maximum \$9,068.40 for 2022
PENSION CPP FOR 2022	2,137	Maximum \$6,650.16 for 2022
TRAVEL	1,000	Use 2022 IRS Rate (2021 Rate is 56.0¢ per mile)
CONTINUING EDUCATION	2,000	Recommended Minimum \$800
HEALTH & DENTAL COVERAGE	0	Full Member-\$18,876
		Provisional/Associate/Full-Time Local-\$17,676
LIFE INSURANCE	0	If Paid by Church

(Click here to go back to worksheet to edit)

P. B. Gordy-Stith
Pastor

Monica Chmielewski 6/9/22
Chairperson, Staff Parish Relations
or
District Superintendent

Note: Return this page and "Contribution Schedule" to the Peninsula-Delaware Conference,
139 N. State Street, Dover DE 19901 No later than November 1, 2021

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(SAMPLE)
HOUSING ALLOWANCE RESOLUTION

(To be inserted in the minutes of the meeting)

The chairperson informed the meeting that under the tax law, a minister of the gospel is allowed to exclude from gross income: (1) the rental value of a home furnished to him or her as part of his or her compensation; or (2) a housing allowance paid to him or her as part of his or her compensation, to the extent used by him or her to rent or provide a home and to the extent such allowance does not exceed the fair rental value of the home, including furnishings and appurtenances such as a garage, plus the cost of utilities.

The (charge conference or church council) on the 1st ____ day of ____ July, 2022_____, after discussing the amount to be paid to Rev. Vicki Gordy-Stith as a housing allowance, on motion duly made and seconded, adopted the following resolution:

Rev. Vicki Gordy-Stith shall receive salary of \$70,644 for the year. Rev. Vicki Gordy-Stith shall also receive a housing allowance of \$24,000 for the year and all future years unless otherwise provided.

(If the clergy person is to have rent-free use of a home, also state:

"Rev. _____ shall also have rent-free use of the home located at _____ for the year and for every year thereafter so long as he/she is minister of the _____ United Methodist Church unless otherwise provided.")

The housing allowance (and/or rent-free use of a home) shall be so designated in the official church records.

(SAMPLE)

(To be inserted in the minutes of the meeting)

The chairperson informed the meeting that under the tax law, a minister of the gospel is allowed to exclude from gross income: (1) the rental value of a home furnished to him or her as part of his or her compensation; or (2) a housing allowance paid to him or her as part of his or her compensation, to the extent used by him or her to rent or provide a home and to the extent such allowance does not exceed the fair rental value of the home, including furnishings and appurtenances such as a garage, plus the cost of utilities.

The (charge conference or church council) on the 1st day of July, 2022_____, after discussing the amount to be paid to Rev. Patrick Gordy-Stith as a housing allowance, on motion duly made and seconded, adopted the following resolution:

Rev. Patrick Gordy-Stith shall receive salary of \$40,563 for the year. Rev. Patrick Gordy-Stith shall also receive a housing allowance of \$8,000 for the year and all future years unless otherwise provided.

(If the clergy person is to have rent-free use of a home, also state:

"Rev. _____ shall also have rent-free use of the home located at _____ for the year and for every year thereafter so long as he/she is minister of the _____ United Methodist Church unless otherwise provided.")

The housing allowance (and/or rent-free use of a home) shall be so designated in the official church records.

HOUSING ALLOWANCE ESTIMATE WORKSHEET

Attachment C

EXPENSE ITEM	ESTIMATE
• utilities (electricity, heat, water, trash pickup, and local telephone)	\$ 6,600
• furniture and appliances (purchases and repair)	
• building repairs and remodeling	2,000
• property insurance	
• yard maintenance, landscaping and improvements	
• maintenance items (cleaning and electrical supplies)	2,400
• miscellaneous	
FOR OWNERS	
• real estate taxes	
• mortgage payments/down payment	23,000
• improvements	
FOR RENTERS	
• rent payments	
TOTAL	\$ 34,000



Fund Balance Report

The Committee on Finance is required to make provision for an annual audit of the records of all the financial officers (including the financial secretary or church business manager and treasurers) of the church and all its organizations and shall report to the Charge Conference. Guidelines for handling of an accountability of funds can be found in the 2017-2020 United Methodist Church Financial Records Handbook and in Guidelines for Leading Your Congregation: FINANCE available at <http://www.cokesbury.com>, and The Local Church Audit Guide, available at <http://www.gcfa.org>.

THIS REPORT IS TO BE COMPLETED BETWEEN JAN. 1 AND FEB. 1

THIS REPORT SHOULD NOT BE INCLUDED WITH YOUR OTHER CHARGE CONFERENCE FORMS

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of the committee on finance

Epworth United Methodist Church Church

Rehoboth Beach, DE Charge

Dover District

Peninsula-Delaware

For the period beginning 7/1/2021

, and ending 5/31/2022

1. Receipts, Disbursements, and Balances (Round to the nearest dollar)

LOCAL CHURCH FUNDS (Use those applicable to your church.)	(a) Balance at Beginning of Period	(b) Cash Received and Recorded	*(c) Total Disburse- ments for Period (-)	*(d) Transfers + (-)	(e) Balance End Of Period
General Fund	58,961	923,728	(762,028)	(217,207)	2,754
Benevolence Fund					
Building or Improvement Fund	51,136	12,923	(10,081)		53,978
Board of Trustees' Fund					
United Methodist Women					
United Methodist Youth Fellowship					
United Methodist Men					
Church School					
Other Organizations or Funds (enter name):					
Fulton Bank – Payroll	48		(533,026)	534,661	1,683
Fulton Bank – Discretionary	10,799	39,190	(20,850)		29,139
Fulton Bank – Savings	194,171	12		(169,182)	25,001
Fulton Bank – Escrow	22,560	6,762			29,322
Paypal	5				5
Morgan Stanley – Church	86,644	12,025	(19,583)	(1,153)	77,953
Vanguard – Legacy	179,768	48,402	(56,418)		171,752
Name:					
Epworth CRN Investment	105,000		(5,000)		100,000
Fulton Bank – Cemetery	104,196	110,461	(36,513)	(43,388)	134,756
Morgan Stanley – Perpetual Care	471,013	141,604	(160,285)		452,332
United Methodist Foundation-Cemetery	4,929	131			5,060
Morgan Stanley – Sinking Fund	43,497	11,837	(14,863)	(5,500)	34,971
Total amount of cash in all treasuries of the church	1,332,727	1,307,075	(1,618,647)	97,531	1,118,686

2. The Auditors ☐ Auditing Committee ☒ (check one) has examined the accounts listed on the front side; reviewed procedures of counting and accounting under the current Book of Discipline; has reconciled receipts and disbursements with bank deposits and bank balances; and has found the balances displayed to be correct, procedures proper, and records properly kept, except as noted below (attach additional pages as needed):

3. Recommendations for changes in financial policies and practices (attach additional pages as needed):

Signatures of the Church Audit Committee, (if applicable)

David Hagelin

Chairperson

Member

Printed Name: David Hagelin

Printed Name: _____

Date: 6/7/2022

Date: _____