

# Church Conference 2024

*Epworth United Methodist Church  
19285 Holland Glade Road  
Rehoboth Beach, Delaware 19971  
[www.epworth.faith](http://www.epworth.faith)*



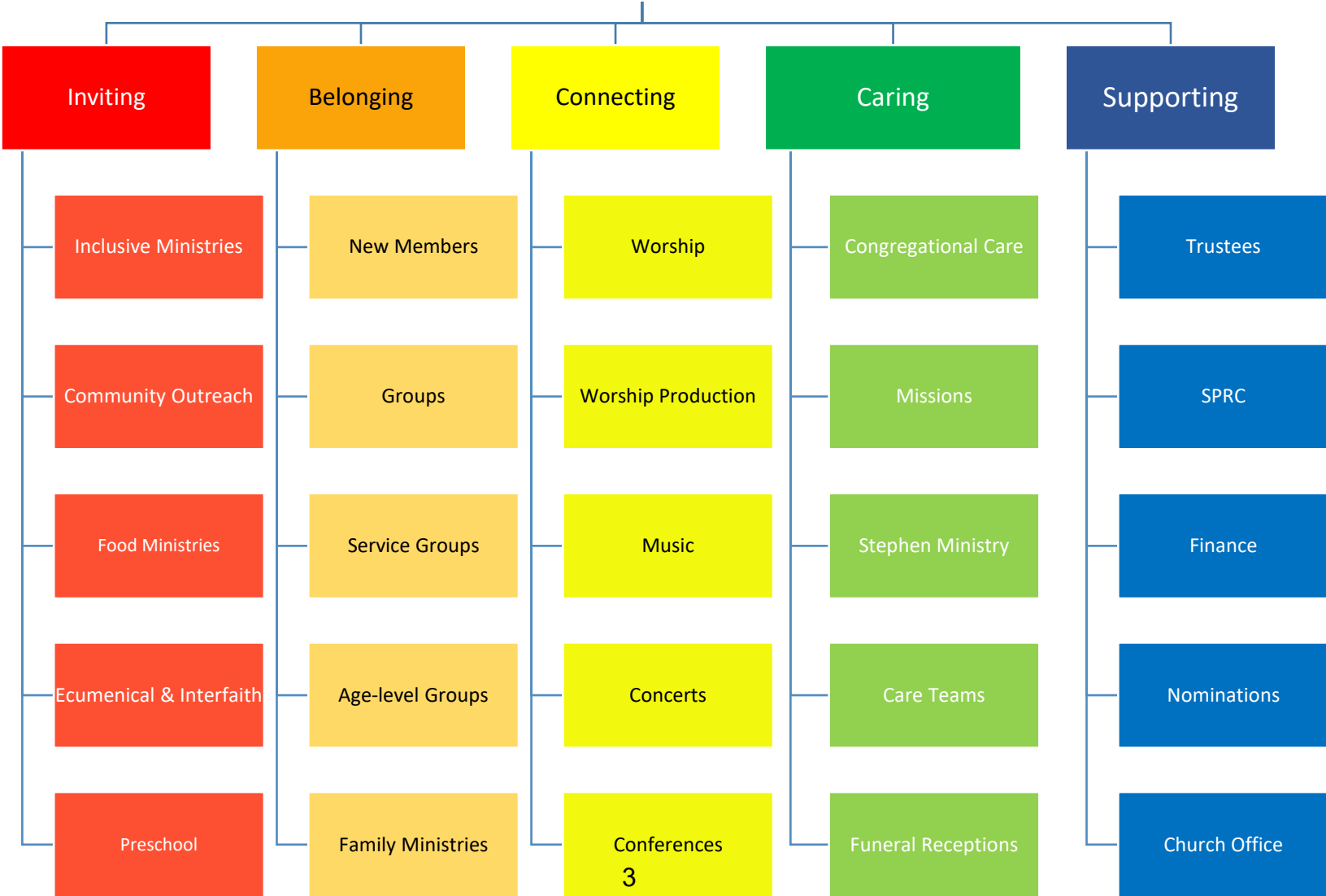
Tuesday, June 20, 2024 ~ 6:30 p.m.  
The Rev. Joseph Archie, Delaware District Superintendent  
The Rev. Dr. Vicki Gordy-Stith, Lead Pastor

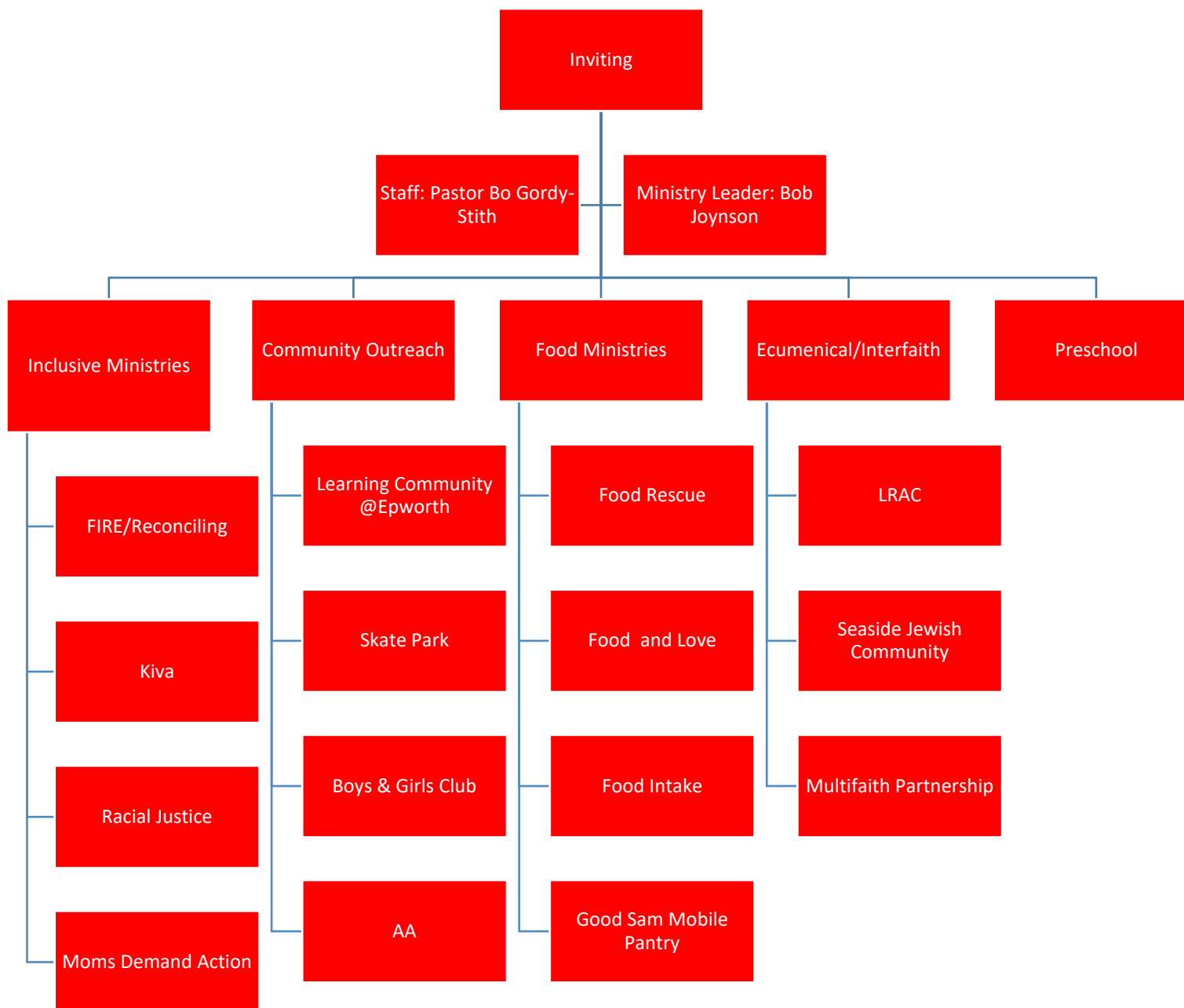
*Vision: Exploring Faith, Embracing Community  
Mission: Inviting, Belonging, Connecting, Caring*

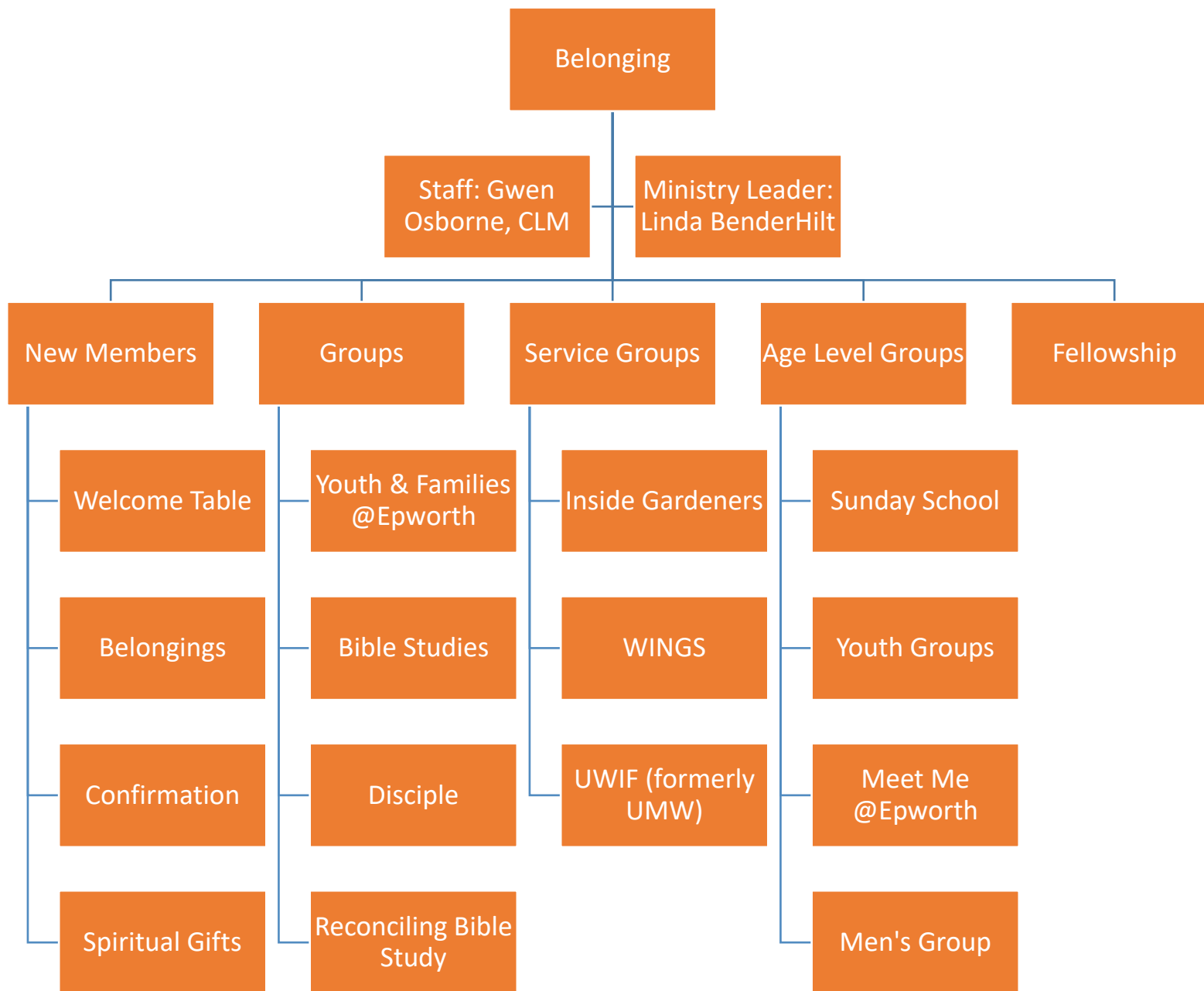
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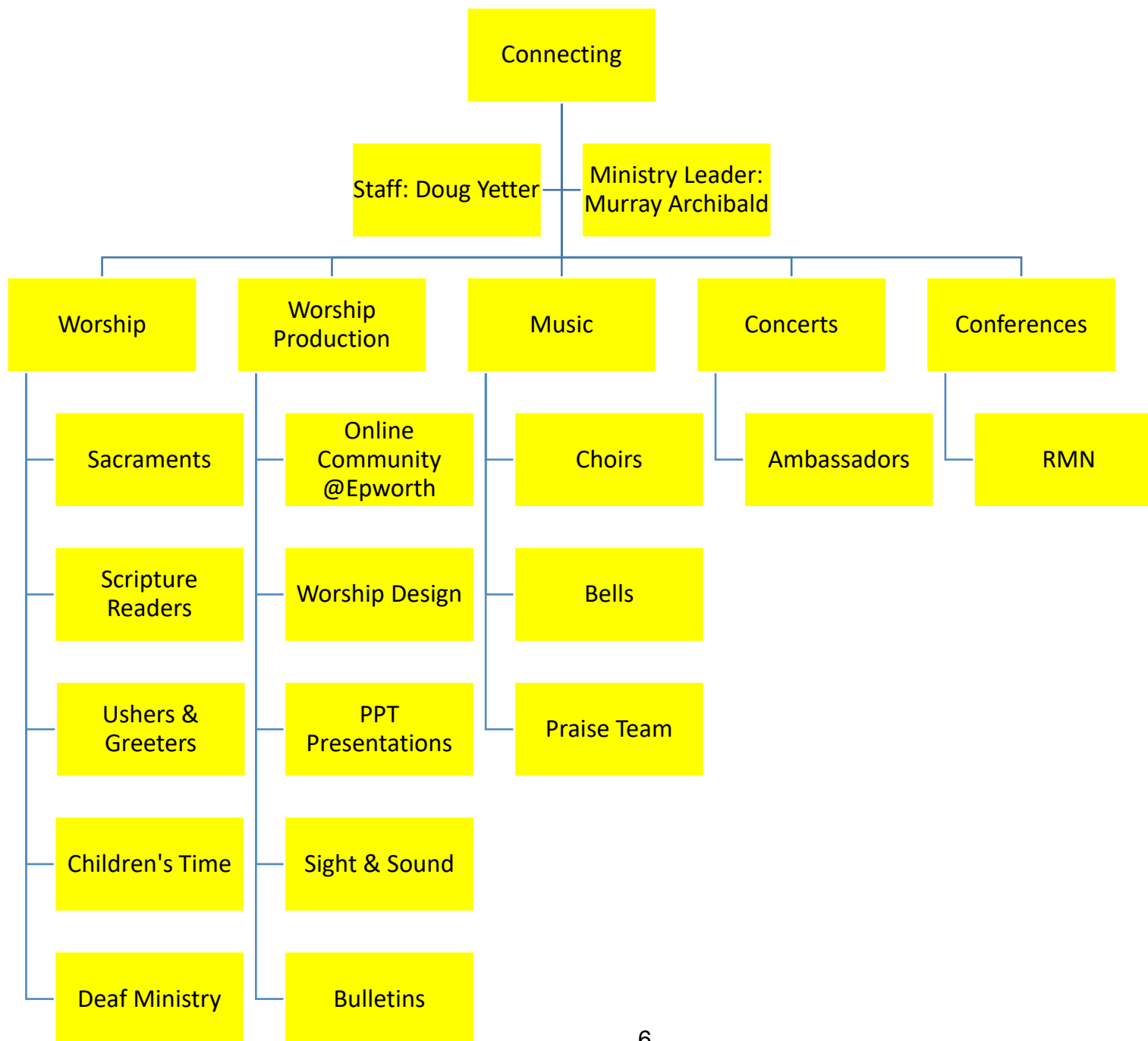
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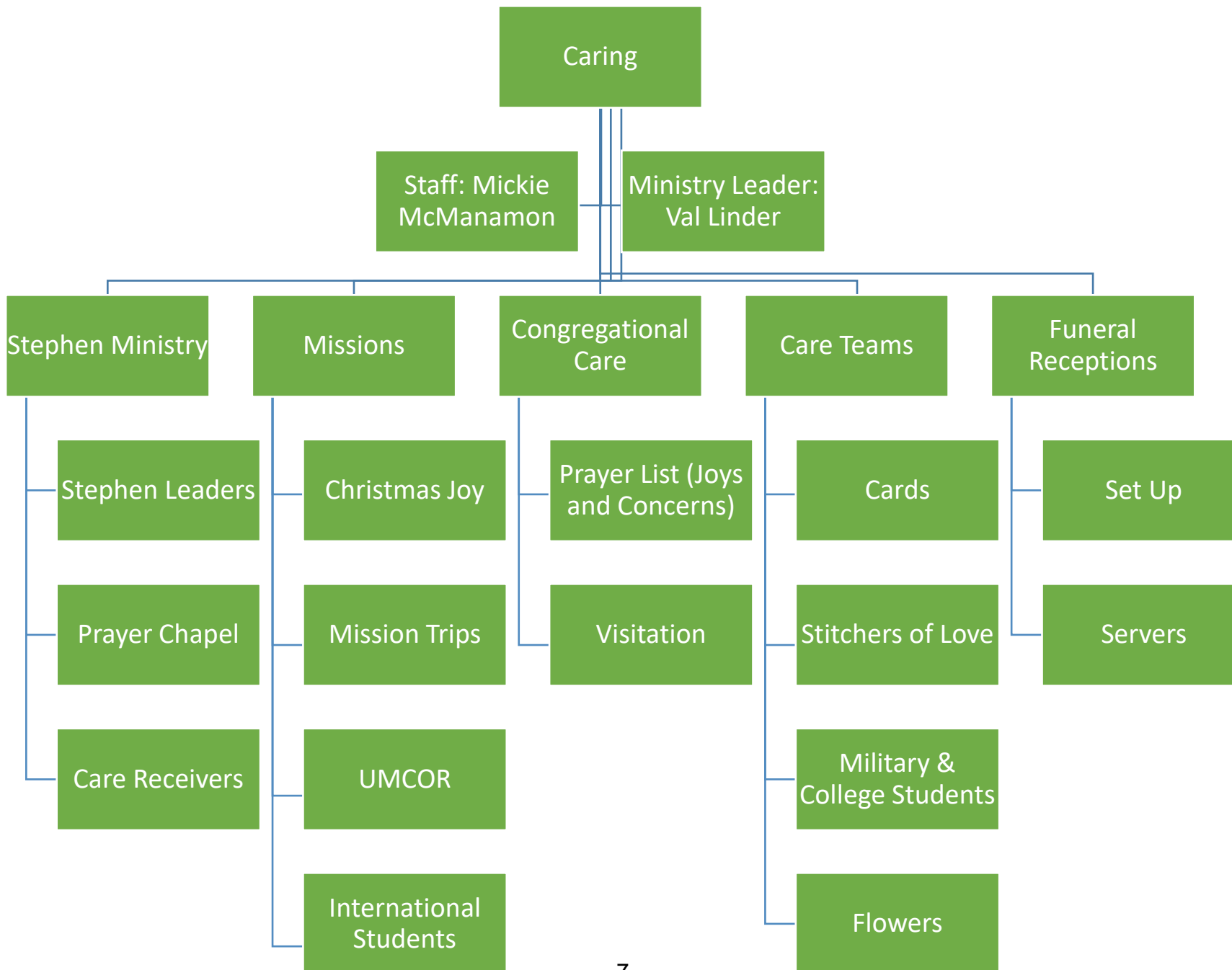
Exploring Faith/  
Embracing Community  
Pastor Vicki Gordy-Stith/Linda Kauffman

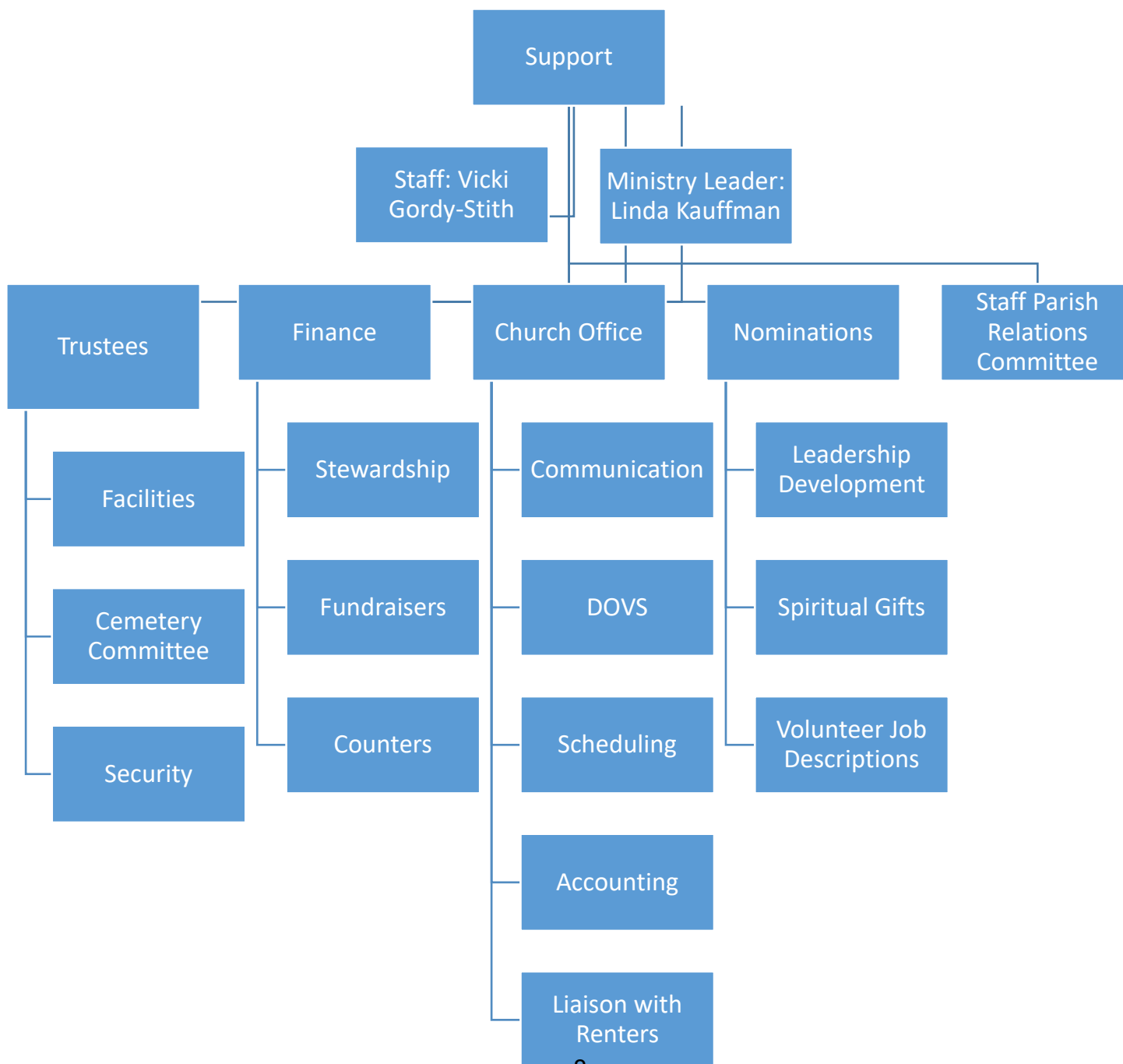














## 2024 Charge Conference Report Pastor's Narrative Report—June 20, 2024

I continue to experience great joy serving 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**, while living our Core Values: *A loving community, Inclusive and welcoming, with Meaningful worship, Exploring faith, and Embracing community.*

This year, we explored the **theme of Thriving**, through our worship series, Bible studies, and leadership. The key verse comes from Ezekiel 47:9: **“Wherever the river flows, every living thing that moves will thrive. There will be great schools of fish, because when these waters enter the sea, it will be fresh. Wherever the river flows, everything will live.”** With Jesus as our Living Water, our River of Life, staying connected to that Source will help us to thrive as a church community. Then, wherever we go, we can bring the power of the Living Water with us, helping our wider community to thrive.

We developed skills to thrive through our Source Collaborative this year. We have finished our two-year journey with The Innovation Hub at Wesley Seminary and created three beautiful, on-going initiatives which help us thrive. Our initiatives include: Youth and Families @Epworth, Learning Community @ Epworth, and Online Community @Epworth.

**Youth and Families @Epworth:** Linda Kauffman and Gwen Osborne lead this initiative. Two wonderful ministries have resulted from their efforts so far. First, under the leadership of Mickie McManamon, we began Meet Me@Epworth, a ministry with adults with developmental disabilities. We had heard from some of our families that schools provide activities for people with developmental disabilities, but after graduation, they lack social engagement. This ministry includes monthly dances, where we have had over 50 people attend. The parents have stayed and connected with each other on several occasions. It also includes Sunday school. Although we have only had two people attend Sunday school, the friendship that they have developed has been a true witness. The two young women have homework every night and meet after worship on Sundays. As a result, they have engaged more in worship and we are planning on having a time for them to read scripture.

The second ministry as part of this initiative involves a partnership with Conley's United Methodist Church. We have not always had a great relationship with Conley's because of our welcome of all people, including the LGBTQ community. However, they reached out to us to assist in their summer program for underprivileged kids, called, “Camp Hope.” We will be providing food and other support for their program. We hope to expand this partnership in other ways as well.

**Community Learning @Epworth:** Todd Popham and Steff Kotch-Jester lead this initiative. So far, we have hosted two authors, with a focus on social justice issues. Pulitzer-prize winning author, John Archibald (Murray's brother), joined us to share about his experience as a preacher's kid growing up in Alabama during the Civil Rights Movement. He shared his discovery that his father, while a good and faithful pastor, did not preach on racism explicitly. A panel discussion followed, exploring ways that silence makes us complicit and ways to respond instead. Our second author, Dr. Janus Adams, presented a topic on moving from Silence to Action. We hope to offer an author event quarterly. We also hope to offer an ASL class in the fall.

**Online Community @Epworth:** Murray Archibald and Jack Palmer lead this initiative, focusing on ways to strengthen the engagement of the online community. We continue to have roughly 50% of our participants join us online. This team has shifted the associate position to be the online pastor. In that role, Bo talks directly with the online people during times of prayer and communion. We also filmed our Ash Wednesday worship service, involving interactive prayer stations. Because of people joining us

online, we more than doubled our Ash Wednesday participation. Additionally, we just began working with Pastor AI, which produces a summary of our sermons, along with daily devotionals, a bible study, and video clips of highlights of the sermon. We have only just begun to fully utilize this program.

I have continued to work toward my goals for the year. These goals include Strengthening Epworth's Hospitality, Discipleship and Leadership Development, Source Collaborative Initiatives, and Staff Development. I continue to work on creating a culture of welcome at Epworth and have heard positive feedback from new attenders.

I have worked with the Lay Leader, Todd Popham, on completing the engagement cycle of discipleship, to move beyond New Member classes into helping people truly find their place in groups and in serving. Working toward that goal, Robin Duer has been steadily working on position descriptions for our ministries. Todd and I led a new class called, "Look @ Leadership," where we gave an overview of how the church ministries work, had conversations about healthy leadership traits, and explored the spiritual gifts of those in attendance. We place every single person in that class into a ministry role. I also developed and implemented a Volunteer Covenant to expressly state what behaviors we expect from our volunteers. I have attached a copy to this report.

I spent much of my time this year on staff development. Our long-term assistant retired, as did our Office Manager. Working with the SPRC, we hired a new office manager, Tammy Zhang, who has been a gift to our staff. However, with all system and personnel changes, we experienced some changes, which not all of our volunteers appreciated. We did reinstate the Daily Office Volunteer ministry, which has been a blessing. Thanks to Susan Jimenez for her work in organizing this work.

I also have enjoyed our relationship with our preschool. This year we baptized four babies as a result of relationships with the preschool. Additionally, I performed my first ocean baptism. Although I did not intend to get completely drenched myself, the ocean had other plans!

Worship continues to grow stronger every week. Our musicians, under the leadership of Doug Yetter, have developed into beautiful groups for both singing and community-building. So many people enjoy the blended worship with both our choir and praise team every Sunday, joined by our bell choir on occasion. Doug does an amazing job of listening to the Holy Spirit and selecting songs which support the scripture and the theme. He offered a Christmas program this year, "Yule Love It," which highlighted the church musicians and invited Alliance, an ensemble which is part of CAMP Rehoboth, to participate, connecting us more with the community.

Additionally, I also continue to deepen relationships with the community. I participate in the Interfaith Clergy Group, and especially appreciate our relationship with Seaside Jewish Community. I spoke at a Shabbat service on gun violence. I also joined SOAH—Speak Out Against Hate group in the community. Epworth hosted the Martin Luther King celebration this year, which was an amazing event. We also hosted the Sandy Hook Vigil.

Some of my additional responsibilities and activities included:

- I serve as the chair of the Peninsula-Delaware Conference delegation to General and Jurisdictional Conference. This year at General Conference, we removed the harmful language toward people who are LGBTQ, and we allowed gay marriages to be performed by our pastors and in our churches and lifted the prohibition preventing LGBTQ people serving as clergy.
- I serve on the Jurisdictional Committee on Episcopacy and the Conference Committee on Episcopacy.
- I chaired the worship team for Annual Conference, responsible for four worship services.
- I continue to work to reduce gun violence. This year, I shifted my focus to offering support groups for Survivors through Moms Demand Action.
- I led two Living Well Retreats for pastors in Peninsula-Delaware and Baltimore Washington Conferences.

- I taught Intercultural Competency and Emotional Intelligence to new pastors at Licensing School.
- I qualified as an emotional intelligence (EQ) administrator, helping people understand their emotional intelligence and how they can grow.
- I attended the Church of the Resurrection Leadership Institute.
- I completed the Positive Intelligence (PQ) program.

As we begin the new program year at Epworth, I have decided to focus on the theme of **“Hospitality.”** The scripture comes from Hebrews 13:2: **“Do not neglect to show hospitality to strangers, for by doing that some have entertained angels without knowing it.”** In order to take the next step in deepening our discipleship as a community and as individual, we need to make room for others, and move from accepting difference to embracing them. This shift requires that we set aside our own desires and focus on the needs of others. As we practice this radical hospitality, we not only discover the presence of Christ in our midst, but we also reflect Christ’s presence to the world. Join us on the journey! We have much to do and your gifts bless us. Thank you for the privilege of serving you, the people of Epworth!



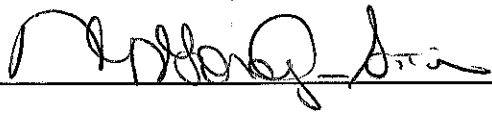
# Report of the Pastor

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.*

<u>Epworth United Methodist</u>	Church	<u>Epworth: Rehoboth Beach</u>	Charge
<u>Delaware</u>	District	<u>Peninsula-Delaware</u>	Annual Conference
For the period beginning <u>June 22, 2023</u>		and ending <u>June 20, 2024</u>	
<small>DATE OF PRIOR CHARGE CONFERENCE</small>		<small>DATE OF CURRENT CHARGE CONFERENCE</small>	

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))?  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 Vicki L. Gordy-Stith

Date June 10, 2024

# 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	Pennisula-Delaware
Beginning Date:	7-1-23	Ending Date:	6-30-24

## 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]	680	19	699	6	693
Baptized Members who have not become Professing Members [¶ 215, 226, 231, 240]	29	7	36	2	34
Constituency Roll [¶ 230.3]	160	13	173	0	173
Affiliate Membership Roll [¶ 227] <i>(member of another UMC)</i>	5	0	5	0	5
Associate Membership Roll [¶ 227] <i>(member of another denomination)</i>	4	2	6	0	6

## 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:   
Membership Secretary

Signed:   
Pastor

**Membership Audit List  
July 1, 2024 to May 31, 2024**

**Joined by Confession of Faith/Reaffirmation (4)**

William Perkins  
Pamela Chandler

Tammy Zhang  
Peter Plourd

**Joined by Baptism (1)**

Jamey Forstrey

**Joined by Other Denomination (4)**

Suzanne Bigos  
Glenn Beigay

Walter Spendley  
Robin Spendley

**Removed from Membership by Death (12)**

Philip Brown  
Frank Girdwood  
David King  
Barbara Rowe  
Donna Hitchens  
Catherine Hall

Dorothy Sadler  
Joanne Whealton  
Margaret Larsen  
Ken Johnson  
Bill Richardson  
Harvey Waltersdorf

**Joined by UMC Transfer (11)**

Dennis Drenner  
Barbara Drenner  
Jack Lynch  
Carol Lynch  
Judy Smandra  
Laurie Smandro

Jim Hedgespath  
Nancy Hedgespath  
R. L. Hughes  
Stephanie Hughes  
Nancy Almacy

**Removed from Membership by Transfer to another UMC (5)**

Robbin Murray  
Cal Weible  
Daniel Halvorsen

Ray Shaffer  
Irene Smith

## Pastor of Community and Communications' Report to Epworth's 2024 Annual Conference

Rev. Dr. Bo Gordy-Stith

### 2023-24 Goals and Accomplishments:

#### **1. Focus on experimentation and creativity in Online Pastor role**

- Began pre-recording worship announcements in August 2023 to tighten this worship element, to equalize the in-person and online experience, and to give people a website tutorial.
- Added an opening and closing personal message, prayer, and team acknowledgements to online worship. Also added instructions and a prayer specific to online participants during communion and Ash Wednesday services.
- Redesigned Epworth's Website in mid-Feb 2024 to facilitate efficient communication and arrangement of weekly announcements. Organized announcements around Epworth's four mission areas (invite/volunteer, belong/groups, connect/worship, and care/prayer) and made editing and organizing announcements a priority.
- Researched, purchased, learned, and trained AV team, several staff members, and DOVs to use ProPresenter for our presentation slides and song words beginning Jul-Aug 2023.
- Began meeting with Online worship Team monthly via Zoom in October 2023 for creativity, accountability, and support.

#### **2. Expand personal and team training/evaluation (including rentals)**

- Attended Church of the Resurrection's Ignite Leadership Institute September 2023 - revamped our website and livestream workflow and production because of learnings from there
- Produced multi-band shows for a tribute to Olivia Records Concert, Epworth's first Night of Music and Art (Oct 2023), the first SDARJ MLK Celebration (January 2024), and the first two Epworth Author Series Lectures, among 68 rehearsals, funerals, concerts, lectures and other events for which I provided technical support at Epworth.
- Produced several training videos for DOVs and new staffers as we transitioned to a new staff configuration in summer of 2023
- Onboarded four new members of our AV Team, doubling the size of our team; revised and greatly expanded our AV policy, procedures, and training manual

#### **3. Explore Faith through study groups**

- Worked with Gwen Osborne and other small group leaders to put together a rollout of over 20 group offerings in the fall of 2023
- Wrote and taught studies in the fall of 2023 (What Do We Mean When We Say God) and during Lent 2024 (Octavia Butler's Earthseed: A Conversation about Religious Practice in Uncertain Times).
- Researched and implemented on our website an AI program which generates a sermon-based Bible study, daily devotionals, quotes, and outline from Epworth's weekly sermon.

### Other Achievements:

- Expanded the Lewes Rehoboth Association of Congregations Board of Directors from 9 to 11 in my third year as President, and added three new ministry partners, tripling LRAC's outreach from 2020. We approved Bylaws changes and a Board Policy Manual and set up a plan to hire an Executive Director by October 2024. I also meet with the Family Promise of Southern Delaware Board President monthly. I will step down from my position as Board President in January 2025.
- Co-led (with Bob Joynson) a monthly meeting with Epworth Food Team leaders to help manage overall food ministry among our four major teams (Intake, Rescue, Food & Love Kitchen, and

Good Sam Outreach). This year, we worked with SPRC and Epworth staff to replace our Food & Love team lead and our kitchen sexton.

- Worked out a plan with SPRC to shift from 30 to 20 hours weekly. Beginning July 1, 2024, in addition to Sundays, evening meetings, Bible studies, and tech support for rentals, I will work regularly in the church office Tuesdays, Wednesdays, and Thursdays from 9 am to 2 pm.
- Continued to drive an elementary and high school bus run mornings and afternoons as a Cape Henlopen School District bus driver (30 hours weekly). Added 4 hours weekly of a high school evening athletic bus run to Lincoln in January 2024 and joined the Union.
- Removed old risers to make space in shell December 2023; worked with John Hilt and CAMP representatives to set up a more efficient riser storage and deployment solution.
- Arranged for lighting repairs throughout the year (one chandelier dimmer pack and 5 of 8 stage lights). Included bid for additional static stage cameras and connections in the 2024-25 church budget.
- Arranged for a Tech Booth Window Installation and designated space for sound techs on the sanctuary floor in late-Mar 2024.

### **Proposed Goals for 2024-25**

1. Leverage Online Worship and Web Team to **expand and improve Epworth's website**
2. Develop policies, training, and schedule to **maximize the creativity and contributions of our AV team** (and new members) for worship, special, and rental events
3. **Synergize my group study/spirituality facilitation with online worship** (including training other group leaders to do so)
4. **Take care of myself** spiritually, mentally, and physically



Christina L. Whaley  
7706 Stagg Road  
Snow Hill, MD 21863  
302-841-7589

May 20, 2024

Charge Conference Report:

Kenny (Ken) and I continue to live outside of Snow Hill, MD within a mile of the Chincoteague Bay where we enjoy the opportunities to watch creation unfold around us. We love worshipping God weekly and connecting in person or online with the people at Epworth UMC in Rehoboth Beach.

Continuing with The Upper Room Emmaus Ministries, I have participated in the monthly zoom meetings with other Consultants and Communicators. As a Consultant, I have directly worked this past year with the Crossroads Walk to Emmaus Community of Eastern Pennsylvania as they move from a Steering Committee to a Community Board of Directors. As a Communicator, I have worked with sixteen communities in the Texas, Louisiana, and Oklahoma area.

With respect to being a retired pastor, Spiritual Direction for All is now my focus as I meet with those who are seeking God in their everyday life experiences and/or are seeking a deeper relationship with God. This past year I completed the application process through the General Board of Higher Education and Ministry and was approved to receive a Professional Certification in Spiritual Formation. I continue to meet with directees in person or on Zoom, individuals or groups, from local communities and across the United States. August 14-17, 2023, I led the Spiritual Formation portion of the Residency in Ministry (RIM) Program held at the Pecometh Retreat Center. I participate monthly in a cohort group supervision and meet with my own Spiritual Director regularly.

In my own personal spiritual growth, I participated in group book studies of “The Wisdom Way of Knowing” by Cynthia Bourgeault and “Wisdom Distilled from the Daily” by Joan Chittister. Being a Benedictine Oblate, I attended monthly meetings, retreats, and Days of Reflection as I was able in person or on Zoom. Since my last Charge Conference Report, I have given two presentations and/or talks on the topic “Discernment” focusing on the steps of humility found in the Rule of Benedict.

Lastly, I continue to take a weekly Sabbath time on Wednesdays where I meet with God in silence and reflection. This is my way of centering with God, listening with the ear of my heart to the voice of God, and returning to the world to better serve God.

Grace and Peace,  
Christina L. Whaley  
pastortina@aol.com

# **Epworth United Methodist Church 2024 Charge Conference Report**

## **Inviting Ministries – Pastor Bo Gordy-Stith & Bob Joynson – leaders**

### **Communications, Ecumenical/Interfaith, Food Ministries, Inclusive Ministries, and Social Justice**

#### **Communications**

- This year, our Pastor of Community and Communications **streamlined our announcement communications**, redesigning our website in the wake of continuing education training and recording announcements weekly for inclusion in our Sunday worship. Staff retirement and consolidation have made the process of submitting information clearer for leaders and members. These changes necessitated extensive review and revision of our policy and procedures, training for Daily Office Volunteers and new staff members, and software and hardware reconfiguration and installation (particularly for the Epworth Preschool). Epworth has assembled a working group focused on integrating the online and in-person engagement and experience. For additional details, see the Report of the Pastor of Community and Communications.
- **Electronic Sign Project** – to supplement a generous donation base from our members, Epworth received \$27,000 in grant funds from the Pen-Del Congregational Development Corporation (CDC) in April 2023 to purchase and install an electronic LED message center in place of our existing wooden sign. This project will allow Epworth to significantly expand the reach of our communications to our community, supplementing our print, online, and social media communications to inform the many individuals and families who pass by our church in vehicles or on bicycles of the good works of our ministries and the many events taking place at our church. Last summer we discovered that Epworth church is not zoned for electronic signage (earlier reviews had determined the opposite). We applied for a conditional use permit from Sussex County in the fall, and after two County hearings we received our permit in April 2024. **Our electronic sign is expected to be installed and operational early this summer.**

#### **Ecumenical/Interfaith**

- **The Lewes Rehoboth Association of Congregations (LRAC) provides over \$700,000 of annual funding for the shelter, feeding, and empowerment ministries** including the Community Resource Center, Family Promise of Southern Delaware, What is Your Voice domestic shelter, Lighthouse for Broken Wings shelter, the Springboard Collaborative shelter, West Side New Beginnings youth and community enrichment ministry, The Way Home halfway house for persons released from incarceration, Cape Henlopen Food Basket, and the Milton Community Food Pantry. **These programs are funded from New Life Thrift Store proceeds from selling donated items**, thanks to a paid staff of three and 150 volunteers. Epworth's Pastor for Community and Communications is the President of the LRAC Board of Directors; another Epworth church member is also on the Board. Epworth also has members who volunteer at the New Life Thrift Store.
- **Community Resource Center (CRC)** - this is an outreach program of LRAC. CRC provides funds, food, shelter, and support in many ways. Our **Food Rescue** ministry provides food to the CRC. 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.
- **Seaside Jewish Community** - Epworth continues to partner in ministry and fellowship with our neighboring Jewish synagogue as our ministry partners. They are closely involved with our Food Rescue, Kitchen@Epworth, ISOP summer suppers, Social Justice projects (including LRAC), the Your Neighbors' Faith interfaith group, and the Beebe Cares monthly delivery to former patients who are food insecure. They have even provided funds for some of these projects! Our youth group and congregation join with them in community outreach efforts. We have for the past 12 years hosted their High Holy Days services in our sanctuary. This year, they collected food for distribution in our Good Sam ministry during the services.

#### **Food Ministries**

Our four Food Ministry Teams, building on their work from previous years, continued their important outreach and support to our community during this past year. We partner with area homeless shelters, the Community Resource Center (CRC), Beebe Cares, Milton Food Bank, La Esperanza, Pearl Domestic Violence Houses, and other support organizations in Sussex County.

- **Food Rescue – During 2023 our Food Rescue teams collected more than 280,000 pounds of food from 20 area grocery stores, restaurants, and farmers markets. These include:**

WAWA	Chick-fil-a	Pasqualini’s Bakery
Rehoboth Beach Giant	Fifer Market	Starbucks
Grocery Outlet	Tomato Sunshine	Coho Market
Giant Millville	The Point Pastry &	The Coffee House
Aldi	Coffee Shop	Kaan’s Bakery
Historic Lewes Farmers Market	La Baguette	Panera
Outback	Café Papillon	
	Surf Bagel	

**Team Lead Gerrie Boisjoly and her dedicated volunteers** work tirelessly six days a week to transport, unload, triage, and stage 140 tons of fresh produce for distribution that would otherwise go to waste. While most of the rescued produce goes to our Good Sam distribution ministry, we supply:

Beebe Cares	La Esperanza	Milton Community Food
Cape Henlopen Food Basket	Community Resource Center	Pantry
Casa San Francisco	Lighthouse for Broken	Savannah West
Hispanic Coalition	Wings	Teach a Person to Fish Society
House of Mercy	Mary Mother of Peace	Sheltering Heart
Transformation Center		What is Your Voice

- **Food Intake (Pantry) - During 2023 our Food Pantry teams collected more than 35,200 pounds of food from individual contributors.** Our Food Pantry Teams collect donations on Tuesdays and Thursdays. **Team Leads Dotti Outland and Tom Lewis coordinated the collection of more than 21,000 pounds of food through April 2024.** In addition to our congregation members, many community members regularly and significantly donate food for us to distribute to our neighbors in need. **Among these are the Delaware Food Bank, the GFWC Zwaanendael Women’s Club, Stephan & Co. Salon and Spa, the Harry K. Foundation, the Lewes and Rehoboth Beach Rotary Clubs, the U.S. Postal Service, and neighborhood groups.**
- **Food & Love (Kitchen@Epworth) –** Our volunteers on five Kitchen Teams continued to prepare hot meals for sharing with Good Sam Mobile clients and dine-in patrons at Epworth on Sunday afternoons. During 2023 our Kitchen Teams prepared more than 3,900 hot meals for delivery to those in need. We have served more than 1,200 meals through April 2024. **This year was a transition year for our leadership,** as Penny McClennan (Ministry and Team Lead) and Cara Wilson (Kitchen Sexton) stepped down after over a decade of faithful service. **Maureen Knesel joined Epworth’s staff as Kitchen Sexton** this spring, and **Dotti Outland expanded her responsibilities to include Food & Love** as well as Food Intake. **Epworth hosted meals prepared by our Kitchen@epworth teams on Tuesday evenings for the local J-1 students who were in the area for the summer of 2023 working at local businesses.** This is a place for J-1 students to receive a nourishing meal, information about our local area, and socialize with other students and our volunteers. J-1 students also come to our Good Sam food distribution days on Sunday, Tuesday, and Thursday to receive much needed food. There were significantly less J-1 students during 2023 than there were pre-Covid. We expect a similar number of J-1 students during the summer of 2024 as we had in 2023 and have resized our efforts to better match the anticipated number of students.
- **Good Sam (distribution) –** During 2023 our Good Sam Teams **distributed shelf stable, produce, and hot food to more than 11,000 individuals at our Good Sam Mobile drive-through on Sundays, Tuesdays, and Thursdays. We have served more than 4,000 people through April 2024.** We receive email requests from community members to volunteer in the ministry almost weekly on our website. In addition to managing the many volunteers for the ministry, **Team Lead David Streit** also vets, trains, and integrates these new volunteers.

### Inclusive Ministries

- **Preschool - Epworth Preschool is celebrating its 37th 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. We offer two-, three- and five-day classes which meet from 9:00-noon or 9:00-2:00. We also offer 6 weeks of summer camps with various themes. We currently have wait lists for our camps and for the fall.

- **Recovery Groups** - Epworth continues to "embrace community" by opening its doors to all support groups. This important initiative has proved successful providing meeting space to multiple groups.
- **Skatepark@epworth** has continued as a wonderful outreach to the younger community. While not officially an Epworth Ministry, the park is hosted on the Epworth campus – a 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. This year, the Board oversaw minor renovations and repairs, the installation of two new obstacles, and the removal of a damaged memorial that will be replaced in the fall. Our Building Manager, John Hilt, added parking lot striping to create a turn around area so cars will not drive on the park when the lot is full.
- **The Boys & Girls Club of Rehoboth** continue to lease space from Epworth. Attendance has been steady as it provides a safe place for structured after-school activities to young people in our community.

### Social Justice

Social Justice concerns are very real at Epworth Church. When we say All Means All, we reach into many facets of our lives and the lives of our community, both near and far. The various concerns of Social Justice include:

- **Moms Demand Action**—This group has advocated for the cessation of gun violence and proper management of gun ownership. Recently, bills passed in the Delaware Legislature. Recently, bills passed in the Delaware Legislature that now require applicants for handguns to be fingerprinted, obtain a permit and receive training in the use of the handgun.
- **Sisters Group**—This interfaith group consists of those of Jewish, Muslim and Christian faith. These women meet and share ideas, hopes, information and prayers.
- **Kiva**—When an organization needs a micro-loan to begin a new project or business venture, they come to Kiva. Our Kiva@Epworth group meets to review loan requests. They have granted 597 loans totaling \$57,575 in funding since its inception which has improved lives all around the world.
- **Fair Trade**—The sale of goods for fair market value is important to the mission of Fair Trade. Coffee, tea, chocolates, and a variety of other staples support those in needy countries.
- **FIRE—(Faithfully Inviting and Reconciling Everyone)** The first Sunday of each month, FIRE encourages everyone to wear an Equality Stole. This is a sign of our commitment to equality for all people, and a celebration of Epworth being a Reconciling Congregation.
- **Campaign to End Debtors Prison (CEDP)**—This organization is committed to making the prison system equitable for all people, regardless of financial resources. Legislation is currently underway that will eliminate many of the inefficient, unreliable, and cruel fees that are tacked onto convictions in our court system. In Delaware, a run-of-the-mill misdemeanor can run hundreds of dollars purely because of fees added for the sole purpose of funding government infrastructure. The fees in Delaware’s criminal court system aren’t about accountability. They are hidden taxes, surcharges added to violations that are used to fund essential services. They disproportionately impact low-income Delawareans and communities of color – and when added to minor infractions, they can turn a small mistake into a lifetime of debt and poverty.

Amos 5:24 prays, “Let justice roll on like a river, righteousness like a never-failing stream!” And in Micah 6:8, “He has shown you, O mortal, what is good. And what does the Lord require of you? To act justly and to love mercy and to walk humbly with your God.” May this ever be so at Epworth and throughout our community!

Belonging  
2024 Charge Conference Report  
Submitted by Linda L. BenderHilt, Belonging Ministry Leader  
Supported by Gwen Osborne, Cathie Lewis, Robin Duer, and Michelle Yates

Belonging is the Ministry Team that focuses on New Members, Group/Book Study, Age Level Groups such as Youth and Sunday School. Service Groups and Fellowship are also a component of this ministry. Gwen Osborne is the staff representative.

**New Members classes** were held 4x this year (quarterly); with a total of 19 new members joining and six baptisms. Led by our Lay Leader, Todd Popham, each group met for a one-day session for about 4 ½ hours. After three months the new members are contacted as follow-up to help them find their place at Epworth. A new members' brunch breakfast is planned for Sunday, June 9<sup>th</sup>.

Looking Forward,

- We are planning more New Members classes during the fall of 2024 and the spring of 2025 on a quarterly basis

**Groups** have increased and have continued to grow this year.

- Ministry fairs were held in September and February to give the opportunity to meet the group leaders and share information about the classes; over 100 folks participated in the fall event!
- A form has been developed for Exploring Faith Class; uploaded to our website and is to be completed by those wishing to lead a faith class
- Zoom groups continued to meet Tuesday evenings
- Many leaders did more than one book study
- Reverend Deb Scott held a Lenten book study (Bishop Tom Berlin's New Lent Study) after our Lenten soup suppers for six weeks with an attendance of 20-25 participants
- Various Bible and Book study groups have met throughout the year: 'On Purpose', Devotional Classics, Mankind Project 1, A Season of Mystery, Hollywood Jesus, Made for a Miracle, Forgiveness, and The Grinch – the heart that grew bigger
- Social groups included kayaking with Terry Moore and Biking with Bo
- Our Volunteering groups continue to operate and flourish: flower ministry, food rescue and mobile pantry, Stephen Ministry, Wings, card making and sending, Good Sam cards, fellowship coffee hour, food, and love kitchen crew, adopt a highway, Kiva, Epworth facility team, FIRE, social justice, scripture readers, ushers, SS teachers, youth group, hospitality group/greeters, security team, CDL bus operators
- We added a new ministry, Meet Me @Epworth (adults with special needs) spear headed by Mickie McManamon; this includes monthly activities and weekly bible study after the worship service. It is open to the community

### Looking Forward

- Many current groups such as kayaking and bicycling will return/continue
- An Education Fair is being planned for the fall to open/introduce new classes
- Continue 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, Breakfast with Santa, The Cookie Walk

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. A new Men's group, led by Todd Popham, has begun and look forward to hearing from him.

**Sunday School** continues at Epworth, and it is a year-round program. Attendance varies; one week with no children, one week with 1 child to holidays: November had a week of 13; December had a week of 12 and Easter Sunday, we had 18 children including nursery age children! Average attendance ranges from 6 to 9 children. The Sunday School roster contains 22 families with a total of 35 children ranging in ages 2 to 12. A Children's Celebration is included in each Sunday worship service.

- Children have participated in the service as acolytes.
- Curriculum continues 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
- Currently 35 children are on the Sunday School roster!
- There will be Vacation Bible School this summer – theme is Scuba: Diving into Friendship with God; July 29-August 2

### Looking Forward,

- We are planning to continue this curriculum for the next year
- Monthly to Bi-monthly emails to parents on Sunday school happenings
- A confirmation class, which will be taught by our Youth Group Director, Joy Gordy-Stith, is planned for the near future

**The Youth Program** moved from weekly to biweekly meetings with our Epworth youth following the worship service. Led by our youth group director, Joy Gordy-Stith who is assisted by Thea Quillen, Sarah Rice, and Tom Lewis. Currently there are six+ middle school aged

members. Completed unit on Help! I'm a Teenager; 2024 units: Old Testament vs New Testament, the Creation Story, Siblings fighting, Noah and the Ark, Abraham and Sarah, Jacob's Dreams, Joseph and his Coat and Moses in Egypt are just a few. Our youth participated in the following events: Christmas pageant and a progressive dinner, Polar Bear Plunge, served a community meal, Rise Against Hunger, easter egg hunt, served communion, reversed Lenten food boxes, and road cleanup of Holland Glade.

#### Looking Forward,

- Monthly activities are planned for the summer months such as a lock in scheduled for June 14<sup>th</sup>
- Curriculum revolving around the stories of the Bible and working their way through the Old Testament
- Continue to grow the youth group
- Activities with other youth groups in our area

**Fellowship** (formerly Family Ministries/ Community Outreach) will continue. 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,

- We plan to hold another Easter Egg Hunt and are investigating having a bonfire with pumpkin decorating in the fall
- We hope to continue the greet and meet the Pastors and Sunday school crew on a quarterly basis

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 continue our children's programs.

# Connecting Charge Conference Report 2023-2024

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

## The Year in Review

Though the community continues to deal with minor outbreaks of COVID and RSV, the past year has seen an increase in regular attendance in worship and our music ministries. The resilience developed during the pandemic seems to be paying off. Despite this positive news, the Connecting Team continues to seek out new ways to engage our congregation and connection to God.

- Connecting Core Team members: Murray Archibald (*Ministry Leader / Worship Design*), Rev. Dr. Vicki Gordy-Stith, Doug Yetter, and Aleta Thompson (*Communion / Worship Design*).
- 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 (*in a reinvigorated program under the guidance of Rick Buske*), Worship Design, Altar Team, Lectors (*under the supervision of Pat Johnson*), Communion Stewards (*guided by David Hagelin*), Acolytes, and Worship Design Production Team (*guided by Pastor Bo*).
- All areas of the Music Department enjoy a full rehearsal and worship schedule. Our Chancel Choir and Praise Team continue to work together in and out of worship, and more singers have been engaged in both over the past year. We were privileged to inherit some talented refugees from area congregations who withdrew from the UMC. The Bell Choir has faced some challenges with illness, travel, and aging, but have maintained regular participation in worship.
- The Epworth Bell Choir takes a summer break in July and August, and we're taking advantage of the open time by moving the Praise Team rehearsal to Wednesday. With more singers participating in both Praise Team and Chancel Choir, this affords those members a free night on Thursday (our regular rehearsal evening).
- The Chancel Choir continues to enjoy moderate growth, and continue to enhance their musical knowledge and vocal technique. The Praise Team has grown to the point where a rotation has been developed, so an average of 5 singers of the 11 are present in weekly worship.
- Volunteer hours have returned to pre-pandemic levels of nearly 9,000 hours of service.
- As mentioned above, the Ushers have returned to worship under the direction of Rick Buske. Rick has organized the ushers into rotating teams with three Head Ushers to help guide volunteers. It may be the best system we've had for ushers.
- Our goal of engaging our online congregation through the Source Collaborative continues to grow. Pastor Bo not only leads our Sight and Sound volunteers in the booth, but he's also been actively recruiting and training new crew members. Pastor Bo has become an online host for our cyber-congregation – welcoming them, narrating through Communion to create a more active presence, and closing worship with an invitation to join us again.
- The Worship Design Production Team (*guided by Murray Archibald*) created and installed visuals for all church seasons including Pentecost, Advent, Christmas, Epiphany, Lent, Holy Week, Easter, and the long season of Ordinary Time.
- Other areas under our purview also continue to flourish – the roster for Scripture Readers / Prayers of the People has grown and are adding online readers. Our acolyte schedule includes more of our youth, and their attendance and participation has become more regular.

## Looking Forward – Opportunities and Challenges for 2024-2025

The Connecting Team continues to explore and implement inspiring worship concepts to support the worship series created by our Pastoral Staff and look forward to attracting those who wish to join us as we Explore Faith, Embrace Community, and strengthen our faith and love of God.

Submitted by Doug Yetter, 6-05-24



**2024 Charge Conference Report**  
**July 1, 2023 to June 30, 2024**  
**Caring**  
**Val Linder, Incoming Ministry Leader**  
**Mickie McManamon, Ministry Director**

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

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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.

**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 provided services to several in our congregation. We continue to have a few people who need help that is beyond the scope of Stephen Ministry and give information on. We reached out to local or internet-based services still accepting clients to make a list of services available outside church that might help those asking for it.

The Stephen Ministry Team provides a one-on-one prayer chapel. This is provided in the rooms down the Abel hallway, before and after our 10:00 a.m. blended service. 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:**

- . On going education for serving congregation in hospital or hospice care.

**Card Ministry**

Our card ministry coordinator moved this year. We are actively searching for a new coordinator.

- Continues strong connection with congregation
- Card writers sent cards in following categories
  - Sympathy
  - Birthdays, over 75
  - Get Well
  - Encouragement
  - Anniversary
- Encouragement cards stuffed into each family's bag when getting foods from Good Sam.
- Thank You cards given to each family/club that donated food.

**Areas to address:**

- Find new ministry coordinator
- Recruit new ministry members

**Pastoral Care**

Pastoral Care changes with the ongoing concerns of medical issues facing communities. The local hospitals continue to monitor covid and other respiratory outbreaks. When the hospital will not allow outside visitors, we contact the Chaplain Services to make a visit on our behalf.

We continue to make phone calls, home visits, and sometimes porch visits.

- 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
- Communion Ministers bring communion to residents in the 4 assisted living facilities the 1<sup>st</sup> Monday of the month
- Communion Ministers added a new service to those residents and employees of our 4 assisted living homes. On Ash Wednesday, they distributed ashes to residents and employees. In one of the homes 45 residents and employees received ashes!

#### Christmas Joy – Major changes this past Advent Season

- School System back to accepting gifts other than gift cards
- Angel Tree came back. Congregation and community businesses assisted us in providing a Christmas to 45 children from Cape Henlopen Schools and West Side Community Agency
- Infamous Epworth Cookie Walk returned to raise money for Christmas Joy

#### Ministry Changes

##### Stitchers of Love

- New Leader recruited several 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
  - One Sunday month complete, full vases are given to The Moorings

##### Receptions

- Funeral receptions are now available when Celebration of Life is held in Sanctuary

#### Crossover Ministry Begins

Following the plans from our source collaborative team Caring and Belonging Ministries combined services for a new ministry at Epworth. The ministry is Meet Me @ Epworth! A ministry to serve and accommodate adults (18yrs old +) with special needs through Bible Study and community social activities held at church once a month.

- Sunday School after blended service using curriculum adapted for adults with ID.
- Picnic to open social activities on Epworth's lawn in September.
- Dances held in the following months
  - October Halloween Costume Dance
  - November Thanksgiving Dance
  - December's Ugly Sweater, Shirt or Socks Dance
  - February's Valentine's Dance
  - March St. Patrick's Day Celebration and a Birthday Party
  - April's Spring Fling
  - May Closing Picnic to end our social calendar for this year
- Plans for next social season being made now.

*"You are the light of the world. A town built on a hill cannot be hidden.<sup>15</sup> Neither do people light a lamp and put it under a bowl. Instead, they put it on its stand, and it gives light to everyone in the house.<sup>16</sup> In the same way, let your light shine before others, that they may see your good deeds and glorify your Father in heaven." Matthew 5:14-16 NIV*

**2024 Charge Conference Report**  
**Finance Committee**  
**David Hagelin, Chair**

**Overall Financial Health**

- This year has been less challenging than the prior year from an income and cash flow perspective. Our overall financial health, including our balance sheet, remains relatively strong.
- We are grateful that our financial condition improved by the second half of 2023 as giving and rental income increased, and expenses were not significantly over projections.
- By the end of May 2024, general fund giving for the fiscal year was running about 2 percent above budget while special giving was nearly 70 percent above budget due to generous one-time gifts and giving toward our new roof. Rental income was running 5 percent below projections. Expenses were running 15 percent under projections.
- While retirement of our mortgage in early 2023 has helped decrease expenses, payments on our roof and lease of our HVAC system account for about \$7,000 in regular monthly expenditures.
- Efforts of the Fundraising Committee – formed last summer as an auxiliary group of the Finance Committee – have contributed to our revenue. Fundraising events have provided fellowship opportunities for members of our church family as well as friends and neighbors who are not Epworth members or regular worship attendees. These events further our vision to explore faith and embrace community.
- Last summer, Epworth received more than \$100,000 in payroll tax-related IRS refunds through a pandemic-era program. These funds have been placed in a CD and money market and our intent is to reserve them for emergency use.
- We continue to encourage online/electronic giving as a convenient giving method, especially for those who do not regularly attend in-person worship services. Online giving has been promoted as part of our current stewardship campaign.

**Budget**

- The proposed budget for the next fiscal year is a balanced budget and one we believe is realistic based on financial performance in recent months, recent giving patterns and expected capital and maintenance expenses.
- Total income is projected to be approximately 12 percent higher in the upcoming fiscal year and total expense, about 8 percent greater.
- An increase in general fund giving of about 5 percent from our estimated giving level at the end of June is projected for fiscal 2024-2025. The projected increase in rental income is 6 percent.
- SPRC expenses are projected to increase 3 percent and connectional ministry expenses, 17 percent. Facilities-related expenses are projected to remain steady.
- The Governing Board has approved the proposed budget. Income and expenses will be tracked closely and adjustments made as needed to be fiscally prudent.

**Stewardship Campaign**

- The fiscal 2023-2024 campaign produced nearly identical results to the prior year's campaign. This was encouraging after two years of declining pledges during the pandemic. While fewer households pledged this year, the average per-household pledge amount rose. Less than 60 percent of total giving in 2022-2023 was pledged giving and the 2023-2024 figure likely will be no higher. This may reflect hesitation to making a specific commitment because of uncertainty about how economic conditions may affect personal finances.
- The 2024-2025 campaign began in early May and pledges typically are submitted well into the summer. The early response has been favorable and we are optimistic that results will be comparable to last year in terms of amount pledged if not also number of pledging units. New members are among those who have made commitments. We believe the addition of new members in the past year – including some with former longtime relationships with other congregations – will lead to greater financial support in the months and years ahead.

Fund Raising  
2024 Charge Conference Report  
Submitted by Linda L. BenderHilt, Recording Secretary

**Current Members:** Sue Brenton, Chairperson

Linda BenderHilt (recording secretary), Ethel Cabry, Jamie Forshey, David Hagelin, Jeanne Jefsten, Dotti Outland, Susan Selph, David Striet, Kim Witmer, and Gwen Osbourne-staff representative

**Our Mission Statement:** Our purpose / focus of the fund-raising committee is to raise monetary funds to assist in supporting Epworth's Vision – exploring faith and embracing community and Mission – inviting, belonging, connecting, caring = All Means All.

This committee held its first meeting on June 7, 2023.

**Past fund-raising events:**

- Fellowship Brunch was held after the worship service on Sunday, September 10, 2023; donation jar raised \$181
- A Night of Music and Art was a huge success (Friday, October 27, 2024, from 6:00-10:00 PM); a fun evening for all. This event raised over \$6000!
- Yule Love It returned this past year!
  - Featured in the two-act concert on Sunday, December 10, 2023 at 3:00 PM was the Epworth Chancel Choir presenting Joseph Martin's *A Celebration of Carols*, accompanied by organ, a wind quintet, and the Epworth Bell Choir; the Epworth Praise Team and Band will open Act II by singing contemporary carols, followed by the CAMP Rehoboth Alliance Singers with traditional sacred and secular selections, and ending with a community sing-along of joyous holiday favorites. The production is under the direction of Doug Yetter, Epworth's Minister of Music and Artistic Director of the CAMP Rehoboth Chorus and Alliance Singers.
- Corn Hole Tournament
  - Saturday, March 2, 2024, from 11 AM – 3 PM; \$50 per team; Kitchen will have hot dogs, snack bags, and drinks

**Participated in the following events:**

- Breakfast with Santa on December 2, 2023
- Cookie Walk on Saturday, December 16, 2023
  - Our annual cookie walk was held in the Narthex and this year, we sold **four varieties** of soup by the quart: Chicken Noodle, Vegetable Beef, Vegetarian Lentil (\$10), and Red Crab (\$15). The proceeds benefit the annual Christmas Joy drive.
- Easter Egg Hunt on Saturday, March 23, 2024

**Upcoming fundraisers include:**

- Fried Chicken Dinner on Saturday, June 1, 2024, from 4:00-6:00 PM
- Golf Tournament
  - Theme: Drive Away Hunger; date is Saturday, October 5, 2024, at the American Classic Golf Course by Acme
  - Schell is our sponsor for \$5000; rounding up sponsors: \$500 hole; \$250 cosponsors; \$100 donations – name in print list; hoping for at least thirty-six participants
  - Will include a silent auction, lunch for the golfers
- Music Concert Sunday, November 10, 2024
- Yule Love It in December

## **2024 Charge Conference Report**

### **Staff-Parish Relations Committee**

**Chair: Sandy Pierce**

**Members:** Mike Fehrenbach; Rev, Bo Gordy-Stith; Rv. Vicki Gordy-Stith; Dan Hoffman; Condy Holt; Jack Palmer; Linda Kauffman; Todd Popham; Rob Linder

The SPRC began the fiscal year of 2023-24 with a meeting that encompassed introduction, review, and discussion of the duties of the SPRC in the context of the responsibilities of the committee to the family of faith at Epworth UMC. This includes the awareness and development of the relationship of the pastors and staff with the church attendees/members/community at large; maintaining a working relationship with our District Superintendent and Conference leaders; and being ever mindful of the welfare and ability of our congregation to grow as disciples of Christ in this community of faith. Guidelines and a year's overview of responsibilities were presented. The importance of confidentiality was discussed, and members signed a confidentiality covenant.

The Congregation also joined with us to celebrate Pastors Vicki and Bo Gordy-Stith's 30-year anniversary serving communities as pastors. The celebration and honoring them was a joyful privilege and we at Epworth feel quite fortunate to have both serving us together in this place.

The developed 2023 fiscal year goals and objectives for both pastors were reviewed and discussed in August 2023. Throughout the year the pastoral reports focused on the elements of the goals that were being accomplished and if not – the reason for the delay or alteration of the goal. These documents / reports were used in the performance appraisals for FY 2023. Note: SPRC completed the Church Profile, the Pastors Performance Reviews, SPRC Advisory forms, and Pastors Compensations forms which were submitted November 2023.

The 2023-24 Focus of our lead pastor has been “Thriving” based on the verse in scripture Ezekial 37:9. “Wherever the river flows, every living thing that moves will thrive.” God and our leaders desire to see Epworth UMC as individuals and as a community thrive, grow, and flourish. On May 26 we began to explore the fruits of thriving. These fruits are the gifts and service each of us must identify and offer to others. Also the fruits are noted in the programs: developing a place of welcome and personal warm interaction as soon as you walk into the building – ushers and hospitality staff aware as well as every member of the faith community. Plan to develop an ambassador's program to join this effort which could assist folk joining us for the many activities scheduled by outside organizations using our facilities. Discipleship in leadership development – identifying individuals' gifts and aligning them with service through the church to others. This was utilized in a recent leadership class.

This construct is further evidenced in the continued efforts to grow from the Source Collaborative suggestions and thoughts. 1) Online Community at Epworth continues to thrive under the care and attention of Pastor Bo. Increased interaction between the online and in person communities is encouraged and developing; as the lead online pastor he has increased online presence and interaction by personally welcoming, accepting prayer requests and praying with the online family prior to shifting to the service. He participates personally during communion online. He continues to support and grow the tech support team. Goals of developing skillful volunteers using specific gifts of audio and visual technology to help our communities thrive and grow. 2) Community Learning at Epworth: Goal to develop and offer classes to not only our community but the broader community around Epworth. For example: Epworth Author's Series: John Archibald – Pulitzer Prize winning author – April 23, 2024 “Shaking the Gates of Hell”; Dr. Janus Adams journalist / entrepreneur May 19, 2024; presenting a study on ASL open to the community; Youth and Families at Epworth: The development of “Meet me at Epworth” – a program to facilitate learning / Bible study and socialization for special needs individuals. The Youth program continues to grow and increase in service and relationship / service opportunities. Additional opportunities throughout the year – Breakfast with Santa (who uses ASL...) Christmas Cookie Walk, Church Cookbook, Ash Wednesday / stations of the cross / Good Friday service; MLK Celebration – interdenominational.

Both Pastors also continue to thrive and grow. Pastor Vicki develops services with the music minister and laity assistance that are on point and inspirational. As Lead pastor she is very involved and committed to strengthening relationships between staff and between staff and congregation / visitors. She served as the Chair of Worship for the Annual Conference held in Charlotte, NC. She continues to serve on BOOM and served as committee chair for leadership update and teaching. She has dealt with some personal health issues this year but did so gracefully and utilized Pastor Bo and retired ministers as needed appropriately. Pastor Bo has seemed to find a good balance for him of service in the Church that is flourishing and continuing as a bus driver to children in the Cape Henlopen school district (a job he also loves). He continues as lead for the Lewes Rehoboth Association of Churches (ecumenical) however is planning a replacement for that position next year – although may remain involved and has facilitated placing 2 representatives that attend EUMC. SPRC has been in close touch this year and assisted in adjustment of his schedule at church, responsibilities (including an effort to responsibly limit outside organizational use of facilities and A/V and custodial staff for outside events), and salary structure.

Staffing adjustments continued this year. The Devoted Office Volunteer (DOV) program headed by Susan Jimenez has been very successful. Gifts as identified are utilized with office duties being delegated and accomplished well (taking some stress from the pastors)

It was determined that in addition to the DOV's and Financial Manager that a skilled Office Manager was needed – someone with advanced computer skills, the skill of observation / directing/ overseeing staff and DOV responsibilities and good interpersonal skills to aid in staff issues and assist in outside rental / activity arranging and programing coordinating with our staff. Advertising brought 54 individuals our way – reviewed / screened by written interview material followed by final in person interviews. Our Office Manager began her duties Jan.3,2024 and has passed her probationary period with flying colors having proved herself to be very competent, efficient, and personable with others. We then experienced the retirement of the Financial Manager on March 31,2024. After consideration and exploration of options the decision was made to outsource the staff payroll, preschool payroll, tax documentation and time off documentation to Paychex. Other financial duties were delineated and assigned with the Finance Committee's help and an adjustment in some additional duties for the Office Manager. The Office Manager's Job Description was adjusted along with a salary adjustment at the end of the 90 day probationary period and consideration of additional duties. All changes were approved by the SPRC and Finance Committees reporting to the Governing Board.

One additional staff member resigned requiring recruitment for a Kitchen Sexton. This position is part-time but an important piece of the kitchen functionality and efficiency. The Job Description was reviewed and refined with volunteer food server assistance. A volunteer leader stepped up and was interviewed, appearing to be a good fit for the position. The individual is on probationary period but appears doing quite well and has been well received by staff and others encountered. SPRC has reviewed and approved the candidate choice, the revised job description and salary for this part time position. The individual began employment on May 1,2024.

An effort is being made to ensure that all staff positions have accurate and updated information filed. Additionally, documentation of staff days off and staff Health Insurance policy is being clarified and documented. Clarification and documentation of other requirements (background checks, regular formal reviews for example) is being reviewed.

A busy but positive productive year that will allow us to continue as a church family to thrive and grow as individuals and as a faith community with God's guidance – welcoming and serving all in this place.



2024 Charge Conference Report  
Epworth Board of Trustees  
Bernadette M. Maher, President

## 2023 -2024 Summary of Trustee Activities

- The nursery room was converted into a meeting room space thus allowing the church to rent out another meeting room. It is now called the Starns Room after our former Pastor Vicky Starns.
- We implemented a Plant Improvement Project in order to improve the health and wellbeing of the plants located both inside and outside the sanctuary.
- Met with the church's office supply company to pair down supplies not required thus saving the church approximately \$1,500 per month.
- Replaced failing gutters on the Bayside entrance of the church.
- Replaced existing caulking on all standing ribs at the Oceanside entrance of the church.
- Completed painting of the preschool classes and rooms.
- Conducted a complete inventory of key fobs and deactivated unused fobs resulting in a more secure and safe environment.
- Conducted a review of the church's insurance coverage to ensure adequate coverage exists.
- Developed a Facilities Use Policy as a guide to what groups can use the church's building, ground and parking facilities.
- Developed a Church Maintenance/Repair Request in order to prioritize work requests.
- Pastor Vicki conducted a dedication service at the Epworth United Methodist Cemetery in Rehoboth Beach for the two new columbaria installed in October 2023.
- Striping of the parking lot completed including curb painting.
- Installed No Parking signs at the Bayside entrance so that vehicles do not park and block emergency vehicles.
- Conducted Steeple inspection with repairs completed as needed.
- Converted existing lighting in the music room and kitchen to LED bulbs thus reducing energy costs.
- The Preschool continues to increase enrollment. For the 2023-2024 enrollment period all classes were full, a total of 89 children with a wait list following. Additionally, all Preschool staff, teachers and part time teacher have undergone training in CPR and First Aid requirements.
- The Cemetery Committee reported that 10 niches and 6 grave plots were sold in 2023. Sales for 2024 up to May 13<sup>th</sup> are 12 niches and 4 graves. The current financial status, balance sheet and profit and loss reports of the cemetery committee are in good standing.

**On-Going Projects:**

- Installation of new Electronic Sign for the purposes of promoting ecumenical messages, scripture, announcements of church activities, Pre School and Boys and Girls Club messages and membership growth and marketing messages.
- Polling place for the State of Delaware Department of Elections for the State Primary Election 9-10-2024 and State General Election 11-5-2024.
- Review and update if needed the Safe Sanctuary Policy.
- Review and update if needed the Fee Schedule charged by the church for rental of various rooms.
- Determine parking lot fee for outside entities requesting the use of the church's parking lot.
- Cleaning of exterior roof top windows as necessary.

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

**2023-2024 Charge Conference  
Governing Board Report  
Linda L. Kauffman – Chair**

First, WHAT A BLESSING FOR ALL THE CHANGES THAT OCCURRED AT THE GENERAL CONFERENCE THIS YEAR. Epworth has been an open and welcoming church for so many years, but the affirmation by the General Conference and the removal of the damaging language and restrictions comes as a breath of life to our congregation. We have always been a church where ALL TRULY MEANS ALL. How wonderful to know have the denomination embrace what we have had in our hearts for years.

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 makeup of the Board is comprised of the Chairs of the Finance, SPRC, and Trustees, our Lay Leader, a recording secretary, as well as the lay leaders of the four areas of ministry that are Inviting, Belonging, Connecting and Caring. Our main objective is to assist the staff and in particular, our Pastors in all activities as it relates to the church. We support, council, and assist in any way that we can.

The 2023-2024 year finally felt like we were back to our 'normal' way of worshipping and interacting. The return of all the activities, ministries and use of our church building was a welcome reminder of what life was pre covid. With all the activity returning, the Governing Board was actively engaged in assisting in the operations of the church as well as defining policies and practices.

With the help of church volunteers who have written and re-written some policies, we have created a document retention policy, created a communication policy to support our much-awaited informational electronic sign, participated in the implementation of many of the Source Collaborative initiatives, and supported the creation of the DOV (Daily Office Volunteers) handbook and room rental policies. In addition, we have compiled request documents for creating new ministries and fund-raising events. We have also been a part of the creation and completion of the Volunteer Covenant.

We are currently working on updating or creating policies covered in the Document titled "10 Policies Your Church Should Consider". It was put out by the Lewes Center for Church Leadership of Wesley Theological Seminary. I am happy to report that we have already created almost all the ten but several need to be updated. We anticipate finishing that project by the end of the summer.

With the payoff of the mortgage. We have continued our effort to reduce our debt as it relates to both the HVAC system and the new roof that were installed in the past few years.

2024/2025 looks to be another busy year in the life of our church and Governing Board is ready, willing and more than able to assist in any way needed to move our wonderful church forward.

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

## **2024 Charge Conference Report**

### **Lay Leader – Todd Popham**

A summary of my Lay Leader activities on behalf of Epworth United Methodist Church since my appointment July 1, 2023.

#### New Members

- Redesigned Belongings Class into a two-day New Member Orientation Program
- Facilitated five new member classes – 23 new members

#### Brothers in Christ

- Redesigned our Men's Group, creating a new ministry Brothers in Christ
- Nine charter members
- Met bi-weekly as accountability partners to explore our faith and embrace community

#### Source Collaborative

- Served on the Epworth Source Collaborative Team
- Co – Lead for Learning Community Initiative
- Coordinated two author events

#### Pastor/Staff Support

- Met with Senior Pastor each month for mutual coaching and spiritual growth
- Met with Associate Pastor every other month for mutual coaching and spiritual growth
- SPRC member
- Served on selection team for Office Manager opening

#### Worship Service Support

- Scripture Reader & Children's Message



**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 2023 charge conference to your 2024 charge conference.

**PART 1. DATA ON THE LAY SERVANT**

Name:  Mr.  Mrs.  Ms. Sandy F. Pierce  
What name do you go by (e.g. Sue, Bob): Sandy  
Address: 30592 Tower Place  
City/State/Zip: Selbyville, DE 19975  
Home Phone: 302-988-2202 Work Phone: 828-231-8942  
Email: sfpierce01@gmail.com

District: Delaware District  
Home Church: Epworth UMC  
Church Address: 19285 Holland Glade Rd.  
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? 2023-2024  
What was the TITLE of the LAST advanced course you took?  
Together in the United Methodist Connection (2023); Delaware District Leadership training (2023); Stewardship that can Save the World (2024)

*(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.

Sandy F. Pierce (signed) Date: 6/4/2024  
(Lay Servant)

**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.

[Signature] (signed) Date: 6/4/2024  
(Pastor)

**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 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): Staff Parish Relations Committee
  - beyond my local church:
    - in my district (what): Lay representative to District Committee on Ordained Ministry – Delaware District
    - in my conference (what): 2024 Conference Choir
    - 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): Staff Parish Relations Committee
- 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.):  
Click here to enter text.
- taught classes (what, how many): Click here to enter text.
- served as a worship leader in services (how many): \_\_\_\_\_
- delivered devotional messages (where, how many): Delaware DCOM – two; SPRC - two
- preached in worship services (where, how many): Click here to enter text.

Additional leading, caring, and communicating ministries in which you participated (describe opportunity and your part in it):  
 Participate in music ministry at Epworth UMC – Handbell Choir and Adult Choir.  
 Participate in local organization CAMP Rehoboth – Choir  
 Volunteer to read the Sunday service scripture lesson and offer prayer for the pastor – twice

- 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?

Daily devotions – currently "Jesus Always – Embracing Joy in His Presence – Sarah Young; Books: Authentically Uniquely You – Joyce Meyer; Walking with God through Pain and Suffering – Timothy Keller; Surprised by Grace – C S Lewis; You are the Beloved – Henry Nouwen; Atlas of the Heart – Brene Brown; World of Wonders – Amiee Nezhukumathil other literary ventures through a monthly book club – many dealing with current and past justice issues.

Attending / participating in weekly Study at Epworth UMC – Hope and the Nearness of God

## 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?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(If no, please explain) Click here to enter text.			
What additional training or support do you need? Click here to enter text.			

Give your recommendations for improving lay servant ministry in your district or annual conference: Appreciate the opportunities offered to learn and grow in knowledge and faith.	
Appreciate the opportunities offered for growth in knowledge and faith.	

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

## **Lay Servant Ministry**

Sandy F. Pierce

### **Educational information**

Basic Lay Servant Course – Dover, DE District – March 2019

Lay servant Academy, Wilmington – Rev. Ivan Turner, Jr.

Shift 2.0 – Dr. Phil Maynard – Dover District, Seaford DE 2018-2019

Two sessions – 1) Authentic Relationships

2) Impactful Service

Lay Leadership and Lay Member Presentation – Training Workshop Dover District

“Living our Beliefs.” Feb. 8, 2020

Accountable Leadership Webinar – Dover District

Sept. 22, 2020 Led by Rev. Dr. Sa and Rev. Blair Hall

Gospel Discipleship Advanced Course

4 Pathways for Christian Disciples (book by Michelle J. Morris)

Wilmington District online (ZOOM) Feb 12-14, 2021

Social Principles Advanced Course - Lay Servant Academy - Online (ZOOM)

April 14, 21, 28, May 5, 12, 2021 (5 2-hr sessions)

Economic Justice; Gun Violence; Environmental Justice; Racial/Social Justice;

Immigration in Social Principles; Rev. Archie – survey Interfaith power and life

Didache Retreat – St. Andrew Orthodox Church – Dr. Fitzgerald – April 9, 2022

Institute for Discipleship – Be a Disciple/Lay Servant Ministries

“Life Together in the Methodist Connection” – Online – ZOOM – Rev. Beth L. Galbreath

Two-week course – Feb 24, 2023 10 contact hours / 1 CEU

Delaware District Leadership Training April 22, 2023

Pastor Parish Relations – Dr Hyung Hee Sa

### **Service Information**

Lay Member Delegate to Peninsula-Delaware Annual Conference – 2018, 2019

Lay Leader - St Matthews by the Sea UMC, Fenwick Island, DE – 2018-July 2021

Dover -> Delaware DCOM Lay member since Oct 21, 2020

Local Church service: handbell choirs; adult choirs.

SMBTS: Missions Committee (chair 2020-21); arranged and participated in BLS training through local

EMS at SMBTS; Member of the Health Committee – bi-monthly BP checks in the office; Member UMW;

Honorary member of UMM; attended Finance, SPRC, Administrative Council and reported as appropriate

– as Lay Leader; taught evening Bible Study on the formation of the Bible ; Worship Leader; Developed

and presented Sunday morning services including the sermon/reflection in the pastor’s absence; During

COVID sent out email “Friday Faith Notes” to our congregation and “other duties as needed”.



**CERTIFIED LAY MINISTER  
ANNUAL REPORT TO THE CHARGE CONFERENCE**  
Initial Application or Request for Renewal



Report for year ending 2024

**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 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? 2023
4. What was the title of your last approved continuing education event? Leadership Conference SHare Church online

*(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 6/5/24 Certified Lay Servant/Certified Lay Minister Gwen Osborne

**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 \_\_\_\_\_ Pastor \_\_\_\_\_

**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
- at a hospital, nursing home, or to a shut-in
- served in caring/outreach projects (food pantry, prison ministry, etc)
- other caring activities (Please list) \_\_\_\_\_
- provided one-on-one caring
- in membership/evangelism visitation

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   3   classes
- shared my faith story   3
- 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, childrens activities - VBS, Egg Hunt, Meet me group dances, etc.

**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?  
Leadership conference Share Church 2023, books (Becoming more than a good Bible Study Girl, You are what you think,

**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.)

(July 2017)

**COMMITTEE ON NOMINATIONS AND LEADERSHIP DEVELOPMENT**  
**GOVERNING BOARD & STANDING COMMITTEES**      **For July 1, 2024 - June 30, 2025**

**GOVERNING BOARD**

CHAIRMAN	Linda Kauffman
LAY LEADER	Todd Popham
LEAD PASTOR	Vicki Gordy-Stith
SECRETARY	Pat Johnson
TRUSTEE CHAIR	Bunny Maher
SPRC CHAIR	Sandy Pierce
FINANCE CHAIR	David Hagelin

**MINISTRY TEAM LEADERS/PROGRAM MANAGERS**

INVITING	Bob Joynson/Bo Gordy-Stith
BELONGING	Linda BenderHilt/Gwen Osborne
CONNECTING	Murray Archibald/Vicki Gordy-Stith & Doug Yetter
CARING	Val Linder/Mickie McManamon

**LAY MEMBERS TO ANNUAL CONFERENCE**

Murray Archibald
Ruth Ann Curley (19)
Mike Tyler
David Szumski (19)

**RESERVE LAY MEMBER**

**SUPPORT TEAMS**

**BOARD OF TRUSTEES**

President	Bunny Maher (16)	To be elected
1st Vice President		
Secretary	Vicki Gordy-Stith	
Staff Representative	Bunny Maher	
	Bob Joynson (22)	
	Anita Broccolino (22)	
2025 Term		

2025 Term

Dee Speck (22)  
Len Johnson (22)

2026 Term

Dan Pots  
Dick Coyle

2027 Term

**Rick Buske**  
**R.L. Hughes**

Cemetery Committee -- A Standing Committee

*Amenable to the Board of Trustees (2012 Discipline)*

Leader

Roger Truitt

Secretary

Representatives of Trustees (2)

Bunny Maher (16)

Cemetery Representative

Jay Stevenson (12)

Lay Members

Sue Spencer (2023)  
Loretta Mahan (2023)  
David Garrett  
Gerry Alexander (2023)

**STAFF-PARISH RELATIONS COMMITTEE**

Leader

Sandy Pierce

Pastor

Vicki Gordy-Stith

Lay Leader

Todd Popham

2025 Term

Sandy Pierce (22)

2026 Term

Cindy Holt (22)

2027 Term

Dan Hoffman (23)

**Mike Fehrenbach (21)**

**Dorothe Mumford (24)**

**NOMINATIONS & LEADERSHIP DEVELOPMENT**

Chair

Vicki Gordy-Stith (Lead Pastor)

Co-Chair

Gwen Osborne

Lay Leader

Todd Popham

2025 Term

Marti Garrett (22)

2026 Term  
2027 Term

Ruth Ann Curley (23)  
**Stephanie Hughes (24)**

**FINANCE COMMITTEE**

Leader  
Treasurer  
Financial Secretary  
Staff Support & Resources  
Planned Giving  
Trustee Representative  
SPRC Representative  
Governing Board Chair

David Hagelin  
Bob Thoman  
Tammy Zhang, Account Manager  
Vicki Gordy-Stith  
Bunny Maher  
Sandy Pierce  
Linda Kauffman

2025 Term  
2026 Term

Jeanne Jerfsten (22)  
Fred Yates (23)  
Bob Thoman (23)  
Scott Button (23)

2027 Term

**David Hagelin (21)**  
**Rob Cline (21)**  
**Dennis Drenner (24)**

**Social Justice Leader**

Judy Stout

**Epworth Ambassador**

Jamie Forshey

## Epworth Church Volunteer Leader Covenant

**Vision:** Explore Faith and Embrace Community

**Mission:** Inviting All, Belonging, Connecting to God, and Caring

At Epworth, our leaders fulfill the biblical role of equipping people for the work of the ministry, from Ephesians 4:12-13: “His purpose was to equip God’s people for the work of serving and building up the body until we all reach the unity of faith and knowledge of God’s Son. God’s goal is for us to become mature adults—to be fully grown, measured by the standard of the fullness of Christ.” This passage also includes the role of all our volunteers: serving and building up the people of God into unity, while becoming mature adults and reflecting Jesus to others.

As leaders and volunteers, we work together with our pastors, staff, and leadership to live out our vision of Exploring Faith and Embracing Community, by fulfilling our mission of Inviting All, Belonging, Connecting to God, and Caring. **We set the tone** and pace for the entire congregation. **We model** the faith, the behavior, the life, and the attitude of a Christian for our congregation and our community. **We shape** the heart, character, and life of this community. For this reason, it is vital that we **walk the Christian walk**. Spiritually healthy leaders will produce a spiritually healthy church, which will contribute to a spiritually healthy community.

To help us live out these standards, we developed the following covenant to guide our life together as leaders. We use these standards to hold ourselves accountable to live as a part of a loving community as we live into this beloved community. We also recognize that God’s grace empowers us to be faithful, God’s grace allows us to forgive and reconcile, and God’s grace brings transformation in our lives. (In the Methodist tradition, we call these aspects of grace: prevenient, justifying, and sanctifying grace.)

As followers of Jesus in the Methodist tradition, we seek both personal and social transformation. We do not shy away from engagement in justice issues of our day, and we approach these social concerns through a lens of love. When we encounter theological differences, we attempt to follow the adage: “In essentials, unity; in nonessentials, liberty; in all things, charity.” We value the full participation of women and men, and all people regardless of age, race, class, background, sexual orientation, and gender identification.

Jesus summarized the goal of the Christian life with two commandments: love the Lord our God with all your heart, soul, mind, and strength; and love your neighbor as yourselves. John Wesley spoke of this goal as sanctification, Christian perfection, or holiness. Our Methodist tradition offers three General Rules designed to help Christians pursue this goal. As leaders we pursue these “rules” as we grow in faith and service together. We have organized our covenant around these three rules.

## Epworth Church Volunteer Leader Covenant

**Vision:** Explore Faith and Embrace Community

**Mission:** Inviting All, Belonging, Connecting to God, and Caring

**1) Do no harm.** Avoid:

- a) Self-destructive behavior (addictive behavior, poor self-care)
- b) Moral compromise (sexual misconduct, greed, dishonesty)
- c) Self-centeredness and pride (refusing to see your ministry in the context of the whole ministry effort of Epworth)
- d) Malice (harboring resentment, acting in anger, backbiting)
- e) Gossip (which harms both the person and the church and ministries)

**2) Do good:**

- a) Love everyone with the radical love of Jesus
- b) Respect everyone and accept differences as part of God's diverse creation
- c) Publicly support Epworth, our pastors, staff, leaders, and other volunteers, including accepting a decision as your own, even if you disagreed
- d) Handle conflict one-on-one, speaking directly to the person (Exceptions: speak to teachers when dealing with children in the Boys and Girls Club or Preschool and when conflict continues, contact Epworth's Lay Leader for assistance)
- e) Always assume positive intentions and build others up
- f) Maintain confidentiality when it is warranted
- g) Ask for clarity when you do not understand
- h) Care for ourselves, our spouse, partner, and family members
- i) Be engaged with those in need, both inside the church and out

**3) Stay in love with God:**

- a) Attend worship
- b) Engage in close Christian friendships for spiritual growth in a small group
- c) Serve God with our time and talents
- d) Give in proportion to our income, with the tithe being the goal
- e) Spend time in prayer, meditation, and the personal study of scripture
- f) Grow in the fruit of the Spirit: goodness, patience, kindness, faithfulness, self-control, love, joy, peace, and gentleness

**Covenant:** I have read the above and I commit to living my life and pursuing ministry in a way that is consistent with these expectations. I desire to serve under this covenant at Epworth.

Name: \_\_\_\_\_

Ministry Area: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 2024 KEY LEADERSHIP LIST

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

1. The left column (2023) **must** be completed every year for each filled position in your church, even if you have previously given the information to your District Office.
2. The right column (2024) **must** be completed in one of the ways listed below:
  - a. If there is a new person in the position, the right column must be filled out completely.
  - b. 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.
  - c. 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 (2023)		New (2024)	
Name:	Todd Popham	Name:	Todd Popham
Email:	<a href="mailto:toddpopham@gmail.com">toddpopham@gmail.com</a>	Email:	
Work:		Work:	
Mobile:	443-517-3150	Mobile:	
Home:		Home:	
Address:	18380 Alpine Loop Rd Lewes DE 19958	Address:	
ADMINISTRATIVE BOARD/COUNCIL CHAIR			
Current (2023)		New (2024)	
Name:	Linda Kauffman	Name:	Linda Kauffman
Email:	<a href="mailto:llkauffman@verizon.net">llkauffman@verizon.net</a>	Email:	
Work:		Work:	
Mobile:	302-853-2303	Mobile:	
Home:	302-226-2344	Home:	
Address:	35136 South Drive Lewes, DE 19958	Address:	
PASTOR-PARISH CHURCH CHAIR			
Current (2023)		New (2024)	
Name:	Sandy Pierce	Name:	Sandy Pierce
Email:	Sfpierce01@gmail.com	Email:	
Work:		Work:	
Mobile:	828-231-8942	Mobile:	
Home:	302-988-2202	Home:	
Address:	30592 Tower Place Selbyville, DE 19975	Address:	
FINANCE COMMITTEE CHAIR			
Current (2023)		New (2024)	
Name:	David Hagelin	Name:	David Hagelin
Email:	<a href="mailto:dmhagelin@gmail.com">dmhagelin@gmail.com</a>	Email:	
Work:		Work:	
Mobile:	614-270-7781	Mobile:	
Home:		Home:	
Address:	13 Leighs Way Rehoboth Beach, DE 19971	Address:	



## 2024 KEY LEADERSHIP LIST

<b>FINANCE COMMITTEE CHURCH TREASURER</b>			
Current (2023)		New (2024)	
Name:	Bob Thoman	Name:	Bob Thoman
Email:	bobtrhomanappraisals@gmail.com	Email:	
Work:		Work:	
Mobile:	717-586-3474	Mobile:	
Home:		Home:	
Address:	255 Country Club Drive Rehoboth Beach, DE 19971	Address:	
<b>TRUSTEE COMMITTEE CHAIR</b>			
Current (2023)		New (2024)	
Name:	Bunny Maher	Name:	Bunny Maher
Email:	<a href="mailto:bunnymaher@comcast.net">bunnymaher@comcast.net</a>	Email:	
Work:		Work:	
Mobile:	610-299-6732	Mobile:	
Home:		Home:	
Address:	16779 Brookstone Drive Milton, DE 19968	Address:	
<b>LAY MEMBER (TO ANNUAL CONFERENCE)</b>			
Current (2023)		New (2024)	
Name:	Murray Archibald	Name:	Murray Archibald
Email:	rma.archibald@gmail.com	Email:	
Work:		Work:	
Mobile:	302-236-2931	Mobile:	
Home:	302-227-0705	Home:	
Address:	117 Kings Creek Road Rehoboth Beach, DE 19971	Address:	
<b>RESERVE LAY MEMBER (ALTERNATE TO ANNUAL CONFERENCE)</b>			
Current (2023)		New (2024)	
Name:	David Szumski	Name:	David Szumski
Email:	Dszumski@beebehealthcare.org	Email:	
Work:	302-644-2900, ext. 15	Work:	
Mobile:		Mobile:	
Home:	302-227-2659	Home:	
Address:	18845 Sylvan Drive Rehoboth Beach, DE 19971	Address:	

## 2024 KEY LEADERSHIP LIST

<b>NATIVE AMERICAN MINISTRIES REPRESENTATIVE</b>			
Current (2023)		New (2024)	
Name:		Name:	
Email:		Email:	
Work:		Work:	
Mobile:		Mobile:	
Home:		Home:	
Address:		Address:	
<b>YOUTH MINISTRIES COORDINATOR</b>			
Current (2023)		New (2024)	
Name:	Joy Gordy-Stith	Name:	Joy Gordy-Stith
Email:	kgordystith@yahoo.com	Email:	
Work:		Work:	
Mobile:	302-750-3964	Mobile:	
Home:		Home:	
Address:	81 Ponds Edge Court Felton, DE 19943	Address:	
<b>UNITED METHODIST WOMEN PRESIDENT</b>			
Current (2023)		New (2024)	
Name:	Sue Spencer	Name:	Sue Spencer
Email:	Beachwalker99@outlook.com	Email:	
Work:		Work:	
Mobile:	443-536-9573	Mobile:	
Home:		Home:	
Address:	18480 Carters Grove Circle, Plantations, Unit 7, Lewes, DE 19958	Address:	
<b>UNITED METHODIST MEN PRESIDENT</b>			
Current (2023)		New (2024)	
Name:		Name:	
Email:		Email:	
Work:		Work:	
Mobile:		Mobile:	
Home:		Home:	
Address:		Address:	
<b>CHURCH STAFF (SECRETARY/ADMINISTRATIVE ASSISTANT)</b>			
Current (2023)		New (2024)	
Name:	Tammy Zhang	Name:	Tammy Zhang
Email:	tzhang@epworth.faith	Email:	
Work:		Work:	
Mobile:	410-999-7475	Mobile:	
Home:		Home:	
Address:	24526 Marsh Hawk Lane Georgetown, DE 19947	Address:	

## 2024 KEY LEADERSHIP LIST

<b>COMMITTEE ON DISABILITIES CHAIR</b>			
Current (2023)		New (2024)	
Name:		Name:	
Email:		Email:	
Work:		Work:	
Mobile:		Mobile:	
Home:		Home:	
Address:		Address:	
<b>LAY MEMBER TO ANNUAL CONFERENCE</b>			
Current (2023)		New (2024)	
Name:	Ruth Ann Curley	Name:	Ruthann Curley
Email:	racurley@cs.com	Email:	
Work:		Work:	
Mobile:	302-228-4393	Mobile:	
Home:	302-227-3992	Home:	
Address:	126 Shady Ridge Drive Rehoboth Beach, DE 19971	Address:	
<b>LAY MEMBER TO ANNUAL CONFERENCE</b>			
Current (2023)		New (2024)	
Name:	Mike Tyler	Name:	Mike Tyler
Email:	miket Tylerde@gmail.com	Email:	
Work:		Work:	
Mobile:	302-339-5780	Mobile:	
Home:		Home:	
Address:	34297 Summerlyn Dr., Unit 516 Lewes, DE 19958	Address:	
<b>FINANCIAL SECRETARY</b>			
Current (2023)		New (2024)	
Name:	Scott Button	Name:	Scott Button
Email:	scottbutton@me.com	Email:	
Work:		Work:	
Mobile:		Mobile:	
Home:	202-320-9909	Home:	
Address:	37383 Oxford Ct. Rehoboth Beach, DE 19971	Address:	



# REPORT OF THE TRUSTEES

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

Additional reports should be made as requested by the Charge Conference or Church Council or equivalent (§ 2549). 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.

<b>CHURCH</b>	Epworth United Methodist Church	<b>CHARGE</b>	Rehoboth Beach, DE
<b>DISTRICT</b>	Dover, DE	<b>CONFERENCE</b>	Peninsula-Delaware
<b>PERIOD BEGINNING</b>	5-31-2023 <small>Date of Prior Charge Conference</small>	<b>PERIOD ENDING</b>	7-1-24 <small>Date of Current Charge Conference</small>

1. Organization for the present conference year 7-1-2024 was effective by electing the following officers (no less than three, and up to nine persons):

POSITION	NAME	TERM EXPIRES
PRESIDENT	Bernadette Maher	2026
VICE PRESIDENT	David Garrett	2024
SECRETARY	Rosemarie Schmidt	2024
TREASURER	Robert Joynson	2026
MEMBER	Len Johnson	2026
MEMBER	Anita Broccolino	2026
MEMBER	Dan Potts	2027
MEMBER	Dee Speck	2026
MEMBER	Dick Coyle	2027

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):

PROPERTY	NAME	OFFICE	BOOK	PAGE
CHURCH BUILDINGS	Epworth UMC	19285 Holland Glade	1726	120
CHURCH BUILDINGS				
PARSONAGES				
PARSONAGES				
OTHER	Epworth UMC Cemetery	187 Henlopen Ave.	ON File	
OTHER				

3. B. Who is the custodian of deeds and other legal papers? Special Projects Manager

3. 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?
					<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	AMOUNT:	
CHURCH BUILDINGS	\$14,200,945	same	RC	Selective	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	AMOUNT:	8/7/2024
PARSONAGES					<input type="checkbox"/> Y <input type="checkbox"/> N	AMOUNT:	
CHURCH FURNISHINGS & EQUIPMENT	\$1,543,315	same	RC	Selective	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	AMOUNT:	8/7/2024
PARSONAGE FURNISHINGS & EQUIPMENT					<input type="checkbox"/> Y <input type="checkbox"/> N	AMOUNT:	
VEHICLE(S)	\$20,000	same	N/A	Selective	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	AMOUNT:	8/7/2024
GENERAL LIABILITY					<input type="checkbox"/> Y <input type="checkbox"/> N	AMOUNT:	8/7/2024
WORKER'S COMPENSATION				Hartford	<input type="checkbox"/> Y <input type="checkbox"/> N	AMOUNT:	8/7/2024
DIRECTORS & OFFICERS ERRORS & OMISSIONS CRIME		\$1,000,000	N/A	Selective	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	AMOUNT:	8/7/2024
PROFESSIONAL LIABILITY COVERAGE		\$1,000,000	N/A	Selective	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	AMOUNT:	8/7/2024

6. B. Have the buildings been inspected for fire and other safety hazards within the past year?  Yes  No

6. C. Have you assessed the of replacement value within the last 5 years?  Yes  No

6. D. Who performed the assessment? \_\_\_\_\_

6. E. Does the church have a Safe Sanctuary Policy?  Yes  No

6. F. Is the amount of insurance adequate?  Yes  No

*To determine adequacy of coverage, please use the GCFA Insurance Worksheet found at [GCFA.org](http://GCFA.org).*

7. A. Has an annual accessibility audit for church properties been conducted (§ 2533.6)?  Yes  No

*Attach as a report; an example accessibility audit form may be found at [GCFA.org](http://GCFA.org).*

7. B. If needed, have you developed an accessibility plan?  Yes (Attach plan.)  No

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	May2001	629,114	Stcks, Bnds,CD	54,575	Cemetery only
Endowment	2019	219,277	Vanguard	9,420	

*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 6/4/2024

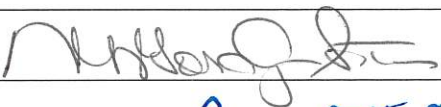
ANNUAL ACCESSIBILITY AUDIT FOR UNITED METHODIST CHURCHES (¶2533.6), Scored Version



Church Epworth United Methodist Church District Dover, DE

	Y	N	Description / Guidelines <i>(see page 4 for scoring instructions)</i>	Explain "N" answers <i>(additional space on p. 5)</i>
<b>GETTING INTO THE CHURCH</b>				
1- B	✓		Clearly visible signs mark <b>or</b> direct people to accessible entrances	
2- B	✓		1+ marked ADA parking spaces are on level ground near entrance	
3- G	✓		Wheelchair users don't have to go behind parked cars, cross traffic	
4- S	✓		At least 1 per 25 spaces is clearly marked with access symbol on vertical signs and on pavement (# of accessible spaces:____)	
5- B	✓		Accessible parking spaces are 8' wide with adjacent 5' access aisle	
6- S	✓		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	✓		36" wide curb cuts (curb ramps) are provided close to parking	
8- B	✓		Route (sidewalk) from accessible parking to accessible building entrance is smooth, flat, and at least 36" wide (width:____)	
9- B	✓		<i>Entrance is level or</i> has exterior ramp with non-slip surface and minimum width of 36" between handrails (width:____)	
10- S	✓		Ramp has max. incline of 1:12 (length:____ rise:____ ratio:____) with no more than 30' between level landings, <b>or entrance is level</b>	
11- S	✓		34-38" handrails are on both sides of exterior ramp/ stairs, lower ramp railing is no higher than 4" above deck, <b>or entrance is level</b>	
12- B	✓		There is a 60"x 60" level platform at entry door (size:____) with space (~ 18") on pull side of door <b>or automatic door opener used</b>	
13- G	✓		Automatic door opener available, <b>or attended doorbell for assist</b>	
14- B	✓		Entrance door is 36" wide; threshold no more than beveled ½" high	
<b>GETTING AROUND THE CHURCH</b>				
15- B	✓		Signs in entrances/ halls direct visitors and help them locate rooms	
16- B	✓		Corridors are at least 36" wide and have non-glare floor surface	
17- B	✓		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	✓		Multi-level buildings provide access to all common/ most program areas via elevator, lift and/ or ramp(s), <b>or building is on one level</b>	
19- B	✓		Interior doorways have a minimum of 32" clearance and thresholds are level or are no more than ½" high and beveled	
20- S	✓		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	✓		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	✓		Fire alarm controls and extinguishers are no more than 48" (h:____) from floor; visual and auditory fire alarms are in place	
23- B	✓		At least one marked ADA unisex/ family restroom ( <b>or one stall in male &amp; female restrooms</b> ) 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	✓		27" sink clearance from floor (h:____), w/ easy to operate controls (lever style, automatic, etc.), hot water & drain pipes are covered	
25- B	✓		Soap dispenser and paper towels are mounted no higher than 48" (h:____) <b>or placed on counter for access</b>	
26- B	✓		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	✓		Drinking fountain is no higher than 36" with easy hand controls and wheelchair clearance, <u>or</u> paper cups are provided	
28- B	✓		Interior stairs/ ramps have handrails on both sides, <u>or</u> all one level	
29- S	✓		Top/bottom step edges & ramp level changes marked, <u>or</u> one level	
<b>SANCTUARY, CLASSROOMS, AND FELLOWSHIP AREA</b>				
30- B	✓		At least 1-2 level pew cuts/spaces for wheelchair users are available	
31- S	✓		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	✓		Chancel area and choir loft are accessible, e.g. with ramp or lift	
33- S	✓		Handrail(s) provided for steps to the chancel, <u>or</u> chancel is level	
34- B	✓		At least one aisle in each space is 36" wide or more (w: _____)	
35- B	✓		Fellowship - e.g. potlucks, coffee hour- is offered in accessible space	
36- B	✓		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		✓	1-2 sturdy chairs have armrests, seats ~18" from floor, & no wheels	No armrests
<b>COMMUNICATIONS AND ENVIRONMENT</b>				
38- S	✓		Members are sensitized about need to minimize use of fragrances	
39- G	✓		Soaps, cleaning products and other chemicals are fragrance free; candles are unscented and non-petroleum-based	
40- S	✓		Projected words (e.g. song lyrics) use large font and good contrast	
41- B			Large print bulletin, song lyrics, & scriptures provided <i>on request</i>	
42- S		✓	Braille <u>or</u> electronic documents provided <i>upon advanced request</i>	No Braille, yes to others
43- B	✓		Microphone used by all speakers or comments are repeated at mic.	
44- S	✓		Assisted listening system (FM and/or loop) & receivers are available	
45- G	✓		ASL sign language interpreter is provided <i>upon advanced request</i>	
46- S	✓		Print/ e-mailed copies of sermon provided <i>upon advanced request</i>	
47- G	✓		Captions are provided / turned on for videos and other media	
<b>ATTITUDES</b>				
48- B	✓		Accessibility measures and who to contact for questions described in bulletin, website, maps, Find-A-Church site, <u>and/or</u> signage	
49- B	✓		Pastor(s), ushers, greeters, and leaders have learned and practice appropriate disability etiquette and hospitality	
50- S	✓		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	✓		Disruptions are accepted and incorporated into worship	
52- B	✓		Qualified service animals (e.g. guide dogs) are welcome within the church building(s) including the sanctuary and fellowship hall	
53- B	✓		Congregation works to use inclusive, person-first language in worship, e.g. people are invited to "rise in body or in spirit"	
54- S	✓		Classes and programs are adapted <i>as needed</i> to facilitate active participation of children and adults with disabilities	
55- B		✓	Disability Awareness Sunday ¶1265.4 observed during past 1-2 years	None provided
56- S	✓		Gifts of persons with disabilities are identified and used in service, worship, and leadership roles, and to help to improve access	
57- B	✓		Needs of people on special diets are considered when food is offered, including gluten-free & alcohol-free communion elements	
58- S	✓		Transportation offered plus valet parking <u>or</u> parking lot assistance	
59- S		✓	"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
Signature of Trustees Chairperson: <i>Bernadette Maher</i>		Date <i>6-6-24</i>

Date Form Completed 6/4/2024 Charge Conference Date 6/30/2024

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

Form completed by Bernadette Maher, Contact information bunnymaher@comcast.net

Contact person for church Rev. Dr. Vicki Gordy-Stith Contact information vgordy-stith@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](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 (¶1653) 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**

**CHURCH/CHARGE:** Epworth United Methodist Church      **DISTRICT:** Dover, DE

The Safe Sanctuaries Policy of the Peninsula-Delaware Conference (PDC) 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	Yes	
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.	Y	
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.	Y	
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	

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

The Two-Adult Rule is observed at all times during church sponsored programs or events	Yes	
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

  
\_\_\_\_\_  
Chairperson of Trustees

6-20-24  
\_\_\_\_\_  
Date Submitted



# 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	<b>Church</b> Rehoboth Beach, DE	<b>Charge</b>
Dover	<b>District</b> Peninsula-Delaware	<b>Annual Conference</b>

For the period beginning 7/1/2023 and ending 6/30/2024  
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)?  Yes  No

b. Names of officers?

Chairperson <u>David Hagellin</u>	Vice Chairperson _____
Treasurer(s) <u>Robert Thoman</u>	Financial Secretary <u>Scott Button</u>

## 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?  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)?  Yes  No

If not, why not?

3. How frequently does the Financial Secretary/Treasurer send members and contributors regular reports of their giving?  
 Monthly  Quarterly  Semi-annually  Annually  No, we do not send reports

4. Is giving by individual participants in the local church regularly reviewed?  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)?  
 Pledge Campaign and Rental Income

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

If not, why not?

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

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 and M & T Bank

Morgan Stanley

United Methodist Foundation

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

If not, why not?

c. Are all accounts in the name of the church?  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.*)  Yes  No

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

Yes  No

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

If not, why not?

12. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance (¶258.4a, c)?  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?

An external audit is planned for June/July timeframe; arrangements pending.

c. Were there any recommendations or exceptions?  Yes  No

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

Signed David M. Hagelin

Printed Name: David Hagelin

Date: 6/3/2024

## Epworth United Methodist Church Operating Profit & Loss Budget vs. Actual July 2023 through May 2024

	Jul '23 - May 24	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>40100 · Operating Funds</b>			
<b>50 · Support Operations</b>			
40102 · General/Mortgage Fund	651,822.71	640,375.00	11,447.71
40103 · Loose Plate Funds	6,969.73	11,534.00	-4,564.27
40104 · Holiday Funds	1,979.00	7,210.00	-5,231.00
<b>40105 · Rent</b>			
40106 · Funeral Income	125.00	2,000.00	-1,875.00
40107 · Wedding Income	0.00	1,600.00	-1,600.00
40108 · Community Income	24,100.29	26,500.00	-2,399.71
40109 · Outreach Support Groups	2,804.00	3,694.00	-890.00
40110 · Other Rental Income	2,443.36	0.00	2,443.36
40161 · Boys & Girls Club	31,600.00	30,800.00	800.00
<b>Total 40105 · Rent</b>	61,072.65	64,594.00	-3,521.35
<b>40111 · Interest Income</b>			
40121 · Interest - CRN Sinking Fund	198.35	542.00	-343.65
40127 · Interest - Designated Invest	719.10	1,134.00	-414.90
40128 · Interest - Legacy Endowment	1,561.22	1,850.00	-288.78
40111 · Interest Income - Other	2,137.71	757.00	1,380.71
<b>Total 40111 · Interest Income</b>	4,616.38	4,283.00	333.38
<b>40129 · Special Giving for Operations</b>			
40114 · Missions Tithes	300.00	1,000.00	-700.00
40117 · Cemetery Tithes	0.00	5,000.00	-5,000.00
40124 · Personnel Support	14,373.99	11,500.00	2,873.99
40126 · Preschool Bldg Usage	2,250.00	2,750.00	-500.00
40130 · Legacy Tithes	9,730.07	10,500.00	-769.93
40131 · Preschool Tithe	0.00	3,500.00	-3,500.00
40132 · Events Pay	16,921.35	0.00	16,921.35
40162 · Facilities General	33,745.73	13,750.00	19,995.73
40300 · Finance Funds	3,124.00	7,350.00	-4,226.00
40301 · One Time Gifts	27,962.99	17,250.00	10,712.99
40325 · Fundraising Income	14,698.70	0.00	14,698.70
<b>Total 40129 · Special Giving for Operations</b>	123,106.83	72,600.00	50,506.83
<b>Total 50 · Support Operations</b>	849,567.30	800,596.00	48,971.30
<b>Total 40100 · Operating Funds</b>	849,567.30	800,596.00	48,971.30
<b>40200 · Program Funds</b>			
<b>10 · Inviting All</b>			
<b>40900 · Fellowship</b>			
40901 · Coffee-fellowship	604.59	275.00	329.59
40900 · Fellowship - Other	50.00		
<b>Total 40900 · Fellowship</b>	654.59	275.00	379.59
<b>40960 · Bus Ministry</b>	-130.00	0.00	-130.00
<b>Total 10 · Inviting All</b>	524.59	275.00	249.59
<b>20 · Finding Your Place</b>			
<b>40400 · Belongings</b>			
40410 · Name Tags	20.00	50.00	-30.00
<b>Total 40400 · Belongings</b>	20.00	50.00	-30.00
<b>40700 · Family Ministries</b>			
40702 · Vacation Bible School	323.00	0.00	323.00
40703 · Adult	274.00	138.00	136.00
40704 · Sunday School	105.00	0.00	105.00
<b>Total 40700 · Family Ministries</b>	702.00	138.00	564.00

## Epworth United Methodist Church

### Operating Profit & Loss Budget vs. Actual

July 2023 through May 2024

	Jul '23 - May 24	Budget	\$ Over Budget
Total 20 · Finding Your Place	722.00	188.00	534.00
30 · Demonstrating Care			
40950 · Demonstrating Care			
40603 · Flower Ministry	150.00	2,000.00	-1,850.00
40954 · Misc Income	7,606.25	0.00	7,606.25
Total 40950 · Demonstrating Care	7,756.25	2,000.00	5,756.25
Total 30 · Demonstrating Care	7,756.25	2,000.00	5,756.25
40 · Connecting to God			
40600 · Connecting To God	18,000.00	8,875.00	9,125.00
40 · Connecting to God - Other	50.00		
Total 40 · Connecting to God	18,050.00	8,875.00	9,175.00
Total 40200 · Program Funds	27,052.84	11,338.00	15,714.84
Total Income	876,620.14	811,934.00	64,686.14
Gross Profit	876,620.14	811,934.00	64,686.14
Expense			
50000 · Operating Expenses			
50.01 · Support Operations			
50110 · SPRC			
50111 · Senior Pastor			
50112 · Senior Pastor Wages	54,572.58	66,699.71	-12,127.13
50113 · SP CPP	4,003.13	3,817.92	185.21
50114 · SP Health Benefits	21,917.15	13,750.00	8,167.15
50116 · SP CRSP	8,487.86	8,384.75	103.11
50132 · SP Travel & Discretion	4,043.51	4,583.33	-539.82
56123 · SP Housing	18,000.00	22,000.00	-4,000.00
Total 50111 · Senior Pastor	111,024.23	119,235.71	-8,211.48
50117 · Pastor of Community & Communica			
50118 · Pastor of Community & Communica	32,330.16	38,297.81	-5,967.65
50119 · AP CPP	1,980.96	1,958.92	22.04
50121 · AP Housing	5,999.94	7,333.34	-1,333.40
50122 · AP CRSP	4,407.15	5,342.33	-935.18
50139 · AP Travel & Education	278.00	2,750.00	-2,472.00
Total 50117 · Pastor of Community & Communica	44,996.21	55,682.40	-10,686.19
50127 · SBA PPP Grant/ERC	-118,562.46	0.00	-118,562.46
50130 · Church Staff			
50131 · Church Staff Wages	208,264.66	231,151.61	-22,886.95
50133 · Payroll Tax Expense	22,363.40	25,715.46	-3,352.06
50134 · Employer 403(B) Match	498.26	2,285.23	-1,786.97
50135 · Staff Health Benefits	12,743.41	15,766.44	-3,023.03
50141 · Events Pay	13,650.00	0.00	13,650.00
Total 50130 · Church Staff	257,519.73	274,918.74	-17,399.01
Total 50110 · SPRC	294,977.71	449,836.85	-154,859.14
50150 · Facilities Combined			
50160 · Facilities			
50161 · Repairs & Maintenance	1,254.13	0.00	1,254.13
50162 · Utilities	57,149.52	61,500.00	-4,350.48
50163 · Custodial Supplies	16,520.88	16,500.00	20.88
50164 · Insurance	27,570.00	23,833.00	3,737.00
50165 · Cable, Internet & Phone	8,833.71	9,600.00	-766.29
50166 · Capital Building Expenses	10,651.35	14,000.00	-3,348.65
50167 · Capital Office Equipment	1,129.97	2,500.00	-1,370.03
50168 · Leased Equipment	45,517.18	47,850.00	-2,332.82
50169 · Administrative Costs	315.68	500.00	-184.32
50171 · Grounds Maintenance	20,862.31	18,025.00	2,837.31

## Epworth United Methodist Church

### Operating Profit & Loss Budget vs. Actual

July 2023 through May 2024

	Jul '23 - May 24	Budget	\$ Over Budget
50172 · Repairs - Bldg	19,032.66	9,200.00	9,832.66
50173 · Maintenance - Bldg	7,099.82	12,125.00	-5,025.18
50174 · Contract Labor	1,034.25	500.00	534.25
50176 · Snow Removal	1,836.00	5,075.00	-3,239.00
50181 · Security	163.50	500.00	-336.50
50182 · Technical Support	2,496.00	2,200.00	296.00
<b>Total 50160 · Facilities</b>	<b>221,466.96</b>	<b>223,908.00</b>	<b>-2,441.04</b>
50177 · Facilities - Kitchen			
50170 · Kitchen Supplies	787.10	150.00	637.10
50178 · Kitchen Equipment Repairs	8,766.12	2,000.00	6,766.12
50179 · Capital Improvements - Kitchen	4,079.44	5,000.00	-920.56
<b>Total 50177 · Facilities - Kitchen</b>	<b>13,632.66</b>	<b>7,150.00</b>	<b>6,482.66</b>
<b>Total 50150 · Facilities Combined</b>	<b>235,099.62</b>	<b>231,058.00</b>	<b>4,041.62</b>
50300 · Finance			
50125 · Staff Development	0.00	400.00	-400.00
50126 · Leadership Dev	739.42	0.00	739.42
50129 · Staff Appreciation	2,140.76	1,100.00	1,040.76
50136 · Contract Labor	1,919.26	0.00	1,919.26
50137 · Worker's Comp Insurance	4,963.00	3,075.00	1,888.00
50302 · Envelopes	0.00	325.00	-325.00
50304 · Banking Expense	9,331.17	9,900.00	-568.83
50306 · Administrative Costs	7,324.45	6,375.00	949.45
50310 · Copier Maintenance & Overages	452.75	300.00	152.75
50801 · Office Supplies	3,005.74	2,650.00	355.74
50802 · Printing	0.00	400.00	-400.00
50803 · Postage	2,175.13	1,100.00	1,075.13
66000 · Payroll Expenses	17,152.52	0.00	17,152.52
<b>Total 50300 · Finance</b>	<b>49,204.20</b>	<b>25,625.00</b>	<b>23,579.20</b>
50500 · Connectional Ministry Expenses			
50550 · Conference	74,298.12	66,513.00	7,785.12
50575 · District	2,887.96	4,070.00	-1,182.04
<b>Total 50500 · Connectional Ministry Expenses</b>	<b>77,186.08</b>	<b>70,583.00</b>	<b>6,603.08</b>
<b>Total 50.01 · Support Operations</b>	<b>656,467.61</b>	<b>777,102.85</b>	<b>-120,635.24</b>
<b>Total 50000 · Operating Expenses</b>	<b>656,467.61</b>	<b>777,102.85</b>	<b>-120,635.24</b>
50100 · Program Expenses			
10.01 · Inviting All			
50800 · Communications			
50804 · External Advertising	2,406.00	2,533.00	-127.00
50805 · Website Costs	2,484.59	1,025.00	1,459.59
50808 · Internal Communications	963.38	825.00	138.38
50809 · Computer Software	1,386.88	750.00	636.88
50810 · Special Advertising	270.00	0.00	270.00
50812 · Outside Services	227.50	0.00	227.50
<b>Total 50800 · Communications</b>	<b>7,738.35</b>	<b>5,133.00</b>	<b>2,605.35</b>
50900 · Fellowship			
50901 · Fellowship	56.10	275.00	-218.90
<b>Total 50900 · Fellowship</b>	<b>56.10</b>	<b>275.00</b>	<b>-218.90</b>
50960 · Bus Ministry	145.00	550.00	-405.00
51000 · Social Justice			
51103 · Special Events	500.00	500.00	0.00
<b>Total 51000 · Social Justice</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>
<b>Total 10.01 · Inviting All</b>	<b>8,439.45</b>	<b>6,458.00</b>	<b>1,981.45</b>



**Epworth United Methodist Church**  
**Operating Profit & Loss Budget vs. Actual**  
 July 2023 through May 2024

	Jul '23 - May 24	Budget	\$ Over Budget
<b>20.01 · Finding Your Place</b>			
<b>50400 · Belongings</b>			
50402 · Spiritual Gifts	1,100.00		
50409 · New Member Name Tags	250.00	0.00	250.00
<b>Total 50400 · Belongings</b>	1,350.00	0.00	1,350.00
<b>50690 · Family Ministries</b>			
<b>50700 · Childrens Ministries</b>			
50701 · Curriculum	224.95	800.00	-575.05
50702 · Supplies	4.99	200.00	-195.01
50707 · Vacation Bible School	446.48	500.00	-53.52
<b>Total 50700 · Childrens Ministries</b>	676.42	1,500.00	-823.58
50704 · Family Ministry Events	259.38	500.00	-240.62
50725 · Revolution Youth			
50731 · Special Events	355.23	0.00	355.23
<b>Total 50725 · Revolution Youth</b>	355.23	0.00	355.23
50750 · Adult Small Groups			
50751 · Curriculum/Book Study	325.12	0.00	325.12
50752 · Supplies and Resources	298.67	550.00	-251.33
50756 · Literature & Publications	304.35	550.00	-245.65
<b>Total 50750 · Adult Small Groups</b>	928.14	1,100.00	-171.86
50757 · Administrative Costs	1,205.45	1,100.00	105.45
<b>Total 50690 · Family Ministries</b>	3,424.62	4,200.00	-775.38
<b>Total 20.01 · Finding Your Place</b>	4,774.62	4,200.00	574.62
<b>30.01 · Demonstrating Care</b>			
<b>50950 · Care Ministries</b>			
50612 · Flower Ministry	3,100.00	3,575.00	-475.00
50952 · DVD Ministry	242.14	0.00	242.14
50953 · General Supplies	249.22	400.00	-150.78
50955 · Administrative Costs	649.75	1,100.00	-450.25
50958 · Funeral/Receptions	0.00	1,000.00	-1,000.00
50963 · Card Ministry	212.34	250.00	-37.66
50965 · Stephen Ministry	193.95	0.00	193.95
<b>Total 50950 · Care Ministries</b>	4,647.40	6,325.00	-1,677.60
<b>Total 30.01 · Demonstrating Care</b>	4,647.40	6,325.00	-1,677.60
<b>40.01 · Connecting to God</b>			
<b>50600 · Worship</b>			
50601 · Memberships/Licenses	909.00	1,040.00	-131.00
50604 · Worship Supplies	2,107.04	2,750.00	-642.96
50605 · Worship Design	0.00	300.00	-300.00
50606 · Contract Labor	7,800.00	8,250.00	-450.00
50609 · Administrative Costs	898.54	1,100.00	-201.46
<b>Total 50600 · Worship</b>	11,714.58	13,440.00	-1,725.42
<b>50615 · Sight &amp; Sound</b>			
50616 · Administrative Costs	142.22	275.00	-132.78
50617 · Capital Equipment	0.00	1,000.00	-1,000.00
50619 · Contract Labor	125.00	0.00	125.00
<b>Total 50615 · Sight &amp; Sound</b>	267.22	1,275.00	-1,007.78
<b>50625 · Music Ministry</b>			
50602 · Printed Music	0.00	330.00	-330.00
50603 · Music Equipment	0.00	1,000.00	-1,000.00
50607 · Special Events	3,300.00	2,500.00	800.00

9:08 AM  
 05/31/24  
 Cash Basis

**Epworth United Methodist Church**  
**Operating Profit & Loss Budget vs. Actual**  
 July 2023 through May 2024

	<u>Jul '23 - May 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 50625 · Music Ministry	3,300.00	3,830.00	-530.00
Total 40.01 · Connecting to God	15,281.80	18,545.00	-3,263.20
Total 50100 · Program Expenses	33,143.27	35,528.00	-2,384.73
70000 · Mortgage & CRN			
50355 · Roof Loan Interest	6,997.85	7,320.00	-322.15
87000 · Interest Expense - CRN Notes	1,462.50	2,200.00	-737.50
Total 70000 · Mortgage & CRN	8,460.35	9,520.00	-1,059.65
Total Expense	698,071.23	822,150.85	-124,079.62
Net Ordinary Income	178,548.91	-10,216.85	188,765.76
Net Income	<u>178,548.91</u>	<u>-10,216.85</u>	<u>188,765.76</u>

## Epworth United Methodist Church

## Balance Sheet

As of May 31, 2024

06/04/24

Accrual Basis

	May 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Operating Bank Accounts	
10100 · General Fund - Fulton Bank	75,567.34
10110 · Savings - Fulton Bank	17,258.59
10112 · Designated - Money Mkt	49.14
10113 · Designated - Investment	65,912.06
10118 · Reserve - Bldg - Money Mkt	16,195.36
10119 · Reserve - Bldg - Investment	49,129.32
10125 · M & T Bank CD	50,000.00
10126 · Money Mkt	69,594.28
10621 · New - Payroll -Fulton Bank	-0.70
10623 · Escrow	23,467.43
10624 · Venmo	867.35
10625 · Food Ministries - Checking	30,701.86
<b>Total 10000 · Operating Bank Accounts</b>	<b>398,742.03</b>
10220 · Epworth Legacy Endowment	
10223 · Vanguard - MM	8,832.83
10224 · Vanguard - FTSE Social Index	206,047.01
10220 · Epworth Legacy Endowment - Other	4,397.24
<b>Total 10220 · Epworth Legacy Endowment</b>	<b>219,277.08</b>
10300 · CRN Sinking Investment	
10310 · CRN - MM	158.38
10320 · CRN - Investment	15,213.32
<b>Total 10300 · CRN Sinking Investment</b>	<b>15,371.70</b>
10375 · Cemetery Operating	
10401 · Operating Checking	65,933.70
10403 · Operating Money Mkt	65,835.13
<b>Total 10375 · Cemetery Operating</b>	<b>131,768.83</b>
10409 · Cemetery Perpetual Care	
10405 · United Methodist Foundation	4,915.52
10407 · Epworth CRN Investment	100,000.00
10410 · Morgan Stanley Investment	
10424 · Capital Reserve	
10420 · Advisory # 854	113,267.03
10422 · Advisory - MM	2,803.96
<b>Total 10424 · Capital Reserve</b>	<b>116,070.99</b>
10426 · LT Investment Account	
10421 · Index # 655	399,773.70
10423 · Index - MM	8,353.30
<b>Total 10426 · LT Investment Account</b>	<b>408,127.00</b>
<b>Total 10410 · Morgan Stanley Investment</b>	<b>524,197.99</b>
<b>Total 10409 · Cemetery Perpetual Care</b>	<b>629,113.51</b>
10616 · Preschool Operating	55,182.21
10619 · Preschool Money Market	70,440.74
<b>Total Checking/Savings</b>	<b>1,519,896.10</b>
<b>Accounts Receivable</b>	
12000 · Accounts Receivable	7,325.00
<b>Total Accounts Receivable</b>	<b>7,325.00</b>
<b>Other Current Assets</b>	
10650 · Petty Cash for Events	55.00

## Epworth United Methodist Church

## Balance Sheet

As of May 31, 2024

06/04/24

Accrual Basis

	May 31, 24
Total Other Current Assets	55.00
<b>Total Current Assets</b>	<b>1,527,276.10</b>
<b>Fixed Assets</b>	
15000 · Church & Property	
15001 · Building Cost	9,360,854.00
15002 · Furniture	179,990.00
15003 · Equipment	437,351.00
15004 · Land	229,717.56
15010 · A/D - Church & Property	-1,266,653.00
<b>Total 15000 · Church &amp; Property</b>	<b>8,941,259.56</b>
15200 · Parsonage Property	-400,396.07
15500 · Other Property	
15501 · Cemetery Columbarium	204,349.44
<b>Total 15500 · Other Property</b>	<b>204,349.44</b>
<b>Total Fixed Assets</b>	<b>8,745,212.93</b>
<b>Other Assets</b>	
1500 · Prepaid Delmarva Power	6,660.00
<b>Total Other Assets</b>	<b>6,660.00</b>
<b>TOTAL ASSETS</b>	<b>10,279,149.03</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
20000 · Accounts Payable	35,386.29
<b>Total Accounts Payable</b>	<b>35,386.29</b>
Other Current Liabilities	
20005 · Payroll Liabilities	3.05
<b>Total Other Current Liabilities</b>	<b>3.05</b>
<b>Total Current Liabilities</b>	<b>35,389.34</b>
<b>Long Term Liabilities</b>	
22000 · Fund Balances	
32500 · Missions - Designated	
32550 · General Missions	11,348.86
32700 · Christmas Joy 365	17,860.81
<b>Total 32500 · Missions - Designated</b>	<b>29,209.67</b>
32625 · Support - Designated	
32401 · Wings	1,025.70
32575 · Men's Ministry	3,889.73
32803 · Coffee Ministries	317.67
32806 · Memorials	410.00
32808 · Designated Funds	37,666.23
32809 · Green Team	518.86
32810 · Reconciling Ministries	-36.98
32815 · Bus Ministry	182.07
32816 · Skatepark	1,083.29
32817 · Youth Group	5,298.29
32960 · Outreach Ministries	-265.44
<b>Total 32625 · Support - Designated</b>	<b>50,089.42</b>
32900 · Inviting All - Designated	

## Epworth United Methodist Church

06/04/24

## Balance Sheet

Accrual Basis

As of May 31, 2024

	<u>May 31, 24</u>
32400 · ISOP	3,381.42
32402 · Food Rescue	4,051.24
32662 · Food & Love	100.00
32805 · Food Ministries	31,814.47
<b>Total 32900 · Inviting All - Designated</b>	<b>39,347.13</b>
<b>Total 22000 · Fund Balances</b>	<b>118,646.22</b>
22350 · Capital Revenue Notes	
22290 · CRN - Cemetery	100,000.00
22300 · CRN - 1 year or more	35,000.00
<b>Total 22350 · Capital Revenue Notes</b>	<b>135,000.00</b>
22505 · Fulton Bank - Roof Loan	152,188.14
<b>Total Long Term Liabilities</b>	<b>405,834.36</b>
<b>Total Liabilities</b>	<b>441,223.70</b>
<b>Equity</b>	
38400 · Gain/(Loss) Unrealized-Cemetery	210,896.62
38500 · Gain/(Loss) Unrealized-Church	83,058.60
38550 · Gain/(Loss) Unrealized - Legacy	91,280.55
38600 · Gain/(Loss) Unrealized-CRN Sink	26,846.81
38700 · Transfers Between Accounts	1,424,778.79
38750 · Opening Balance Equity	7,343,665.67
38999 · Unrestricted Fund Equity	306,125.72
Net Income	351,272.57
<b>Total Equity</b>	<b>9,837,925.33</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>10,279,149.03</b>

## Epworth United Methodist Church Profit & Loss Budget Overview July 2024 through June 2025

	Jul '24 - Jun 25
Ordinary Income/Expense	
Income	
40100 · Operating Funds	
50 · Support Operations	
40102 · General/Mortgage Fund	744,000.00
40104 · Holiday and Loose Plate Funds	9,600.00
40105 · Rent	
40106 · Funeral Income	1,200.00
40107 · Wedding Income	600.00
40108 · Community Income	31,800.00
40109 · Outreach Support Groups	3,600.00
40110 · Other Rental Income	2,580.00
40161 · Boys & Girls Club	33,600.00
Total 40105 · Rent	73,380.00
40111 · Interest Income	
40121 · Interest - CRN Sinking Fund	600.00
40127 · Interest - Designated Invest	1,200.00
40128 · Interest - Legacy Endowment	2,700.00
40111 · Interest Income - Other	2,400.00
Total 40111 · Interest Income	6,900.00
40129 · Special Giving for Operations	
40114 · Missions Tithes	900.00
40116 · Misc Tithes	0.00
40117 · Cemetery Tithes	5,100.00
40122 · Staff Christmas Gift	2,500.00
40124 · Personnel Support	8,100.00
40126 · Preschool Bldg Usage	12,600.00
40130 · Legacy Tithes	10,500.00
40131 · Preschool Tithe	3,600.00
40132 · Events Pay	15,600.00
40162 · Facilities General	12,000.00
40300 · Finance Funds	3,300.00
40301 · One Time Gifts	24,000.00
40325 · Fundraising Income	30,000.00
40334 · SkatePark Usage	300.00
40444 · Cemetery Services	1,200.00
40999 · Misc. Income	1,200.00
Total 40129 · Special Giving for Operations	130,900.00
Total 50 · Support Operations	964,780.00
Total 40100 · Operating Funds	964,780.00
40200 · Program Funds	
10 · Inviting All	
40960 · Bus Ministry	0.00
41000 · Social Justice Funds	0.00
Total 10 · Inviting All	0.00
20 · Finding Your Place	
40400 · Belongings	
40420 · Meals	0.00
Total 40400 · Belongings	0.00
40700 · Family Ministries	
40701 · Revolution Youth	0.00

## Epworth United Methodist Church Profit & Loss Budget Overview July 2024 through June 2025

	Jul '24 - Jun 25
40702 • Vacation Bible School	480.00
40703 • Adult	300.00
40704 • Sunday School	300.00
<b>Total 40700 • Family Ministries</b>	<b>1,080.00</b>
<b>Total 20 • Finding Your Place</b>	<b>1,080.00</b>
<b>30 • Demonstrating Care</b>	
40950 • Demonstrating Care	
40603 • Flower Ministry	2,100.00
40951 • Clown Ministries	0.00
40952 • College Ministries	0.00
40954 • Misc Income	0.00
40957 • Funerals/Receptions	0.00
<b>Total 40950 • Demonstrating Care</b>	<b>2,100.00</b>
<b>Total 30 • Demonstrating Care</b>	<b>2,100.00</b>
<b>40 • Connecting to God</b>	
40600 • Connecting To God	18,000.00
<b>Total 40 • Connecting to God</b>	<b>18,000.00</b>
<b>Total 40200 • Program Funds</b>	<b>21,180.00</b>
<b>Total Income</b>	<b>985,960.00</b>
<b>Gross Profit</b>	<b>985,960.00</b>
<b>Expense</b>	
50000 • Operating Expenses	
50.01 • Support Operations	
50110 • SPRC	
50111 • Senior Pastor	
50112 • Senior Pastor Wages	74,946.12
50113 • SP CPP	4,686.60
50114 • SP Health Benefits	23,784.00
50116 • SP CRSP	9,180.00
50132 • SP Travel & Discretion	4,998.00
56122 • SP Social Security Allowance	7,569.36
56123 • SP Housing	24,000.00
<b>Total 50111 • Senior Pastor</b>	<b>149,164.08</b>
50117 • Pastor of Community & Communica	
50118 • Pastor of Community & Communica	45,000.00
50119 • AP CPP	2,510.40
50121 • AP Housing	8,004.00
50122 • AP CRSP	6,846.48
50139 • AP Travel & Education	3,000.00
56121 • AP Social Security Allowance	4,054.44
<b>Total 50117 • Pastor of Community &amp; Communica</b>	<b>69,415.32</b>
50130 • Church Staff	
50131 • Church Staff Wages	232,488.00
50133 • Payroll Tax Expense	19,620.00
50134 • Employer 403(B) Match	3,000.00
50135 • Staff Health Benefits	15,000.00
50141 • Events Pay	15,600.00
<b>Total 50130 • Church Staff</b>	<b>285,708.00</b>
<b>Total 50110 • SPRC</b>	<b>504,287.40</b>

## Epworth United Methodist Church Profit & Loss Budget Overview July 2024 through June 2025

	Jul '24 - Jun 25
<b>50150 • Facilities Combined</b>	
<b>50160 • Facilities</b>	
50161 • Repairs & Maintenance	1,800.00
50162 • Utilities	60,996.00
50163 • Custodial Supplies	15,600.00
50164 • Insurance	28,200.00
50165 • Cable, Internet & Phone	10,080.00
50166 • Capital Building Expenses	23,040.00
50167 • Capital Office Equipment	2,700.00
50168 • Leased Equipment	48,000.00
50169 • Administrative Costs	600.00
50171 • Grounds Maintenance	22,500.00
50172 • Repairs - Bldg	8,400.00
50173 • Maintenance - Bldg	8,400.00
50174 • Contract Labor	600.00
50176 • Snow Removal	4,500.00
50181 • Security	600.00
50182 • Technical Support	2,400.00
<b>Total 50160 • Facilities</b>	238,416.00
<b>50177 • Facilities - Kitchen</b>	
50170 • Kitchen Supplies	3,900.00
50178 • Kitchen Equipment Repairs	10,800.00
50179 • Capital Improvements - Kitchen	4,800.00
<b>Total 50177 • Facilities - Kitchen</b>	19,500.00
<b>Total 50150 • Facilities Combined</b>	257,916.00
<b>50300 • Finance</b>	
50125 • Staff Development	600.00
50126 • Leadership Dev	600.00
50128 • Travel	0.00
50129 • Staff Appreciation	2,400.00
50136 • Contract Labor	1,200.00
50137 • Worker's Comp Insurance	6,000.00
50302 • Envelopes	600.00
50304 • Banking Expense	10,800.00
50305 • Accounting Services	8,100.00
50306 • Administrative Costs	2,160.00
50308 • Stewardship	0.00
50310 • Copier Maintenance & Overages	600.00
50555 • Source Collaborative	15,000.00
50801 • Office Supplies	3,000.00
50802 • Printing	0.00
50803 • Postage	2,460.00
50999 • Fund Raising Expenses	8,100.00
66000 • Payroll Expenses	0.00
<b>Total 50300 • Finance</b>	61,620.00
<b>50500 • Connectional Ministry Expenses</b>	
50550 • Conference	86,400.00
50575 • District	4,440.00
<b>Total 50500 • Connectional Ministry Expenses</b>	90,840.00
<b>Total 50.01 • Support Operations</b>	914,663.40
<b>Total 50000 • Operating Expenses</b>	914,663.40



## Epworth United Methodist Church Profit & Loss Budget Overview July 2024 through June 2025

	Jul '24 - Jun 25
<b>50100 · Program Expenses</b>	
<b>10.01 · Inviting All</b>	
<b>50800 · Communications</b>	
50804 · External Advertising	2,700.00
50805 · Website Costs	3,000.00
50808 · Internal Communications	0.00
50809 · Computer Software	2,400.00
50810 · Special Advertising	300.00
50812 · Outside Services	300.00
	8,700.00
<b>Total 50800 · Communications</b>	8,700.00
<b>50900 · Fellowship</b>	
50901 · Fellowship	0.00
	0.00
<b>Total 50900 · Fellowship</b>	0.00
<b>50960 · Bus Ministry</b>	0.00
<b>51000 · Social Justice</b>	
51100 · Advertising	0.00
51102 · Film Series	0.00
51103 · Special Events	0.00
51104 · Administrative Costs	0.00
	0.00
<b>Total 51000 · Social Justice</b>	0.00
<b>Total 10.01 · Inviting All</b>	8,700.00
<b>20.01 · Finding Your Place</b>	
<b>50400 · Belongings</b>	
50455 · First Time Visitors Gifts	0.00
50468 · Belongings Supplies	0.00
	0.00
<b>Total 50400 · Belongings</b>	0.00
<b>50690 · Family Ministries</b>	
<b>50700 · Childrens Ministries</b>	
50701 · Curriculum	600.00
50702 · Supplies	0.00
50707 · Vacation Bible School	1,200.00
	1,800.00
<b>Total 50700 · Childrens Ministries</b>	1,800.00
50704 · Family Ministry Events	0.00
<b>50725 · Revolution Youth</b>	
50727 · Learning Materials	600.00
50728 · Transportation, mileage & gas	0.00
50729 · Youth Room Supplies	600.00
50731 · Special Events	0.00
	1,200.00
<b>Total 50725 · Revolution Youth</b>	1,200.00
<b>50750 · Adult Small Groups</b>	
50751 · Curriculum/Book Study	600.00
50752 · Supplies and Resources	600.00
50756 · Literature & Publications	600.00
	1,800.00
<b>Total 50750 · Adult Small Groups</b>	1,800.00
50757 · Administrative Costs	0.00
50690 · Family Ministries - Other	0.00
	0.00
<b>Total 50690 · Family Ministries</b>	4,800.00
<b>Total 20.01 · Finding Your Place</b>	4,800.00

## Epworth United Methodist Church

### Profit & Loss Budget Overview

July 2024 through June 2025

	Jul '24 - Jun 25
<b>30.01 • Demonstrating Care</b>	
<b>50950 • Care Ministries</b>	
50612 • Flower Ministry	3,900.00
50952 • DVD Ministry	600.00
50953 • General Supplies	600.00
50955 • Administrative Costs	1,200.00
50958 • Funeral/Receptions	0.00
50963 • Card Ministry	300.00
50965 • Stephen Ministry	600.00
50966 • Leashes of Love Pet Ministry	0.00
<b>Total 50950 • Care Ministries</b>	7,200.00
<b>Total 30.01 • Demonstrating Care</b>	7,200.00
<b>40.01 • Connecting to God</b>	
<b>50600 • Worship</b>	
50601 • Memberships/Licenses	1,200.00
50604 • Worship Supplies	2,700.00
50605 • Worship Design	0.00
50606 • Contract Labor	8,220.00
50609 • Administrative Costs	1,200.00
<b>Total 50600 • Worship</b>	13,320.00
<b>50615 • Sight &amp; Sound</b>	
50616 • Administrative Costs	360.00
50617 • Capital Equipment	0.00
50618 • Software	0.00
50619 • Contract Labor	0.00
<b>Total 50615 • Sight &amp; Sound</b>	360.00
<b>50625 • Music Ministry</b>	
50602 • Printed Music	0.00
50603 • Music Equipment	0.00
50607 • Special Events	4,200.00
<b>Total 50625 • Music Ministry</b>	4,200.00
<b>Total 40.01 • Connecting to God</b>	17,880.00
<b>Total 50100 • Program Expenses</b>	38,580.00
<b>70000 • Mortgage &amp; CRN</b>	
50351 • Mortgage Principal Reduction	0.00
50352 • Mortgage Interest Expense	0.00
50355 • Roof Loan Interest	8,100.00
50356 • Roof Principal	22,800.00
87000 • Interest Expense - CRN Notes	1,800.00
<b>Total 70000 • Mortgage &amp; CRN</b>	32,700.00
<b>Total Expense</b>	985,943.40
<b>Net Ordinary Income</b>	16.60
<b>Other Income/Expense</b>	
<b>Other Income</b>	
7500 • Capital Campaign - In	0.00
<b>Total Other Income</b>	0.00

**Epworth United Methodist Church**  
**Profit & Loss Budget Overview**  
July 2024 through June 2025

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	Jul '24 - Jun 25
Other Expense	
7600 - Capital Campaign - Out	0.00
Total Other Expense	0.00
Net Other Income	0.00
Net Income	<b>16.60</b>

**INTERACTIVE WORKSHEET FOR THE  
2024 CLERGY COMPENSATION AND OTHER BENEFITS FORM**

*(Due prior to November 1, 2023)*

**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:** Rehoboth Beach, DE  
Enter the **Effective Date:** 7/1/2024

**Step 3** Enter the Approved Cash Compensation for 2024 as follows:

<b>CASH SALARY</b>	<b>Include:</b> 1. Cash salary approved at charge conference,
Enter total here: <u>74,946</u>	2. Before Tax Salary Reduction paid to GBOPHB or other institutions
(Line 1, Column 2024 on Form will be populated)	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

<b>FURNITURE ALLOWANCE</b>	<b>Include:</b> Pre-tax dollars for furniture or for any parsonage-related expenses not paid by the church.
Enter total here: <u>          </u>	(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.)
(Line 2, Column 2024 on Form will be populated)	

<b>OTHER CASH ALLOWANCE</b>	<b>Include:</b> 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 2024 on Form will be populated)	

<b>SOCIAL SECURITY ALLOWANCE</b>	<b>Include:</b> An Allowance PAID DIRECTLY TO THE PASTOR to assist in payment of taxes. This Allowance is considered taxable. An SSA is a recommendation.
Enter total here: <u>7,569</u>	Use church recommendation: <u>0</u>
Enter appropriate highlighted number from the instruction box to the right	OR use 1 of the following calculations:
(Line 4, Column 2024 on Form will be populated)	with parsonage: <u>7924</u>
	with housing, Enter Housing Allowance below first: <u>8196</u>

<b>BASE COMPENSATION</b>	<b>(Total of Lines 1, 2, 3 and 4)</b>
Sub-Total: <u>82,516</u>	Base Compensation must be at Minimum Salary or above, see link for chart
(Line 5, Column 2024 on Form will be populated)	<a href="#">Click here for Minimum Salary Guidelines</a>

<b>HOUSING ALLOWANCE</b>	Include only if parsonage is NOT provided.
Enter total here: <u>24,000</u>	Housing Allowance Q&A and sample resolutions, see link below
(Line 6, Column 2024 on Form will be populated)	<a href="http://http://s3.amazonaws.com/Website_GCFA/services/legal/HousingAllowanceQAs.pdf">http://http://s3.amazonaws.com/Website_GCFA/services/legal/HousingAllowanceQAs.pdf</a>

<b>TOTAL COMPENSATION</b>	<b>(Total of Lines 5 and 6)</b>
Grand Total: <u>106,516</u>	
(Line 7, Column 2024 on Form will be populated)	

**Step 4: Answer these questions carefully**

A.	ARE YOU PROVIDED A PARSONAGE?	<u>Yes</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>No</u>	If yes, amt? <u>          </u>
E.	ARE YOU EXPECTING TO RECEIVE EQUITABLE COMPENSATION?	<u>76</u>	No <u>          </u> If yes, amt? <u>          </u>

**OTHER BENEFITS**

<b>Step 5: CRSP FOR 2024:</b>	<u>Clergy Retirement Security Plan - Pension Plan paid by Charge</u>	
Enter CRSP here: <input style="width: 100px;" type="text" value="9,147"/>	When parsonage is provided, multiply line 7 by .15	<input style="width: 100px;" type="text" value="9147.00"/>
(CRSP will populate 2024 line 8)	When parsonage is NOT provided, multiply line 7 by .12	
Supply or Retired or Waived? <input type="text" value="Type yes"/>	(Maximum contribution for 2024 is \$9,395.04)	

<b>Step 6: CPP FOR 2024:</b>	<u>Comprehensive Protection Plan - Death &amp; Disability Plan paid by the Charge (Part-time Local Pastors not eligible for CPP)</u>	
Enter CPP here: <input style="width: 100px;" type="text" value="4,687"/>	When parsonage is provided, multiply line 7 by .055	<input style="width: 100px;" type="text" value="4,686.69"/>
(CPP will populate 2024 line 9 on the Form)	When parsonage is NOT provided, multiply line 7 by .044	
Part-time LP or Retired? <input type="text" value="No"/>	(Maximum CPP contribution for 2024 is \$6,889.70)	
Less than 3/4 time FE or PE? <input type="text" value="No"/>		

<b>Step 7: TRAVEL</b>	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: <input style="width: 100px;" type="text" value="2,500"/>	
(Travel will populate 2024 line 10 on the Form)	

<b>Step 8: CONTINUING EDUCATION</b>	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: <input style="width: 100px;" type="text" value="2,500"/>	
(Cont. Ed. will populate 2024 line 11 on the Form)	

<b>Step 9: HEALTH/DENTAL COVERAGE</b>	Full member - \$22,464 Provisional/Associate/Full-time Local Pastor - \$21,072
Enter H/D here: <input style="width: 100px;" type="text" value="22,464"/>	
(Health/Dental will populate 2024 line 12 on the Form)	

<b>Step 10: LIFE INSURANCE</b>	Include If paid by church if withheld from Pastor's salary- leave blank
Enter here: <input style="width: 100px;" type="text" value="1,320"/>	
(Life Ins will populate 2024 line 13 on the Form)	

**Step 11: If more than one church is on the charge, please list the church names and the breakdown for 2024**

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

	Type Name Church 1	Type Name Church 2	Type Name Church 3	Type Name Church 4	Match last column	Totals from Page 1
2024 Cash Salary					0	74,946
2024 Furniture Allowance					0	0
2024 Other Cash Allowances					0	0
2024 Social Security Allowance					0	7,569
Total Base Compensation	0	0	0	0	0	82,516
2024 Housing Allowance, if applicable					0	24,000
Total Compensation	0	0	0	0	0	106,516

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

2023 Cash Salary	<input style="width: 100px;" type="text" value="72,763"/>
2023 Furniture Allowance	<input style="width: 100px;" type="text"/>
2023 Other Cash Allowances	<input style="width: 100px;" type="text"/>
2023 Social Security Allowance	<input style="width: 100px;" type="text"/>
2023 Housing Allowance, if applicable	<input style="width: 100px;" type="text"/>

**2024 PASTOR'S COMPENSATION AND OTHER BENEFITS**

Effective Date :

7/1/2024

Vicki Gordy-Stith

Rehoboth Beach, DE

Pastor's Name

Charge Name

	ACTUAL CASH COMPENSATION 2023	APPROVED CASH COMPENSATION 2024	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	72763.32	74,946	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	5566	7569	0	0	0	0
5 BASE COMPENSATION (add lines 1-4)	78329.32	82515.61	0	0	0	0
6 HOUSING ALLOWANCE - include only if parsonage is not provided	24000	24000	0	0	0	0
7 TOTAL COMPENSATION (add lines 5-6)	102329.32	106515.61	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?

E. ARE YOU EXPECTING TO RECEIVE EQUITABLE COMPENSATION?

**OTHER BENEFITS**

8 PENSION CRSP FOR 2024	9,147	Maximum \$9395.04 for 2024
9 PENSION CPP FOR 2024	4,687	Maximum \$6889.70 for 2024
10 TRAVEL	2,500	Use 2024 IRS Rate (2023 Rate is 62.5¢ per mile)
11 CONTINUING EDUCATION	2,500	Recommended Minimum \$800
12 HEALTH & DENTAL COVERAGE	22,464	Full Member-\$22,464 Provisional/Associate/Full-Time Local-\$21,072
13 LIFE INSURANCE	1,320	If Paid by Church

[\(Click here to go back to worksheet to edit\)](#)

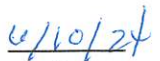


Pastor



Chairperson, Staff Parish Relations  
or

District Superintendent



Date

Note: Return this page and "Contribution Schedule" to the Peninsula-Delaware Conference,  
139 N. State Street, Dover DE 19901 No later than November 1, 2023

**INTERACTIVE WORKSHEET FOR THE  
2024 CLERGY COMPENSATION AND OTHER BENEFITS FORM**

*(Due prior to November 1, 2023)*

**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 (Bo) Gordy-Stith Enter **Charge name:** Rehoboth Beach, DE

Enter the **Effective Date:** 7/1/2024

**Step 3** Enter the Approved Cash Compensation for 2024 as follows:

<b>CASH SALARY</b>	<b>Include:</b> 1. Cash salary approved at charge conference,
Enter total here: <u>45,000</u>	2. Before Tax Salary Reduction paid to GBOPHB or other institutions
(Line 1, Column 2024 on Form will be populated)	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

<b>FURNITURE ALLOWANCE</b>	<b>Include:</b> Pre-tax dollars for furniture or for any parsonage-related expenses not paid by the church.
Enter total here: <u>          </u>	(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.)
(Line 2, Column 2024 on Form will be populated)	

<b>OTHER CASH ALLOWANCE</b>	<b>Include:</b> 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 2024 on Form will be populated)	

<b>SOCIAL SECURITY ALLOWANCE</b>	<b>Include:</b> An Allowance PAID DIRECTLY TO THE PASTOR to assist in payment of taxes. This Allowance is considered taxable. An SSA is a recommendation.
Enter total here: <u>4,055</u>	Use church recommendation: <u>0</u>
Enter appropriate highlighted number from the instruction box to the right	OR use 1 of the following calculations:
(Line 4, Column 2024 on Form will be populated)	with parsonage: <u>4758</u>
	with housing, Enter Housing Allowance below first: <u>4390</u>

<b>BASE COMPENSATION</b>	<b>(Total of Lines 1, 2, 3 and 4)</b>
Sub-Total: <u>49,055</u>	Base Compensation must be at
(Line 5, Column 2024 on Form will be populated)	Minimum Salary or above, see link for chart
	<a href="#">Click here for Minimum Salary Guidelines</a>

<b>HOUSING ALLOWANCE</b>	Include only if parsonage is NOT provided.
Enter total here: <u>8,000</u>	Housing Allowance Q&A and sample resolutions, see link below
(Line 6, Column 2024 on Form will be populated)	<a href="http://s3.amazonaws.com/Website_GCFA/services/legal/HousingAllowanceQAs.pdf">http://s3.amazonaws.com/Website_GCFA/services/legal/HousingAllowanceQAs.pdf</a>

<b>TOTAL COMPENSATION</b>	<b>(Total of Lines 5 and 6)</b>
Grand Total: <u>57,055</u>	
(Line 7, Column 2024 on Form will be populated)	

**Step 4: Answer these questions carefully**

A.	ARE YOU PROVIDED A PARSONAGE?	<u>Yes</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>No</u>	If yes, amt? <u>          </u>
E.	ARE YOU EXPECTING TO RECEIVE EQUITABLE COMPENSATION?	<u>79</u>	No <u>          </u> If yes, amt? <u>          </u>

**OTHER BENEFITS**

<b>Step 5: CRSP FOR 2024:</b>	<b>Clergy Retirement Security Plan - Pension Plan paid by Charge</b>		
Enter CRSP here: <input style="width: 50px;" type="text" value="6,847"/>	When parsonage is provided, multiply line 7 by .15		6846.54
(CRSP will populate 2024 line 8)	When parsonage is NOT provided, multiply line 7 by .12		
Supply or Retired or Waived? <input type="text" value="Type yes"/>	(Maximum contribution for 2024 is \$9,395.04)		

<b>Step 6: CPP FOR 2024:</b>	<b>Comprehensive Protection Plan - Death &amp; Disability Plan paid by the Charge (Part-time Local Pastors not eligible for CPP)</b>		
Enter CPP here: <input style="width: 50px;" type="text" value="2,510"/>	When parsonage is provided, multiply line 7 by .055		2,510.40
(CPP will populate 2024 line 9 on the Form)	When parsonage is NOT provided, multiply line 7 by .044		
Part-time LP or Retired? <input type="text" value="No"/>	(Maximum CPP contribution for 2024 is \$6,889.70)		
Less than 3/4 time FE or PE? <input type="text" value="No"/>			

<b>Step 7: TRAVEL</b>	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: <input style="width: 50px;" type="text" value="500"/>			
(Travel will populate 2024 line 10 on the Form)			

<b>Step 8: CONTINUING EDUCATION</b>	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: <input style="width: 50px;" type="text" value="2,500"/>			
(Cont. Ed. will populate 2024 line 11 on the Form)			

<b>Step 9: HEALTH/DENTAL COVERAGE</b>	Full member - \$22,464 Provisional/Associate/Full-time Local Pastor - \$21,072		
Enter H/D here: <input style="width: 50px;" type="text"/>			
(Health/Dental will populate 2024 line 12 on the Form)			

<b>Step 10: LIFE INSURANCE</b>	Include if paid by church if withheld from Pastor's salary- leave blank		
Enter here: <input style="width: 50px;" type="text"/>			
(Life Ins will populate 2024 line 13 on the Form)			

**Step 11: If more than one church is on the charge, please list the church names and the breakdown for 2024**

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

Type Name	Type Name	Type Name	Type Name	Match last column	Totals from Page 1
Church 1	Church 2	Church 3	Church 4		
2024 Cash Salary				0	45,000
2024 Furniture Allowance				0	0
2024 Other Cash Allowances				0	0
2024 Social Security Allowance				0	4,055
Total Base Compensation	0	0	0	0	49,055
2024 Housing Allowance, if applicable				0	8,000
Total Compensation	0	0	0	0	57,055

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

2023 Cash Salary	45,000
2023 Furniture Allowance	
2023 Other Cash Allowances	
2023 Social Security Allowance	
2023 Housing Allowance, if applicable	



**2024 PASTOR'S COMPENSATION AND OTHER BENEFITS**

Effective Date :

7/1/2024

Patrick (Bo) Gordy-Stith

Rehoboth Beach, DE

Pastor's Name

Charge Name

	ACTUAL CASH COMPENSATION 2023	APPROVED CASH COMPENSATION 2024	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	45000	45,000	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	3196	4055	0	0	0	0
5 BASE COMPENSATION (add lines 1-4)	44975	49054.5	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)	52975	57054.5	0	0	0	0

[\(Click here to go back to worksheet to edit\)](#)

The following questions require answers:

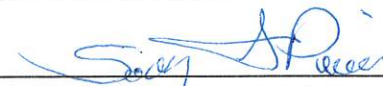
- A. ARE YOU PROVIDED A PARSONAGE?  (Indicate Yes if one is available, unless Housing Allowance is provided)
- B. ARE YOU PROVIDED AN ACCOUNTABLE REIMBURSEMENT PLAN?   do not include in lines 1-10
- C. ARE YOU PARTICIPATING IN UMPIP (United Methodist Personal Investment Plan)?
- (A "Contribution Election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

**OTHER BENEFITS**

8 PENSION CRSP FOR 2024	6,847	Maximum \$9395.04 for 2024
9 PENSION CPP FOR 2024	2,510	Maximum \$6889.70 for 2024
10 TRAVEL	500	Use 2024 IRS Rate (2023 Rate is 62.5¢ per mile)
11 CONTINUING EDUCATION	2,500	Recommended Minimum \$800
12 HEALTH & DENTAL COVERAGE		Full Member-\$22,464
	0	Provisional/Associate/Full-Time Local-\$21,072
13 LIFE INSURANCE	0	If Paid by Church

[\(Click here to go back to worksheet to edit\)](#)

  
\_\_\_\_\_  
Pastor

  
\_\_\_\_\_  
Chairperson, Staff Parish Relations  
or

6/10/24  
Date

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, 2023

## HOUSING ALLOWANCE RESOLUTION

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 6<sup>th</sup> day of June 2024 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 a salary of \$74,946 for the year. Rev. Vicki Gordy-Stith shall also receive a housing allowance of \$24,000 for the year 2024-2025 and all future years 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 RESOLUTION

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 6<sup>th</sup> day of June 2024 after discussing the amount to be paid to Rev. Dr. Patrick (Bo) Gordy-Stith as a housing allowance, on motion duly made and seconded, adopted the following resolution:

Rev. Dr. Patrick (Bo) Gordy-Stith shall receive a salary of \$45,000 for the year. Rev. Vicki Gordy-Stith shall also receive a housing allowance of \$8,000 for the year 2024-2025 and all future years 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

<u>EXPENSE ITEM</u>	<u>ESTIMATE</u>
• Utilities (electricity, heat, water, trash pickup and local telephone)	<u>\$7,000</u>
• Furniture and appliances (purchases and repair)	
• Building repairs and remodeling	<u>\$2,500</u>
• Property Insurance	<u>\$3,000</u>
• Yard maintenance, landscaping and improvements	
• Maintenance items (cleaning and maintenance supplies, electrical supplies)	
• Miscellaneous	
<b><u>FOR OWNERS</u></b>	
• Real Estate Taxes	
• Mortgage payments/down payment	<u>\$23,000</u>
• Improvements	
<b><u>FOR RENTERS</u></b>	
• Rent payments	
<b>TOTAL</b>	<b><u><u>\$35,500</u></u></b>