

**MILLIAN MEMORIAL**  
**United Methodist Church**  
**CHURCH CONFERENCE**  
**OCTOBER 25, 2018**



13016 Parkland Drive  
Rockville, MD 20853  
(301)946-2500  
millianumc@gmail.com  
www.millianchurch.org



**The Baltimore-Washington Conference  
of the United Methodist Church**

**2018 Church Conference Agenda**

Greater Washington District  
*"One Beneath the Cross"*

No prolonged infancies among us please. We'll not tolerate babes in the woods, small children who are an easy mark for impostors. God wants us to grow up, to know the whole truth and to tell it in love—like Christ in everything. We take our lead from Christ, who is the source of our everything we do. He keeps us in step with each other. His very breath and blood flow through us, nourishing us so that we will grow up healthy in God, robust in love. Ephesians 4:14-16 (The Message by Eugene Peterson)

Welcome and Opening Prayer

Hymn

Scripture

Prayer

Church Conference Order of Business – Presiding Elder

Call to Order

Beneath the Cross of Jesus

Host Pastor

No. 297

Ephesians 4:14-16

**Reports of Clergy**

- Pastors Report – Summary
- Elder, Deacon, Retired, Extension Ministry

**Voting & Reporting**

- Clergy Compensation Report
- Clergy Sexual Misconduct Report
- Certification of Compliance
- Inactive Membership Report
- Nominations Reports
- Candidate(s) for Ordained Ministry Voting
- Lay servant Ministry Voting

**Closing Prayer**

**Adjournment**

# 2018 CHURCH CONFERENCE CHECKLIST

*The Book of Discipline of the United Methodist Church* - The charge conference shall be the connecting link between the local church and the general Church and shall have general oversight of the church council(s). The primary responsibilities of the charge conference in the annual meeting shall be to review and evaluate the total mission and ministry of the church, receive reports, and adopt objectives and goals recommended by the church council that are in keeping with the objectives of The United Methodist Church.

Church Name & City: Millian Memorial UMC- Rockville Church ID #: 9430

Read **ALL** of the instructions below before starting the Church Conference (CC) forms.

1. In order for your church conference to be a success, all forms listed below must be completed and submitted 10 days prior to your conference. Please do not call the district office requesting an extension to this deadline.
2. Bring all items **highlighted in yellow** to your church conference meeting.
  - Accessibility Audit (Electronic Form)
  - List of Candidates for Ordained Ministry (Electronic Form)
  - Candidate for Ordained Ministry Church Conference Recommendation (Fillable PDF)**
  - Certification of Compliance (PDF) – Original signatures are required**
  - Certified Lay Minister/Lay Servant/Lay Speaker Annual Reports (Electronic Forms) –  
*Vote may take place prior to your CC if the Church Council. If not, then a majority vote will be taken at your CC.*
  - Clergy Compensation Report – Single Charge (Excel Spreadsheet & Electronic Form)**  
*This form should be used if there is only ONE CHURCH on the charge. Original signatures are required. Vote will take place at church conference.*
  - Clergy Compensation Report – Multipoint Charge (Excel Spreadsheet & Electronic Form)**  
*This form should be used if there is MORE THAN ONE CHURCH in the charge/co-operative parish. Original signatures are required. Vote will take place at church conference.*
  - Clergy Sexual Misconduct Form (PDF) – Original signature is required**
  - Congregational Profile (Electronic Form)
  - Extension Ministry Report (Electronic Form) – *Distribute to those listed on the document*
  - Finance Report (Electronic Form)
  - Inactive Membership Report (Electronic Form)**
  - Laity Sexual Misconduct Questionnaire (Fillable PDF) - *This form should be kept in a locked cabinet in the church office. Do NOT bring this form to your church conference.*
  - Nominations Report (Completed through the Committee Leadership Toolbox)**
  - Parsonage Report (Electronic Form) - (if applicable)
  - Pastor's Report (Electronic Form)**
  - Report of the Deacon (Electronic Form) – *Distribute to those listed on the document*
  - Retired Clergy, Honorable Location & Voluntary leave of Absence Form (Electronic Form)
  - Trustees Report (Electronic Form)

*(Use paper/binder clips only! Do not submit in a booklet format, with dividers or staple the forms.)*

Church Conference Packet Prepared by:

Name: Linda S. Canelas Daytime Phone: (301)946-2500 Email: millianumc@gmail.com

**Please Note:** The Minutes taken at your Church Conference Meeting must be entered in to Arena no later than 10 days following your meeting. Do NOT email them to your District Administrator.

Thank you.

## 2018 CHURCH CONFERENCE CHECKLIST

*The Book of Discipline of the United Methodist Church - The charge conference shall be the connecting link between the local church and the general Church and shall have general oversight of the church council(s). The primary responsibilities of the charge conference in the annual meeting shall be to review and evaluate the total mission and ministry of the church, receive reports, and adopt objectives and goals recommended by the church council that are in keeping with the objectives of The United Methodist Church.*

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Church Name & City: Millian Memorial UMC-Rockville Church ID #: 9430 Date: 10/25/2018

- 2018 Church Conference Checklist
- Accessibility Audit** (Electronic Form)
- Certification of Compliance** (PDF) – *Original signatures are required*
- Certified Lay Minister/Lay Servant/Lay Speaker Annual Reports** (Electronic Forms) – *Vote may take place prior to your CC if the Church Council. If not, then a majority vote will be taken at your CC.*
- Clergy Compensation Report – Single Charge** (Excel Spreadsheet & Electronic Form)  
*This form should be used if there is only ONE CHURCH on the charge. Original signatures are required. Vote will take place at church conference.*
- Clergy Sexual Misconduct Form** (PDF) – *Original signature is required*
- Congregational Profile** (Electronic Form)
- Finance Report** (Electronic Form)
- Inactive Membership Report** (Electronic Form)
- Nominations Report** (Completed through the Committee Leadership Toolbox)
- Pastor's Report** (Electronic Form)
- Trustees Report** (Electronic Form)
- Church Council Report and Minutes**
- SPRC Report**
- Seniors Millianaires Report**
- Stephen Ministry Report**

**Accessibility Audit (2018)**  
**Millian Memorial UMC**

Electronically submit this report at least 10 days before your charge conference. Instructions are below:

Select Yes, No, or N/A for each question

If you select 'No', please provide an explanation.

When finished, click the SUBMIT button located at the end of the form

You do NOT need to provide a hard copy of this document to the Presiding Elder of your Church Conference.

Church Name

GW | Millian Memorial || Rockville ||| 9430

**GETTING INTO THE CHURCH**

1a. Clearly visible signs direct people to accessible entrances?

YES

1b. If 'No', Please Explain

2a. Designated parking spaces on level ground are close to entrance and do not require crossing traffic or moving behind parked cars?

YES

2b. If 'No', Please Explain

3a. At least 1 per 25 spaces is clearly marked with access symbol on vertical signs and on pavement?

YES

3b. If Yes, # of Accessible Spaces:

3c. If 'No', Please Explain

4a. Accessible spaces are 8' wide with adjacent 5' access aisle?

YES

4b. If 'No', Please Explain

5a. At least one space is van accessible with adjacent, painted slash lines, for 8' access aisle on right side of vehicle?

YES

5b. If 'No', Please Explain

6a. 36" wide curb cuts (curb ramps) are provided close to parking?

YES

6b. If 'No', Please Explain

**Accessibility Audit (2018)**  
**Millian Memorial UMC**

**7a. Sidewalks are smooth, flat, and at least 36" wide providing an access route to an accessible entrance into the church?**

**YES**

**7b. If 'No', Please Explain**

**Ramp has maximum incline of 1:12, preferably 1:20 with no more than 30" between landings.**

**YES**

**8b. If Yes, indicate Length; Rise; Ratio:**

**If 'No', Please Explain**

**Ramp has minimum width of 36" between handrails and has non-slip surface.**

**YES**

**9b. If Yes, indicate width in inches:**

**If 'No', Please Explain**

**Handrails are 34-38" high on both sides of ramp/ stairs and extend 12" beyond; lower railing is no higher than 4" above deck.**

**YES**

**10b. If 'No', Please Explain**

**There is a 60" x 60" level platform at entry door and at least 18" on pull side of door.**

**YES**

**11b. If 'No', Please Explain**

**Entrance door is 36" wide; threshold level or max beveled 1/2" high; no more than 10 lb force needed to open door.**

**YES**

**12b. If 'No', Please Explain**

**GETTING AROUND THE CHURCH**

**Corridors are at least 36" wide with 60" passing spaces every 200" and non-glare floor surface.**

**YES**

**13b. If 'No', Please Explain**

**Accessibility Audit (2018)**  
**Millian Memorial UMC**

**No objects protrude more than 4," and lowest part of the protruding object is no more than 27" above floor height to allow a person who is blind to detect the object with a cane and avoid injuries.**

YES

**14b. If 'No', Please Explain**

**Multi-level building has an elevator, lift and/or ramp to allow access to all common/program areas.**

YES

**15b. If 'No', Please Explain**

**Doorways have a minimum of 32" clearance and thresholds are level or no more than 1/2" high and beveled.**

YES

**16b. If 'No', Please Explain**

**Door handles are easy to grasp and operate with one hand/single effort, using no more than 5 lbs. force.**

YES

**17b. If 'No', Please Explain**

**Carpet pile is level and no more than 1/2" thick, with no or firm padding; all floor mats have rubberized backing and are stable.**

YES

**18b. If 'No', Please Explain**

**Fire alarm controls and extinguishers are no more than 48" from the floor; visual and auditory fire alarms are in place.**

YES

**19b. If 'No', Please Explain**

**At least one accessible marked unisex restroom (or both male and female restrooms) per floor has 60 x 60" turning space.**

YES

**If 'No', Please Explain**

**Sink has 29" clearance from floor, controls easy to operate (lever style, automatic, etc.), drain pipes insulated.**

**Accessibility Audit (2018)**  
**Millian Memorial UMC**

YES

**If 'No', Please Explain**

**Soap and paper towels are no higher than 48," the bottom-edge of mirror is 40" or lower.**

YES

**If 'No', Please Explain**

**At least one bathroom stall is 66"x60" with 33"-36" high wall-mounted grab bar by toilet extending 54" from back wall; toilet height 17"-19".**

YES

**If 'No', Please Explain**

**Drinking fountain is no higher than 36" with easy hand controls and wheelchair clearance or paper cup dispenser.**

YES

**If 'No', Please Explain**

**Stairs and ramps have handrails on both sides; surface is non-slip; leading edges are marked with a contrasting color.**

YES

**If 'No', Please Explain**

**SANCTUARY, CLASSROOM, FELLOWSHIP AREA**

**Level pew cuts/wheelchair spaces are next to aisles and distributed throughout the room for choice in seating. Spaces are 33"x48" forward approach, and/or 33"x60" side approach, with view of screen/pulpit when others stand.**

YES

**If 'No', Please Explain**

**Chancel area and choir loft are accessible (via ramp, or platform lift if needed).**

NO

**If 'No', Please Explain**

Not needed

**If there are steps to the chancel, handrails are provided**



**Accessibility Audit (2018)**  
**Millian Memorial UMC**

YES

**If 'No', Please Explain**

**Aisleways are at least 36" in common areas.**

YES

**If 'No', Please Explain**

**Fellowship area and one work area in kitchen are accessible.**

YES

**If 'No', Please Explain**

**In fellowship area and classrooms at least one table has minimum of 29-30" clearance on underside; some chairs have armrests and height of these chair's seats from floor is 18" or more.**

YES

**If 'No', Please Explain**

**COMMUNICATIONS AND ENVIRONMENT**

**Members sensitized about need to minimize use of fragrances.**

YES

**If 'No', Please Explain**

**All soaps, cleaning products and other chemicals are fragrance-free; candles are unscented and non-petroleum-based.**

YES

**If 'No', Please Explain**

**Lighting adequate for reading in meeting areas and for safety in halls.**

YES

**If 'No', Please Explain**

**Large/bold print provided via projection or bulletin, songbook, and Bible; Braille or alternative media available upon request.**

YES

**Accessibility Audit (2018)**  
**Millian Memorial UMC**

**If 'No', Please Explain**

**Microphone used by all speakers or comments repeated; assisted listening devices provided; ASL interpreter provided upon request.**

**YES**

**If 'No', Please Explain**

**Printed copies of sermon are available if requested.**

**N/A**

**If 'No', Please Explain**

**Videos and other media are clearly captioned.**

**YES**

**If 'No', Please Explain**

**ATTITUDES**

**Access and accommodations available are described in church phone message, website, internet postings, signage, etc.**

**YES**

**If 'No', Please Explain**

**Pastor(s)/ushers/greeters/leaders/members have had training in disability awareness and etiquette.**

**YES**

**If 'No', Please Explain**

**Signs or bulletins boards give visible evidence that people with cognitive challenges, mental illness, and chronic illness are welcome and included in the life of the congregation.**

**N/A**

**If 'No', Please Explain**

**Disruptions are accepted and incorporated into worship.**

**YES**

**If 'No', Please Explain**

**Accessibility Audit (2018)**  
**Millian Memorial UMC**

**Service animals or guide dogs are welcome within the church building(s) including the sanctuary.**

YES

**If 'No', Please Explain**

**Worship leader invites people to "rise in body or in spirit" and to "be in an attitude of prayer" or uses similar inclusive language.**

YES

**If 'No', Please Explain**

**Educational programs are adapted as needed for inclusion of children and adults with disabilities.**

YES

**If 'No', Please Explain**

**Disability Awareness Sunday was celebrated during the past year.**

N/A

**If 'No', Please Explain**

**Persons with disabilities serve in worship and leadership roles and help plan ways to improve access.**

YES

**If 'No', Please Explain**

**Needs of those on special diets considered when food is offered, including gluten free communion elements.**

YES

**If 'No', Please Explain**

**Transportation; valet parking assistance; buddy system (for those needing 1:1 assistance) offered if needed.**

YES

**If 'No', Please Explain**

**GOALS FOR ACCESSIBILITY IMPROVEMENT FOR THE UPCOMING YEAR (INCLUDE TARGET DATE)**

**Goal 1**

**No goals**

**Target Date for Goal 1:**

**Accessibility Audit (2018)**  
**Millian Memorial UMC**

**Goal 2**

**Target Date for Goal 2:**

**Goal 3**

**Target Date for Goal 3:**

**Goal 4**

**Target Date for Goal 4:**

**Goal 5**

**Target Date for Goal 5:**

**Request consultation from Conference Disability Concerns Committee**  
False

**Comments:**

**Signature of Pastor:**  
Rev. Dr. Miguel Balderas

**Date:**  
10/05/2018

**Signature of Trustee Chair:**  
James Doman

**Date:**  
10/05/2018

**Form completed by:**  
James Doman - Linda Canelas

**Contact Information:**  
millianumc@gmail.com

**Accessibility Audit (2018)**  
**Millian Memorial UMC**

**PLEASE NOTE:**

**This form is for use on existing buildings only; please refer to current ADA and state regulations for new construction or major remodeling projects: <http://www.ada.gov/regs2010/2010ADAStandards/>.**

**The audit should be completed by a team including a member of the trustees, and people with construction, architecture and rehabilitation backgrounds. Include persons with disabilities and family members, especially someone who uses a wheelchair and someone with low vision, in the audit 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, 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 and through the Disability Ministry Committee of the United Methodist Church at <http://www.umdisabilityministries.org/access/audit.html> to help you plan and carry out improvements.**

**Form Status:**  
Complete



**Certification of Compliance Form**  
 Baltimore-Washington Conference – Church Conference 2018



*Policy Statement & Protocol on Lay Sexual Misconduct of the Baltimore-Washington  
 Conference of The United Methodist Church*

**To be completed and signed by the Pastor(s) and Chairperson of the Staff/Parish Relations Committee (S/PRC) of all congregations in the Baltimore-Washington Conference of The United Methodist Church.**

This is to certify that this congregation of the Baltimore-Washington Conference of The United Methodist Church has complied in full with the Conference *“Policy Statement & Protocol on Lay Sexual Misconduct of the Baltimore-Washington Conference of The United Methodist Church.”* As such, this document certifies that:

- (1) all persons who are to work with children and youth within the ministry of this congregation have completed and signed the Questionnaire and Response Form contained the official Conference Policy; and
- (2) all outside groups using the church building that provide any services to children or youth have certified that all those within that organization have been screened and asked the equivalent, at the very least, of the questions in our Policy, Questionnaire and Response Form;

if the outside group can make no such general certification, then this document certifies that all those who work with children and youth within such groups have completed and signed the Questionnaire and Response Form on an individual basis.

We, the undersigned, verify that this congregation has complied with all of the requirements of the *“Policy Statement & Protocol on Lay Sexual Misconduct of the Baltimore-Washington Conference of The United Methodist Church.”*

Pastor - Signature: \_\_\_\_\_

Pastor - Printed Name: Miguel Balderas

Chairperson, S/PPRC - Signature: \_\_\_\_\_

Chairperson, S/PPRC - Printed Name: Kathy Martin

October 25, 2018

\_\_\_\_\_  
 Date

***When the Certification of Compliance has been signed by all parties and dated, please make copies for the Pastor(s) and the S/PPRC Chairperson and return the original to your District Superintendent at the Church Conference.***



**Certified Lay SPEAKER Annual Report (2018)**  
**Brian McGahey**

Please read this notice before you begin:

Changes to Lay Servant Ministries certification and re-certification requirements, established at 2016 General Conference, took effect on January 1, 2017. All Certified Lay Speakers (CLSp) must be up-to-date on their certification requirements as of 2017 Church Conference in order to be eligible for approval. To find out more about the legislation and the changes to certification and recertification requirements, [click here](#).

In compliance with LSM legislation, the Baltimore-Washington Conference Committee on Lay Servant Ministries (CCLSM) must collect the data requested on this form. As such, all fields on this form are required.

To expedite completing this report, please have a list of ALL Lay Speaker Track of Study Courses taken including the title, date complete and category.

-----  
**Part 1: Personal Data**

**Title**  
Mr.

**First Name**  
Brian

**Last Name**  
McGahey

**Address**  
PO Box 2209 Rockville MD 20847-2209

**Preferred Phone**  
(240) 565-9912

**Phone Type**  
Cell Phone

**E-mail**  
bmcgahey@juno.com

**Name of District**  
Greater Washington

**Name of Church**  
GW | Millian Memorial || Rockville ||| 9430  
-----

**Part 2: Current Status**

**1. Date First Approved by Conference Committee on Lay Servant Ministries (CCLSM)?**  
March 26, 2011



**Certified Lay SPEAKER Annual Report (2018)**  
**Brian McGahey**

**2. Date of Last Re-certification Course?**

September 27, 2013

**2b. Title of Last Re-certification Course?**

What Shall I Preach?

**Upload Certificate:**

No File Attached

**3. Date of Approval for Re-certification as a Certified Lay Speaker by CCLSM?**

Don't know

**List All Lay Speaker Track of Study Courses Taken**

Basic Lay Speaker 3/26/2011 Lay Speaker Bible Study 10/2/2011 Sleeping with God: Meditation  
107/2012 Preaching 101 9/27/2014 What Shall I Preach? 9/27/2016

**Format for list: Title, Date, Category**

**Reminder: Lay Speaker Track of Study course categories are as follows: Leading Worship, Prayer, Spiritual Gifts, Preaching, Heritage, and Polity. A course cannot be classified in more than one track of study category.**

**Leading Worship**

True

**Completion Date**

**Category**

False

**Prayer**

Sleeping with God

**Completion Date**

09/07/2012

**Category**

Prayer

**Spiritual Gifts**

None

**Completion Date**

00/00/0000

**Category**

**Preaching**

Preaching 101

**Completion Date**

09/21/2014

**Category**

none





**Certified Lay SPEAKER Annual Report (2018)**  
**Brian McGahey**

**Heritage**  
none

**Completion Date**  
none

**Category**  
none

**Polity**  
False

**Completion Date**  
00/00/0000

**Category**  
none

-----

**Part 3:**  
**Ministries**

**During the past year, I have participated in CARING MINISTRIES as follows:**

**Other CARING activities (please list)**

**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

**Other LEADING MINISTRY activities (please list)**

Lead some Bible studies.

**During the past year, I have participated in COMMUNICATING MINISTRIES as follows:**

- shared the message in worship services
- served as worship leader
- delivered devotional messages
- taught classes

**Shared the message in worship services**

Yes

**How many times?**

3

**Served as worship leader**

Yes

**How many times?**

one

**Delivered devotional messages**

Yes



**Certified Lay SPEAKER Annual Report (2018)**  
**Brian McGahey**

**How many times?**

5

**Taught classes**

Yes

**How many?**

4

**Shared my faith story to**

No

**Other speaking activities (please list)**

**During the past year, I have participated in additional opportunities for ministry as follows:**

-----

**Part 4:**

**Personal and Spiritual Growth**

**In what activities, have you engaged in/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, communication and speaking?**

**Response:**

Read Gidepostts, Upper Room. Weekly Bible study with pastor group.

-----

**Part 5: Feedback**

**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?**

No

**If yes, please list those areas:**

**Other comments about your year of ministry you would like to add:**

I have enjoyed bringing the message.

-----

**By my signature, I/we affirm that the individual making this report is eligible to continue in Lay Servant Ministries:**

**Certified Lay Speaker:**

Brian Keith McGahey



**Baltimore-Washington Conference**  
The United Methodist Church

**Certified Lay SPEAKER Annual Report (2018)**  
**Brian McGahey**

**Date:**  
09/26/2018

**The following signatures should be completed by the Pastor, Church Council Chair, or Church Administrator (on behalf of the Pastor and Church Council Chair) for Certified Lay Minister that has been approved by Church Council prior to Church Conference. If the individual completing this form will be voted on AT Church Conference, please leave these fields blank and sign a hard copy of this form after voting is complete.**

**Pastor:**

**Date:**

**Chair of Church Council:**

**Date:**

**Form Status:**  
Complete

## **Clergy Compensation Summary (2019)** **Miguel Balderas**

**Instructions:**

**Download the 2019 Clergy Compensation Report that best applies to your charge:**

**For single-point charges: Clergy Compensation Report - Single-Point Charge**  
**If your church is part of a multi-point charge, you must complete the multi-point charge report (below).**

**For multi-point charges: Clergy Compensation Report - Multi-Point Charge**  
**The lead church in the charge should coordinate the completion and uploading of the multi-point charge compensation report.**

**The forms will open in protected view. Click "Enable Editing" and save the form to your local drive before you begin entering amounts. Be sure to save it again once complete.**

**Use the last page (Financial Obligation/Summary page) of the Clergy Compensation Report to fill in the fields below.**

**Upload a completed Clergy Compensation Report when prompted below.**

-----  
**Church Name or Lead Church of Multi-Point Charge:**  
GW | Millian Memorial || Rockville ||| 9430

**Pastor's First Name**  
Miguel

**Pastor's Last Name:**  
Balderas

**Parsonage Provided?**  
No

**Total Cash Compensation (\$)**  
\$ 54,796

**Housing Allowance (\$) (\$0 for parsonage)**  
\$ 27,500

**Eligible for HealthFlex (Medical)?**

**DB- Defined Benefit (\$)**  
\$ 8,563

**DC - Defined Contribution (\$)**  
\$ 2,469

**CPP - Comprehensive Protection Plan / UMLO - UMLifeOptions (\$)**  
\$ 2,469

**Total Expected Expense Reimbursement (\$)**  
\$ 4,600



**Baltimore-Washington Conference**  
The United Methodist Church

**Clergy Compensation Summary (2019)**  
**Miguel Balderas**

**Upload Completed Clergy Compensation Worksheet for This Pastor:**  
[0e7589179\\_1532015973\\_clergycompensationreport-2019-single-v7-10-18.xlsx](#)

**Form Status:**  
Complete

**Clergy Sexual Misconduct Form (2018)**  
**Miguel Balderas**

**Church Name**

GW | Millian Memorial || Rockville ||| 9430

**Pastor First Name**

Miguel

**Pastor Last Name:**

Balderas

**Complete and upload the signed Clergy Sexual Misconduct Questionnaire at least 10 days before your church conference.**

**Be sure to bring a physical, signed copy of this document to your church conference.**

**Pastor Name:**

Miguel Balderas

**Upload Signed Form Here:**

No File Attached

**Form Status:**

Complete



## **Congregation Profile (2018)** **Millian Memorial UMC**

**Church Name:**

GW | Millian Memorial || Rockville ||| 9430

**List and discuss three of the current strengths of your congregation:**

- 1) A core group of congregants that contribute to its leadership and to the various ministries of Millian Church.
- 2) Strong support by congregation of Millian and its ministries. Excellent community outreach program lead by congregants who want to serve the community through our Food Bank, School Lunch Sacks, Angel Tree and Thanksgiving Basket distribution.
- 3) Active Stephen Ministry that cares for congregants and others in the community.
- 4) Good location inside of the Aspen Hill Community. Aspen Hill is one of the most diverse areas within the State of Maryland. The community has walking-distance Elementary and Middle Schools with bus stops to other Middle Schools and to High Schools nearby.
- 5) A beautiful and large Sanctuary, a Pre-school that serves the Aspen Hill Community, Fellowship Hall with a kitchen, 2 small kitchens and many different-sized rooms on campus that provide meeting space for congregants, fellow Christians and the non-profit community. These meetings spaces have been and continue to be a source of income for Millian.

**List and discuss three critical needs of your congregation:**

- 1) More members and increased attendance.
- 2) More income and tithes. We are currently renting our space to 3 other churches, but along with that income and tithes received, we still are unable to pay all of our bills in a timely manner. During this year have been unable to pay our apportionments and the Pastor's benefits. We have just recently made 2 payments toward the Pastor's benefits, because we just sold our Church van. We have used and depleted our savings account. Now we may be forced to spend our reserves for Capital improvement for operational expenses.
- 3) A clear vision articulated by the Pastor and Church leadership that can be used as a roadmap to:
  - a. re-vitalize Millian
  - b. teach current/future leaders
  - c. motivate others by helping the church leaders design ministries and outreach that will make people want to come to Millian and worship.
  - d. address Millian's significant financial and ministerial needs.
- 4) A Pastor who is totally engaged with Millian and who provides the leadership to get things done. A dynamic Pastor who is capable of providing leadership and discipleship to Millennials and Gen Xers along with the current congregation. A Pastor with a smaller financial packet; Millian's regular attendance of 50-60 people on a Sunday cannot meet our current budget for the Pastor. A Pastor with a strong skill-set in organizational development, recruitment, training and management that can stimulate the congregation spiritually with messages for Millian and these times.



## **Congregation Profile (2018)** **Millian Memorial UMC**

**Check any issues within the congregation that need to be addressed:**

- Financial Concerns
- Conflicts within the congregation
- Fundraising
- Staffing shortages
- Changes or conflicts

**If you selected any, please explain:**

1) For the last 2 years, we have articulated all of these issues to the Conference, both verbally and in writing and we continue to struggle with these issues. Until there is a true, objective assessment of Millian, its leadership and ministries, and its potential for survival, the downward death spiral will continue.

2) Due to current financial issues, focus is being lost on the role and ministry of the Church.

3) Financial Concerns- We have rented out space on our campus that limits congregational use because we need the money. We look at the money coming in that is critical to our existence today, but this comes at a price that wasn't calculated. The wear and tear on the physical facility has proved more than we originally realized and it also impedes congregational use of the facility at certain times. We have so many groups renting a using the facility at times we have trouble managing the space or finding a place to meet.

4) Fellowship - Church should be a place where new friends are made, mingle, plan and work on projects, chatting, a place to have fun, etc. We are almost void of fellowship - coffee after church is a sometime thing; therefore, people who come when there's nothing on the table stop coming. This results in a small congregation who doesn't know each other.

5) Training for Laity - Church members are reluctant to accept leadership roles because they don't clearly understand what is expected. We need a process for a seamless transition of individuals into new positions and out of old positions.

**What is the vision for the congregation and community over the next 3-5 years?**

1) That Millian is fiscally and morally solvent. That it can increase Church membership and community participation in and support for the Church, bringing disciples to Christ.

2) Millian is a welcoming church where people want to come to hear the Gospel and participate in ministries that support the Church and the community.

3) Millian has a dynamic and energetic pastor who establishes synergy with the congregation and forges forward with the congregation to make Millian a spirit-filled church that will draw the community near and far to us.

4) Millian has a well-defined and operational discipleship program.

5) Millian has an organizational structure designed for it. A structure that is utilized by the Pastor and parishioners in order to achieve our goals and mission as Church.

**How will the congregation and pastor work in collaboration towards accomplishing the critical needs and issues?**





**Congregation Profile (2018)**  
**Millian Memorial UMC**

By creating a clear vision of Millian and working toward that vision. Helping to solve both our fiscal and membership crises.

**What are the expectations that have not been met through pastoral leadership that you expect to be met in the future? List up to three:**

See question 2 above; specifically helping the congregation to create a vision and change leadership.

**If you were to receive a new pastor, list and discuss three expectations you have for them:**

- 1) An English-speaking Pastor fluent in Spanish.
- 2) A leader; someone who can provide the congregation with vision and a plan for growth and who can help turn around a dying church. A Pastor that will draw Millennials and Gen Xers to us. A Pastor who can develop a working system of visitation, communion, etc. for shut-ins (hospitals, home bound, rehabilitation centers) and the elderly.
- 3) A Pastor who can develop a strong discipleship plan for Millian and a spiritual ministry for current and future congregants. A Pastor who is dynamic and energetic, one that can provide relevant and spiritually rich sermons that touch the hearts and souls of the congregation propelling them to action and to serve.
- 4) A Pastor who will become active within the area and county ministerially in order to provide insight to local needs and interests, e.g., immigration, citizenship, food insecurity, health care, job training, etc. so that Millian may better serve its community

**If you were to receive a new pastor, provide the following information:**

**Preferred Salary:**

Unable to state at this time, but we are working on the numbers.

**Parsonage or Housing Allowance:**

Parsonage

**FICA Payments:**

No

**Car Provided:**

No

**Club membership:**

No

**Pension:**

Yes

**Health insurance paid by church:**

Yes

**Other benefits:**

Defined benefit, Defined contribution, CCP/Comp Plan.

Items list above as YES, are part of our current Pastor's compensation package.



**Congregation Profile (2018)**  
**Millian Memorial UMC**

List any additional information that might be helpful to the Cabinet while make appointments:  
Due to our financial condition we are unable to pay for our current Pastor's compensation plan; therefore, we respectfully request reassignment of our Pastor to another appointment. In the meantime, we are in process of reviewing what we can afford for Pastor compensation.

**PREPARED BY:** Please have all members of the Staff Parish Relations Committee and the clergyperson sign this evaluation. The clergyperson's signature confirms consultation with the SPRC Committee.

**Printed Name:**  
Kathleen Martin

**Position:**  
Chair, SPRC

**Date:**  
10/19/2018

**Printed Name:**

**Position:**

**Date:**

**Printed Name**

**Position:**

**Date:**

**Printed Name:**

**Position:**

**Date:**

**Printed Name**

**Position:**

**Date:**

**Printed Name:**

**Position:**

**Date:**

**Printed Name:**

**Position:**

**Date:**

**Printed Name**



**Baltimore-Washington Conference**  
The United Methodist Church

**Congregation Profile (2018)**  
**Millian Memorial UMC**

**Position:**

**Date:**

**Pastor's/Deacon's Name:**  
Miguel Balderas

**Date:**  
10/19/2018

**Form Status:**  
Complete

**Finance Report (2018)**  
**Millian Memorial UMC**

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.

**Church Name**  
GW | Millian Memorial || Rockville ||| 9430

**I. ORGANIZATION**

**1. Has the committee been organized according to the 2016 Book of Discipline (§258.4)?**

YES

**List officers below:**

**Chairperson:**  
Dwayne Weigel

**Chairperson Term Expires:**  
12/31/2018

**Vice Chairperson:**  
James Turner

**Vice Chairperson Term Expires:**  
12/31/2018

**Financial Secretary:**  
Paul & Peggy Harris

**Financial Secretary Term Expires:**  
12/31/2018

**Treasurer:**  
Brenda Watson

**Treasurer Term Expires:**  
12/31/2018

**II. BUDGET AND COMMITMENT PLAN**

**2. Has the committee submitted to the Church Council, or its equivalent, a complete budget for the ensuing year?**

YES

**2. If NO, please explain:**

**3. Did the committee give the Church Council an opportunity to request financial support for recommended ministries (para;258.4)?**

YES

**Finance Report (2018)**  
**Millian Memorial UMC**

3. If NO, please explain:

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

Quarterly

5. Is giving by individual participants in the local church regularly reviewed?

YES

If NO, please explain:

6. Were the plans for raising sufficient income to meet the budget adopted by the Church Council (para;258.4)?

YES

If NO, please explain

7. Does the Financial Secretary/Treasurer report regularly to the Church Council on the giving trends in the church/charge?

YES

If NO, please explain:

8. Serving as a member of Annual Conference is a significant responsibility (para251.2). Does / Will your church's budget for the coming year cover the expenses for clergy and laity to fully participate in Annual Conference?

YES

If NO, please explain:

**III. THE HANDLING OF CHURCH FUNDS**

9. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church (para258.4b)?

YES

If NO, please explain:

10. Are all benevolences and other connectional funds remitted monthly to the conference treasurer (par;258.4b)?

NO

If NO, please explain:

Revenue for benevolences is insufficient

11. What bank(s) have been designated by the Church Council as a depository (para258.4d)?

**Finance Report (2018)**  
**Millian Memorial UMC**

**#1 Bank has been designated by the Church Council as a depository  
CapitolOne Bank**

**#2 Bank has been designated by the Church Council as a depository  
Wells Fargo Bank**

**12. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit?**

**YES**

**If NO, please explain:**

**13. Are all accounts in the name of the church?**

**YES**

**If NO, please explain:**

**14. Has the committee established written financial policies to document the internal controls of the local church (para 258.4d)? If "yes" attach policy document below.**

**YES**

**Upload written policy here:**

**No File Attached**

**15. Have these financial policies been reviewed by the committee and found to be adequate and effective (para258.4d)?**

**YES**

**If NO, please explain:**

**16. Are the church offerings counted by a counting committee in accordance with the mandates of the Discipline (para;258.4a)?**

**YES**

**If NO, please explain:**

**17. Are all funds deposited promptly in accordance with procedures developed by the Committee on Finance? (§258.4a,d)?**

**YES**

**If NO, please explain:**

**18. Are financial officers of the church bonded (§258.4b)?**

**YES**

**If NO, please explain:**

**19. Have the financial records of the church and all its organizations been audited for the prior fiscal year (para;258.4c)?**

**YES**



**Baltimore-Washington Conference**  
The United Methodist Church

**Finance Report (2018)**  
**Millian Memorial UMC**

**If NO, please explain:**

**20. Were there any recommendations or exceptions?**

NO

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

**Signature:**

Dwayne Weigel

**Title**

Chairman

**Date:**

10/09/2018

**Form Status:**

Complete

**Inactive Membership Report (2018)**  
**Millian Memorial UMC**

**Church Name:**

GW | Millian Memorial || Rockville ||| 9430

**1. Disciples who have become inactive this past year. (separate names with commas)**

Beril Benjers, June Greatorex, Graham Lunkin, Anne & William Matthews

**1a. What specific strategies will you use to reengage members in active discipleship?**

Write letters and make phone calls asking for their intentions and desires for their membership at Millian Memorial

**1b. Please list below members living locally for whom the church council has taken responsibility and faithfully followed the direction in. par. 228.2b[1] (separate names with commas)**

None

**1c. Please list below members who reside outside the community and who are being encouraged to transfer their membership. par. 228.2b[2] (separate names with commas)**

None

**1d. Please list below members we would seek out if we could, but whose addresses are unknown. par. 228.2b[3] (separate names with commas)**

None

**2. Disciples who have been inactive for at least 1 year. (separate names with commas)**

Karen Ballantine, Barbara Ann Banks, Alexis Batista, Sandra Belloso, Elizabeth Anna Brown, Margaret Lucy Brown, Robert Dalrymple, Julie Daniel, Emily Downing, Linda Greatorex, Samantha Kay Hayden, Edna Konah, Leonardo Mercado, Juana Mercado, Sharine Mercado, Shayne Mercado, Daniel Mosier, Nae Pearson, Jose Ramirez, Joyce Ramirez, Victoria Lynn Smryk, Laura Ricker Stancliff, Pat Tyser, Jennifer Vaszil, Maija Woodruff, Travis Woodruff, Kristen Woodruff

**2a. What strategies will you use in the upcoming year to seek after, connect with and invite back into active discipleship the persons listed above who have been faithfully sought after for one year? See par. 228.2b[4]**

Made phone calls to these members requesting their desires for their membership at Millian Memorial

**2b. Please list the persons who will be considered for removal from membership at next year's church conference if your efforts are unsuccessful. (separate names with commas)**

Karen Ballantine, Barbara Ann Banks, Alexis Batista, Sandra Belloso, Elizabeth Anna Brown, Margaret Lucy Brown, Robert Dalrymple, Julie Daniel, Emily Downing, Linda Greatorex, Samantha Kay Hayden, Edna Konah, Leonardo Mercado, Juana Mercado, Sharine Mercado, Shayne Mercado, Daniel Mosier, Nae Pearson, Jose Ramirez, Joyce Ramirez, Victoria Lynn Smryk, Laura Ricker Stancliff, Pat Tyser, Jennifer Vaszil, Maija Woodruff, Travis Woodruff, Kristen Woodruff

**3. Disciples who have been inactive for at least two years. (separate names with commas)**





**Inactive Membership Report (2018)**  
**Millian Memorial UMC**

Alma Bradley, Juana Cerrudo, Emily Downing , Chelsea Emery, Katrina Emery, Mabel Herbert, Virginia Hoyt O'Connor, Barbara McCary, Tracey Merchant, Kevin Merchant, Matthew Merchant, Eric Merchant, David Morgan, Tracy Morgan, Rodney Riffle Raquel Tirado

**3a. What strategies have you used to reclaim disciples who have become inactive and to whom you have been unable to minister to for at least the last two consecutive years? See par. 228.2b [4]**

Made phone calls to these members requesting their desires for their membership at Millian Memorial

**3b. Please list the persons who have not been responsive to these efforts and you are recommending be removed from the membership roll by action of the current year's church conference. (separate names with commas)**

Alma Bradley, Juana Cerrudo, Emily Downing , Chelsea Emery, Katrina Emery, Mabel Herbert, Virginia Hoyt O'Connor, Barbara McCary, Tracey Merchant, Kevin Merchant, Matthew Merchant, Eric Merchant, David Morgan, Tracy Morgan, Rodney Riffle Raquel Tirado

**This form was completed by:**  
Brenda Watson/Linda Canelas/ Rev. M. Balderas

**Date:**  
10/15/2018

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**The following signatures will be acquired at CC if a vote is applicable per item 3b.**

**Pastor Signature:** -----

**Presiding Elder Signature:** -----

**Date:** -----

**Form Status:**  
Complete

# **MILLIAN MEMORIAL UNITED METHODIST CHURCH 2019 LAY LEADERSHIP DEVELOPMENT TEAM REPORT**

## **CHURCH COUNCIL (Single Board) January 2019-January 2020**

Administrative Board Chair -	Stan Thomas
Lay Leader -	John Kelly (interim)
Finances-	Dwayne Weigel
Faith Development Team Chair -	Emelia Annum
Outreach Team Chair -	Nicole Andre
Worship Chair -	Barbara Smith
SPRC – Youth Coordinator-	Kathy Martin
Preschool Committee-	Roger Arnold
Pastor-	Miguel Balderas
Secretary-	Linda Canelas

They are doing their own election in their meetings for next positions:

Trustees-	Jim Doman (interim)
United Methodist Men President -	Keith Risley
United Methodist Women President -	Nancy Gray
Seniors Chair -	Stan Thomas

Rev. Dr. Miguel Balderas  
October 25, 2018

**MILLIAN MEMORIAL UNITED METHODIST CHURCH  
2019 LAY LEADERSHIP DEVELOPMENT TEAM**

**ADMINISTRATIVE BOARD – (SINGLE BOARD)**

Chair -		<b>Stan Thomas</b>
Recording Secretary -		<b>?</b>
Lay Leader (ex officio member of all Committees and Teams)		<b>John Kelley Interim</b>
Lay Members to Annual Conference –	<b>Dawn Kelley</b>	
Trustees Chair –		<b>Jim Doman Interim,</b>
Finance Chair –		<b>Dwayne Weigel</b>
Disbursement Treasurer -	<b>Brenda Watson</b>	
Financial Secretaries –	<b>Helen Doman</b>	
SPRC Chair –		<b>Kathy Martin</b>
Church Historians –	<b>Jann Dalrymple,</b> <i>Brenda Watson</i>	
United Methodist Women President -		<b>Nancy Gray (2017)</b>
United Methodist Men President -		<b>Keith Risley (2018)</b>
Hospitality & Fellowship –	<b>Emelia Annun</b>	
	<b>Carolyn Goldman (co-chair)</b>	
Prayer and Care Acting Chair –	<b>?</b> <b>Andrea Sharp (Co-chair)</b>	
Faith Development Chair –		<b>Emelia Annun</b>
Outreach Chair –		<b>Nicole Andre</b>
Worship Chair –		<b>Barbara Smith</b>
Senior Millianaires President –		<b>Stan Thomas</b>
Membership Secretaries –	<i>Brenda Watson</i>	
Gifts and Memorials Chair –	<b>Darlene Bowles</b>	
Preschool Committee Chair –		<b>Roger Arnold</b>
Communications	<b>No chair</b>	
Stephen Ministry	<b>Jann Dalrymple</b>	

**LEADERSHIP TEAM SINGLE BOARD**

Administrative Board Chair -	<b>Stan Thomas</b>
Lay Leader -	<b>John Kelly</b>
Finances-	<b>Dwayne Weigel</b>
Trustees-	<b>Jim Doman</b>
Faith Development Team Chair -	<b>Emelia Annun</b>
Outreach Team Chair -	<b>Nicole Andre</b>
Worship Chair -	<b>Barbara Smith (2015)</b>
Seniors Chair -	<b>Stan Thomas</b>
United Methodist Men President -	<b>Keith Risley (2015)</b>
United Methodist Women President -	<b>Nancy Gray (2017)</b>
SPRC – Youth Coordinator-	<b>Kathy Martin</b>
Pastor-	<b>Miguel Balderas</b>
Secretary-	<b>Linda Canelas</b>
Preschool Committee-	<b>Roger Arnold</b>

Rev. Dr. Miguel Balderas

October 25, 2018

**COMMITTEES AND TEAMS**

<b>LEADERSHIP DEVELOPMENT</b>		
<b>2019</b>	<b>2020</b>	<b>2021</b>
Carmen Boulware	Linda May	Nicole Andre
Marcella Welch	Keith Risley	
	Lori Thomas	

<b>SPRC</b>		
<b>2019</b>	<b>2020</b>	<b>2021</b>
Terri Sheetz	Kathy Martin	<b>Dawn Kelley</b>
Victor Garcia		<b>Pierre Moundou</b>
Marguerite Eimer		<b>John Watson</b>

<b>BOARD OF TRUSTEES</b>		
<b>2019</b>	<b>2020</b>	<b>2021</b>
Roderick Williams	Brian McGahey	<b>John Kelley</b>
Luis Nuñez		<b>Hal Brown</b>
Andrea Sharp		<b>Carolyn Goldman</b>

<b>FINANCE COMMITTEE</b>	
Chair -	<b>Dwayne Weigel</b>
Secretary -	Brenda Watson
Disbursement Treasurer -	Brenda Watson
Payroll-	Ministry Works
Lay Members to Annual Conference -	Dawn Kelley
Financial Secretaries -	Helen Doman
Administrative Board Chair -	Stan Thomas
SPRC Chair/Representative -	Kathy Martin
Board of Trustees Representative -	Jim Doman
Gifts and Memorials-	Darlene Bowles
Audit Chair / Representative-	Jim Turner

<b>AUDIT COMMITTEE</b>		
Chair: Jim Turner	Kathy Martin	Jerry Wisor

<b>COMMUNICATIONS MEDIA &amp; TECHNOLOGY</b>		
John Kelley	Dawn Kelley	Hal Brown
Barbara Smith	Philip Lunking	<b>Harry Andre (web and Face)</b>

<b>HOSPITALITY &amp; FELLOWSHIP TEAM</b>	
Emelia Annum	Carolyn Goldman

<b>PRAYER AND CARE TEAM</b>
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**Rev. Dr. Miguel Balderas**

**October 25, 2018**

Chair: Barbara Smith	Co-Chair: Andrea Sharp (Lay Eucharist Ministry)
Peggy Harris (Funeral Meals)	Jeanne Roesch – (Prayer Shaw/Ministry)
Barbara Smith (Prayer Chain)	Leslie Turner
Terri Sheetz	

<b>FAITH DEVELOPMENT TEAM</b>	
Chair	Emelia Annum
	Ruth O Wong de Balderas (Sunday School Super)
	Linda Canelas (Co- Sunday School Super)
	Roger Arnold (Preschool Com. Chair)
	Louisa Hoar
	George Anna Lunking
	Ruth O Wong de Balderas (VBS director 2018)

<b>OUTREACH TEAM</b>	
Chair	<b>Nicole Andre</b>
	Dwayne Weigel
	Nancy Gray
	Dawn Kelley
	Patricia Doherty
	<b>Lori Thomas</b>
	<b>Luisa Montano</b>

<b>WORSHIP TEAM</b>	
Chair:	Barbara Smith (2015)
	Darlene Bowles (Altar Guild)
	George Anna Lunking (Ushers)
	Walt Roesch
	Nancy van der Walde
	Gene Pearson
	Mary Kreinbihl
	<b>Linda May (Acolyte trainer)</b>

<b>PRESCHOOL COMMITTEE</b>	
Chair	Roger Arnold
	Margaret Jackson (Preschool Director)
	Dwayne Weigel (Preschool Treasurer)
	Miguel Balderas (Pastor)
	Jenny Alvarado (Teacher)
	Monica Silvestro (Teacher)
	Jim Doman (Trustees rep)

## Millian Memorial UMC, Rockville (9430) Roster for Church Council

<b>Charles Thompson (Cmte Chair/Pres)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b> 12/31/2018
<b>Home Phone:</b> (301) 460-2789 <b>Cell Phone:</b> <b>Email:</b> thompsoncr@aol.com <b>Birthday:</b>	<b>Address:</b> 14424 Myer Ter Rockville, MD 20853-2301	
<b>Miguel Balderas (Pastor)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
<b>Home Phone:</b> (202) 841-0358 <b>Cell Phone:</b> (202) 841-0358 <b>Email:</b> mbald20879@gmail.com <b>Birthday:</b> May 11	<b>Address:</b> 7980 Inverness Ridge Rd Potomac, MD 20854-4009	
<b>Sheila Hopkins (Cmte Secretary)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b> 12/31/2018
<b>Home Phone:</b> (301) 774-4106 <b>Cell Phone:</b> <b>Email:</b> sashopkins@msn.com <b>Birthday:</b>	<b>Address:</b>	
<b>Nicole Andre (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 908-1624 <b>Cell Phone:</b> (301) 908-1624 <b>Email:</b> npeart@hotmail.com <b>Birthday:</b>	<b>Address:</b> 2608 Telluride Plac Silver Spring, MD 20901	
<b>Emelia Annum (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 428-0134 <b>Cell Phone:</b> (301) 996-8894 <b>Email:</b> annume@mail.nih.gov <b>Birthday:</b>	<b>Address:</b> 12022 Winding Creek Way Germantown, MD 20874-1955	
<b>James Doman (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b> 12/31/2018
<b>Home Phone:</b> (301) 946-2500 <b>Cell Phone:</b> (240) 462-5189 <b>Email:</b> jwdoman@verizon.net <b>Birthday:</b>	<b>Address:</b> 4701 Sunflower Dr Rockville, MD 20853-1753	
<b>Nancy A. Gray (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
<b>Home Phone:</b> (301) 340-1080 <b>Cell Phone:</b> (301) 273-9369 <b>Email:</b> nancythegray@yahoo.com <b>Birthday:</b>	<b>Address:</b> 3124 Gracefield Rd Apt 120 Silver Spring, MD 20904-5815	
<b>John Kelley (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
<b>Home Phone:</b> (301) 869-8010 <b>Cell Phone:</b> (240) 994-3811 <b>Email:</b> mrjk1b@verizon.net <b>Birthday:</b>	<b>Address:</b> 16545 S Westland Dr Gaithersburg, MD 20877-1226	
<b>Kathy Martin (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
<b>Home Phone:</b> (301) 946-2500 <b>Cell Phone:</b> (301) 793-1971 <b>Email:</b> kmartmillian@gmail.com <b>Birthday:</b>	<b>Address:</b> 2200 McAuliffe Dr Rockville, MD 20851	

## Millian Memorial UMC, Rockville (9430) Roster for Church Council

<b>Keith Risley (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (301) 942-5480 Cell Phone: Email: Birthday:	<b>Address:</b> .	
<b>Barbara Smith (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (301) 509-5915 Email: bls907@comcast.net Birthday:	<b>Address:</b> 5317 Manordfield Rd Rockville, MD 20853	
<b>Stanley Thomas (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
Home Phone: (301) 512-1288 Cell Phone: (301) 512-1288 Email: stanthomasjr@aol.com Birthday: February 21	<b>Address:</b> 4806 Tallahassee Ave Rockville, MD 20853-3143	
<b>Brenda Watson (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b> 12/31/2018
Home Phone: (301) 774-6008 Cell Phone: Email: brenjen77@msn.com Birthday:	<b>Address:</b> 13016 Parkland Dr Co Millian Memorial Umc Rockville, MD 20853	
<b>Dwayne Weigel (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (202) 531-1682 Email: dwayne4748@earthlink.net Birthday: August 10	<b>Address:</b> 13217 Vandalia Dr Rockville, MD 20853-	



## Millian Memorial UMC, Rockville (9430) Roster for Communications Ministry

<b>Harry Andre (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
<b>Home Phone:</b> <b>Cell Phone:</b> (301) 980-4597 <b>Email:</b> muzbeecool@msn.com <b>Birthday:</b>	<b>Address:</b> 2608 Telluride Pl Silver Spring, MD 20906-6163	
<b>Harold Brown (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 770-7882 <b>Cell Phone:</b> (301) 325-7135 <b>Email:</b> halbrown1@comcast.net <b>Birthday:</b>	<b>Address:</b> 1 Candytuft Ct Rockville, MD 20853-1538	
<b>Dawn Kelley (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 869-8010 <b>Cell Phone:</b> (240) 994-5795 <b>Email:</b> djkelley5@verizon.net <b>Birthday:</b>	<b>Address:</b> 16545 S Westland Dr Gaithersburg, MD 20877-1226	
<b>John Kelley (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 869-8010 <b>Cell Phone:</b> (240) 994-3811 <b>Email:</b> mrjk1b@verizon.net <b>Birthday:</b>	<b>Address:</b> 16545 S Westland Dr Gaithersburg, MD 20877-1226	
<b>Phil Lunking (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 340-0519 <b>Cell Phone:</b> <b>Email:</b> plumking@verizon.net <b>Birthday:</b>	<b>Address:</b> 1406 Gladstone Dr Rockville, MD 20851-1151	
<b>Barbara Smith (Cmte Member)</b>	<b>Term Start:</b> 10/15/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 946-2500 <b>Cell Phone:</b> (301) 509-5915 <b>Email:</b> bls907@comcast.net <b>Birthday:</b>	<b>Address:</b> 5317 Manordfield Rd Rockville, MD 20853	



## Millian Memorial UMC, Rockville (9430) Roster for Council on Ministries

<b>Nicole Andre (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 908-1624 Cell Phone: (301) 908-1624 Email: npeart@hotmail.com Birthday:	<b>Address:</b> 2608 Telluride Plac Siver Spring, MD 20901	
<b>Emelia Annum (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 428-0134 Cell Phone: (301) 996-8894 Email: annume@mail.nih.gov Birthday:	<b>Address:</b> 12022 Winding Creek Way Germantown, MD 20874-1955	
<b>Linda Canelas (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: Cell Phone: (240) 498-6978 Email: linsal910@gmail.com Birthday:	<b>Address:</b> 3313 Claridge Ct Silver Spring, MD 20902-2201	
<b>James Doman (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (240) 462-5189 Email: jwdoman@verizon.net Birthday:	<b>Address:</b> 4701 Sunflower Dr Rockville, MD 20853-1753	
<b>Nancy A. Gray (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 340-1080 Cell Phone: (301) 273-9369 Email: nancythegray@yahoo.com Birthday:	<b>Address:</b> 3124 Gracefield Rd Apt 120 Silver Spring, MD 20904-5815	
<b>John Kelley (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 869-8010 Cell Phone: (240) 994-3811 Email: mrjk1b@verizon.net Birthday:	<b>Address:</b> 16545 S Westland Dr Gaithersburg, MD 20877-1226	
<b>Kathy Martin (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (301) 793-1971 Email: kmartmillian@gmail.com Birthday:	<b>Address:</b> 2200 McAuliffe Dr Rockville, MD 20851	
<b>Keith Risley (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (301) 942-5480 Email: millianumc@gmail.com Birthday:	<b>Address:</b> 12900 Grenoble Dr Rockville, MD 20853-3333	
<b>Barbara Smith (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (301) 509-5915 Email: bls907@comcast.net Birthday:	<b>Address:</b> 5317 Manordfield Rd Rockville, MD 20853	

**Millian Memorial UMC, Rockville (9430)  
Roster for Council on Ministries**

<b>Stanley Thomas (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 512-1288 <b>Cell Phone:</b> (301) 512-1288 <b>Email:</b> stanthomasjr@aol.com <b>Birthday:</b> February 21	<b>Address:</b> 4806 Tallahassee Ave Rockville, MD 20853-3143	

<b>Dwayne Weigel (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 946-2500 <b>Cell Phone:</b> (202) 531-1682 <b>Email:</b> dwayne4748@earthlink.net <b>Birthday:</b> August 10	<b>Address:</b> 13217 Vandalia Dr Rockville, MD 20853-3352	

**Millian Memorial UMC, Rockville (9430)  
Roster for Memorials Ministry**

**Darlene Bowles (Cmte Chair/Pres)**

**Term Start: 02/24/2009**

**Term End:**

**Home Phone:** (301) 946-2500

**Cell Phone:**

**Email:** dhbsunset@verizon.net

**Birthday:**

**Address:** 4921 Morning Glory Ct  
Rockville, MD 20853-1638

**Millian Memorial UMC, Rockville (9430)  
Roster for Lay Members to AC**

<b>Dawn Kelley (Lay Member to AC)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
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**Home Phone:** (301) 869-8010  
**Cell Phone:** (240) 994-5795  
**Email:** djkelley5@verizon.net  
**Birthday:**

**Address:** 16545 S Westland Dr  
Gaithersburg, MD 20877-1226

<b>Dwayne Weigel (Lay Member to AC)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
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**Home Phone:** (301) 946-2500  
**Cell Phone:** (202) 531-1682  
**Email:** dwayne4748@earthlink.net  
**Birthday:** August 10

**Address:** 13217 Vandalia Dr  
Rockville, MD 20853-3352

## Millian Memorial UMC, Rockville (9430) Roster for Lay Leadership Dvlpmnt

<b>Miguel Balderas (Cmte Chair/Pres)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (202) 841-0358 Cell Phone: (202) 841-0358 Email: mbald20879@gmail.com Birthday: May 11	<b>Address:</b> 7980 Inverness Ridge Rd Potomac, MD 20854-4009	
<b>Nicole Andre (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 908-1624 Cell Phone: (301) 908-1624 Email: npeart@hotmail.com Birthday:	<b>Address:</b> 2608 Telluride Plac Siver Spring, MD 20901	
<b>Emelia Annum (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b> 12/31/2018
Home Phone: (301) 428-0134 Cell Phone: (301) 996-8894 Email: annume@mail.nih.gov Birthday:	<b>Address:</b> 12022 Winding Creek Way Germantown, MD 20874-1955	
<b>Carmen Boulware (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: Cell Phone: (202) 567-9780 Email: carmenboulware10@gmail.com Birthday:	<b>Address:</b> 6700 Belcrest Rd Apt 1129 Hyattsville, MD 20782-1358	
<b>Linda Canelas (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b> 12/31/2018
Home Phone: Cell Phone: (240) 498-6978 Email: linsal910@gmail.com Birthday:	<b>Address:</b> 3313 Claridge Ct Silver Spring, MD 20902-2201	
<b>John Kelley (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 869-8010 Cell Phone: (240) 994-3811 Email: mrjk1b@verizon.net Birthday:	<b>Address:</b> 16545 S Westland Dr Gaithersburg, MD 20877-1226	
<b>Linda May (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 774-4742 Cell Phone: Email: mayli@rcn.com Birthday:	<b>Address:</b> 4512 Mount Olney Ln Olney, MD 20832-1011	
<b>Keith Risley (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (301) 942-5480 Email: millianumc@gmail.com Birthday:	<b>Address:</b> 12900 Grenoble Dr Rockville, MD 20853-3333	
<b>Lori Thomas (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: Email: stanthomasjr@aol.com Birthday:	<b>Address:</b> 4806 Tallahassee Ave Rockville, MD 20853-3143	

**Millian Memorial UMC, Rockville (9430)  
Roster for Lay Leadership Dvlpmt**

**Marcella Welch (Cmte Member)**

**Term Start: 10/16/2018**

**Term End: 12/31/2018**

**Home Phone:** (301) 949-1486

**Cell Phone:**

**Email:** marcewelch1@yahoo.com

**Birthday:**

**Address:** 3005 S Leisure World Blvd Apt 509  
Silver Spring, MD 20906-8307



**Millian Memorial UMC, Rockville (9430)  
Roster for Lay Leaders**

**John Kelley (Lay Leader)**

**Term Start: 01/01/2017**

**Term End:**

**Home Phone:** (301) 869-8010  
**Cell Phone:** (240) 994-3811  
**Email:** mrjk1b@verizon.net  
**Birthday:**

**Address:** 16545 S Westland Dr  
Gaithersburg, MD 20877-1226

## Millian Memorial UMC, Rockville (9430) Roster for SPRC / PPRC

<b>Kathy Martin (Cmte Chair/Pres)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (301) 793-1971 Email: kmartmillian@gmail.com Birthday:	<b>Address:</b> 2200 McAuliffe Dr Rockville, MD 20851	
<b>MArgueritte Eimer (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 847-9994 Cell Phone: (240) 393-3476 Email: mardoneimr@verizon.net Birthday:	<b>Address:</b> 3330 N Leisure World Blvd Apt 211 Silver Spring, MD 20906-5646	
<b>Victor Garcia (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (301) 946-8941 Cell Phone: (202) 503-8250 Email: vhgarciae@gmail.com Birthday:	<b>Address:</b> 13009 Connecticut Ave Silver Spring, MD 20906-5100	
<b>Dawn Kelley (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 869-8010 Cell Phone: (240) 994-5795 Email: djkelley5@verizon.net Birthday:	<b>Address:</b> 16545 S Westland Dr Gaithersburg, MD 20877-1226	
<b>Pierre Moundou (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 200-8574 Cell Phone: (240) 435-9090 Email: moundoupierre@hotmail.com Birthday:	<b>Address:</b> 4609 Tynewick Terrace Silver Spring, MD 20906	
<b>Maria Sheetz (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (301) 384-8414 Cell Phone: Email: tsheetz@aol.com Birthday:	<b>Address:</b> 14708 Pebblestone Dr Colesville, MD 20905-5844	
<b>John Watson (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (301) 774-6008 Cell Phone: Email: johnwat2@msn.com Birthday:	<b>Address:</b> 1900 Narrows Ln Silver Spring, MD 20906-1139	



## Millian Memorial UMC, Rockville (9430) Roster for Trustees

<b>James Doman (Cmte Chair/Pres)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b> 12/31/2018
<b>Home Phone:</b> (301) 946-2500 <b>Cell Phone:</b> (240) 462-5189 <b>Email:</b> jwdoman@verizon.net <b>Birthday:</b>	<b>Address:</b> 4701 Sunflower Dr Rockville, MD 20853-1753	
<b>Mark Warner (Cmte Chair/Pres)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
<b>Home Phone:</b> (301) 437-9049 <b>Cell Phone:</b> <b>Email:</b> coachwarner@aol.com <b>Birthday:</b>	<b>Address:</b>	
<b>Hal Brown (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 460-5675 <b>Cell Phone:</b> <b>Email:</b> halbrown1@comcast.net <b>Birthday:</b>	<b>Address:</b> 1 Candytuft Ct Rockville, MD 20853-1538	
<b>Carolyn Goldman (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 460-8804 <b>Cell Phone:</b> <b>Email:</b> ckgoldman@comcast.net <b>Birthday:</b>	<b>Address:</b> 14408 Gaines Ave Rockville, MD 20853-2157	
<b>John Kelley (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 869-8010 <b>Cell Phone:</b> (240) 994-3811 <b>Email:</b> mrjk1b@verizon.net <b>Birthday:</b>	<b>Address:</b> 16545 S Westland Dr Gaithersburg, MD 20877-1226	
<b>Brian McGahey (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 946-2500 <b>Cell Phone:</b> (240) 565-9912 <b>Email:</b> bmcgahey@juno.com <b>Birthday:</b> September 12	<b>Address:</b> PO Box 2209 Rockville, MD 20847-2209	
<b>Luis Nuñez (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> <b>Cell Phone:</b> (202) 567-9780 <b>Email:</b> cabalaba@gmail.com <b>Birthday:</b>	<b>Address:</b> 6700 Belcrest Rd Apt 129 Hyattsville, MD 20782-1340	
<b>Andrea Sharp (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> (301) 460-6780 <b>Cell Phone:</b> <b>Email:</b> anjasnoopy@hotmail.com <b>Birthday:</b>	<b>Address:</b> 4616 Harlan St Rockville, MD 20853-2905	
<b>Roderick Williams (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
<b>Home Phone:</b> <b>Cell Phone:</b> (202) 674-0300 <b>Email:</b> roderickwilliams789@yahoo.com <b>Birthday:</b>	<b>Address:</b> 3310 Niles St Silver Spring, MD 20906-3965	

**Millian Memorial UMC, Rockville (9430)  
Roster for United Methodist Men**

<b>Keith Risley (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
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**Home Phone:** (301) 942-5480  
**Cell Phone:**  
**Email:**  
**Birthday:**

**Address:**

**Millian Memorial UMC, Rockville (9430)  
Roster for United Methodist Women**

**Nancy A. Gray (Cmte Chair/Pres)**

**Term Start:** 01/01/2018

**Term End:**

**Home Phone:** (301) 340-1080

**Cell Phone:** (301) 273-9369

**Email:** nancythegray@yahoo.com

**Birthday:**

**Address:** 3124 Gracefield Rd Apt 120

Silver Spring, MD 20904-5815

## Millian Memorial UMC, Rockville (9430) Roster for Worship Ministry

<b>Barbara Smith (Cmte Chair/Pres)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (301) 509-5915 Email: bls907@comcast.net Birthday:	<b>Address:</b> 5317 Manordfield Rd Rockville, MD 20853	
<b>Darlene Bowles (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: Email: dhbsunset@verizon.net Birthday:	<b>Address:</b> 4921 Morning Glory Ct Rockville, MD 20853-1638	
<b>Linda Hepner (Cmte Member)</b>	<b>Term Start:</b> 01/01/2018	<b>Term End:</b> 12/31/2018
Home Phone: (301) 946-2500 Cell Phone: Email: riuckinmd@yahoo.com Birthday:	<b>Address:</b> 708 Woodburn Rd Rockville, MD 20851-1048	
<b>Mary Kreinbihl (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (301) 949-2769 Cell Phone: (301) 575-4483 Email: tulip_mrk@yahoo.com Birthday: June 21	<b>Address:</b> 12310 Judson Rd Silver Spring, MD 20906-5036	
<b>Georgeanna Lunking (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: Email: plunking@verizon.net Birthday:	<b>Address:</b> 1406 Gladstone Dr Rockville, MD 20851-1151	
<b>Linda May (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 774-4742 Cell Phone: Email: maylin@rcn.com Birthday:	<b>Address:</b> 4512 Mount Olney Ln Olney, MD 20832-1011	
<b>Gene Pearson (Cmte Member)</b>	<b>Term Start:</b> 10/19/2018	<b>Term End:</b>
Home Phone: (301) 942-0860 Cell Phone: Email: gnbpearson@gmail.com Birthday:	<b>Address:</b> 11818 Dewey Rd Silver Spring, MD 20906-4881	
<b>Walter Roesch (Cmte Member)</b>	<b>Term Start:</b> 01/01/2017	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: Email: wroesj@verizon.net Birthday:	<b>Address:</b> 4705 Boilibg Brook Pkwy Rockville, MD 20852	
<b>Nancy van der Waide (Cmte Member)</b>	<b>Term Start:</b> 10/16/2018	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: Email: manfred.vanderwalde@aol.com Birthday:	<b>Address:</b> 14733 Myer Ter Rockville, MD 20853-2243	

**Millian Memorial UMC, Rockville (9430)  
Roster for Lay Servant Ministries**

<b>Quintin Doromal (Certified Lay Speaker)</b>	<b>Term Start:</b> 12/31/2013	<b>Term End:</b>
Home Phone: (301) 768-3015 Cell Phone: Email: qdoromal@gmail.com Birthday:	Address: 5526 Besley Ct Apt 206 Rockville, MD 20851-2429	
<b>John Kelley (Certified Lay Speaker)</b>	<b>Term Start:</b> 01/01/2009	<b>Term End:</b>
Home Phone: (301) 869-8010 Cell Phone: (240) 994-3811 Email: mrjk1b@verizon.net Birthday:	Address: 16545 S Westland Dr Gaithersburg, MD 20877-1226	
<b>Brian McGahey (Certified Lay Speaker)</b>	<b>Term Start:</b> 11/10/2011	<b>Term End:</b>
Home Phone: (301) 946-2500 Cell Phone: (240) 565-9912 Email: bmcgahey@juno.com Birthday: September 12	Address: PO Box 2209 Rockville, MD 20847-2209	





# Report of the Pastor

Baltimore-Washington Conference – Church Conference 2018



Numbers in parentheses refer to paragraphs of the 2016 *Book of Discipline*.

**This worksheet is provided for draft purposes only. The actual form must be completed and submitted through Arena at least 10 days prior to the scheduled date of your church conference.**

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.

<b>Church Name:</b>	Millian Memorial	<b>Church ID (4-Digit):</b>	9430
<b>Charge Name:</b>	Millian Memorial UMC	<b>District Name:</b>	GW
The Pastor shall give a report on the state of the church and an account of pastoral ministry as it relates to (¶ 340):			
<b>A</b>	<p><b>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.</b></p> <p>In this year 2018, we finish on time the Lay Leadership Development Report; I need to recognize the great job that this team did. Praise the Lord!</p> <p>I made some decisions to help the process to have healthy finances; with SPRC we adjusted the custodian and musician positions in order to relieve our financial struggle and reflected in our budget. We worked on a “real budget” that included all the different ministries.</p> <p>Also we recover the social hall in our office building as powerful place to rent in a near future. I need to recognize our brothers and sisters who gave their free time to do all this renovations. Praise God for that! They are from Iglesia de Dios, Pentecostal church.</p> <p>We have several conversations with our District Superintendent and Rodney Smothers to help us in this process to be alive. We make the decision that we don’t want to die, but the reality is harder than we expected. The conference has already supported us in this journey. Thanks to God for them.</p> <p>I have also visited the sick in the hospital, homes, or nursery homes. I called people who cannot attend service for different reasons.</p>		
<b>B.</b>	<p><b>Provide an update on the status of the vision / mission goals set for the prior year.</b></p> <p>Specially in this area, we have the same vision and mission:</p> <p>Mission Statement: Reaching and building up ALL people for Christ.</p> <p>Vision Statement: To be a Christ-centered church, positively impacting our neighborhood and world by helping our community replaces intolerance with love and justice for all.</p> <p>My personal vision in ministry is to see Millian continuing Outreach activities and empowering members of the community to be part of this ministry. Not only us working, but together as team. With God’s help.</p> <p>God brings me to this congregation, and God has supported me all this time. No matter anything, God is always with me in all this years. Thanks to God for the good days and also for the bad days, but until today I know I am here in Gods name.</p>		
<b>C.</b>	<p><b>Provide vision / mission goals for the upcoming year.</b></p>		



# Report of the Pastor

Baltimore-Washington Conference – Church Conference 2018



After we have a process to select new leadership, we are going to work precisely in this vision and mission.

The document that really reflects the situation and perception of what’s going on in Millian is the church council report. In this document we can see all the administrative elements including a narrative of what happens in Millian. For that reason I am attaching to this report part of this church council report:

**“Summary:**

In summary, we are struggling, but we are not dead – yet. There is still life at Millian. However, there are some members that feel that the Conference wants Millian to close. As suggested by Rev. Green, we have made the tough decisions to cut expenses by reducing the scope of work and salaries for those staff positions over which we have control. We request the Conference do the same with the assignment of a more junior Pastor with a salary package consistent with a small 75-85 person congregation. We believe with new church leadership and increased dialog with our District Superintendent and Bishop Easterling, we can create a “New Millian” that meets the needs of our church and community and achieves our church vision, “To be a Christ-centered church, positively impacting our neighborhood and world by helping our community replace intolerance with love and justice for all.”

Last, we appreciate the financial relief the Conference has afforded Millian throughout 2018. If the Bishop and the District Superintendent make a decision to recommend closing Millian based on our current inability to pay the full salary package for a Senior Pastor, the Council requests a meeting with Bishop Easterling and District Superintendent Green to explore whether EVERY option has been considered to allow Millian to survive.” (Chuck Thompson, church council chair)

I strongly recommend for every one to read this document.

- D. 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).**

I meet with my prayer partners in order to have support in my journey as pastor. I receive support from members of the conference in this journey as my District Superintendent, and conference staff. My devotionals moment every day helps me to understand that the only way to do this job is with Gods help, guidance and protection. For the next year I don’t have any option for continuing education.

\_\_\_\_\_  
Pastor Signature

\_\_\_\_\_  
Miguel Balderas  
Pastor Printed Name



# Baltimore-Washington Conference

The United Methodist Church

## Trustees Report (2018) Millian Memorial UMC

The trustees are amenable to the Church Conference and, as such, are required to make an annual report. Numbers in parentheses refer to paragraphs of the 2016 Book of Discipline.

A hard copy of this report does NOT need to be provided to the Presiding Elder of your Church Conference, but this form is required to be completed and submitted to the Baltimore-Washington Conference at least 10 days prior to your Church Conference.

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**Church**

GW | Millian Memorial || Rockville ||| 9430

1.) Organization for the current charge conference year was effective on the date listed below, by electing the following officers (no less than three, and up to nine persons).

**Organization Effective Date:**

01/03/2018

**President**

James Doman

-- Term Expires

12/31/2018

-----  
**Vice President**

-- Term Expires

-----  
**Secretary**

-- Term Expires

-----  
**Treasurer**

-- Term Expires



**Trustees Report (2018)**  
**Millian Memorial UMC**

-----  
**Member**  
Brian McGahey  
**-- Term Expires**  
12/31/2019

-----  
**Member**  
Phil Lunking  
**-- Term Expires**  
12/31/2018

-----  
**Member**  
Paul Harris  
**-- Term Expires**  
12/31/2019

-----  
**Member**  
Andre Sharp  
**-- Term Expires**  
12/31/2018

-----  
**Member**  
Roderick Williams  
**-- Term Expires**  
12/31/2019

**2.) Is the local church incorporated (para.2529.1)?**  
Yes

**3.) Name or names in which title to each piece of property is recorded, as shown by civil land records (¶¶2536, 2538) - Complete all applicable fields.**

**Church Building**

**Building #1 Name**  
Chapel/Office



**Trustees Report (2018)**  
**Millian Memorial UMC**

**-- B1: County Where Building is Located**  
Montgomery

**-- B1: State Property Tax #**  
520667977

**-- B1: Liber #/ Folio Page in Civil Land Records**  
Liber # 2568 /Folio #398

-----

**Church Building**

**Building #2 Name**  
Sanctuary

**-- B2: County Where Building is Located**  
Montgomery

**-- B2: State Property Tax #**  
520667977

**-- B2: Liber #/ Folio Page in Civil Land Records**  
Liber # 2568 /Folio #398

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**Parsonage**

**Building #3 Name**

**-- B3: County Where Building is Located**

**-- B3: State Property Tax #**

**-- B3: Liber #/ Folio Page in Civil Land Records**

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**Parsonage**

**Building #4 Name**

**-- B4: County Where Building is Located**

**-- B4: State Property Tax #**

**-- B4: Liber #/ Folio Page in Civil Land Records**

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**Trustees Report (2018)**  
**Millian Memorial UMC**

**Other**

**Building #5 Name**

EDUCATION BUILDING

**-- B5: County Where Building is Located**

Montgomery

**-- B5: State Property Tax #**

520667977

**-- B5: Liber #/ Folio Page in Civil Land Records**

Liber# 2568 /Folio #398

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**Other**

**Building #6: Name**

**-- B6: County Where Building is Located**

**-- B6: State Property Tax #**

**-- B6: Liber #/ Folio Page in Civil Land Records**

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**Who is the custodian of deeds and other legal papers?**

Chairman of Trustees (presently James Doman)

**-- Where are they kept?**

Safe in Chapel/Office

**4) Does each deed contain trust clause (para. 2503)?**

No

**5) Do you Have a long-term plan for the replacement of facilities and equipment as they deteriorate?**

No

**6.) Insurance (para. 2533.2, 2550.7) - Complete all applicable fields.**

**Church Buildings**

**Trustees Report (2018)**  
**Millian Memorial UMC**

**Replacement Value**

\$ 4,910,000

**Amount of Coverage**

\$ 5,916,000

**Type of Coverage**

Property, liability, systems, water damage, sexual acts liability

**Insurer**

Brotherhood Mutual Ins., Co.

**Policy Expiration Date**

03/08/2020

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**Parsonages**

**Replacement Value**

**Amount of Coverage**

**Type of Coverage**

**Insurer**

**Policy Expiration Date**

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**Church Furnishings and Equipment**

**Replacement Value**

**Amount of Coverage**

**Type of Coverage**

**Insurer**

**Policy Expiration Date**

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**Parsonage Furnishings and Equipment**

**Replacement Value**

**Amount of Coverage**



**Trustees Report (2018)**  
**Millian Memorial UMC**

**Type of Coverage**

**Insurer**

**Policy Expiration Date**  
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**Vehicle(s)**

**Replacement Value**

**Amount of Coverage**

**Type of Coverage**

**Insurer**

**Policy Expiration Date**  
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**General Liability**

**Amount of Coverage**

\$ 1,000,000

**Type of Coverage**

Liability

**Insurer**

Brotherhood Mutual Ins., Co.

**Policy Expiration Date**

03/08/2020  
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**Worker's Compensation**

**Insurer**

Brotherhood Mutual Ins., Co.

**Expiration Date**

03/08/2019  
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**Directors and Officers/Errors and Omissions/Crime**



**Baltimore-Washington Conference**

The United Methodist Church

**Trustees Report (2018)  
Millian Memorial UMC**

**Amount of Coverage**

\$ 100,000

**Type of Coverage**

Errors and omissions

**Insurer**

Brotherhood Mutual Ins., Co.

**Expiration Date**

03/08/2019

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**Professional Liability**

**Coverage (Including  
Sexual Misconduct)**

**Amount of Coverage**

\$ 1,000,000

**Type of Coverage**

Profesisonal Liability

**Insurer**

Brotherhood Mutual Ins., Co.

**Expiration Date**

03/08/2019

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**Have the buildings been inspected for fire and other safety hazards within the past year?**

Yes

**Have you assessed the of replacement value within the last 5 years?**

Yes

**-- Who performed the assessment?**

Brotherhood Mutual Ins., Co.

**Does the church have a Safe Sanctuary Policy?**

Yes

**Is the amount of insurance adequate?**

Yes

**Has an annual accessibility audit for church properties been conducted (§ 2533.6)?**

Yes

**If needed, have you developed an accessibility plan?**

No



**Baltimore-Washington Conference**

The United Methodist Church

**Trustees Report (2018)  
Millian Memorial UMC**

**Trustee Chair Signature:**  
James Doman

**Date Signed**  
10/08/2018

**Form Status:**  
Complete

**MILLIAN MEMORIAL UMC CHURCH COUNCIL REPORT**  
**Meeting Scheduled for October 25, 2018**

Since Millian's September 16, 2017 Church Annual Meeting with the District Superintendent, the Church Council has been convened on the following dates:

- December 18, 2017
- February 15, 2018
- March 12, 2018
- April 23, 2018
- May 24, 2018
- June 26, 2018

Electronic copies of all Council Meeting Minutes are available upon requests to the Council Chair, or the church office.

**Ad Hoc Meetings with Key Chair Persons and Other Church Leaders**

- March 20, 2018
- May 9, 2018
- May 20, 2018

**Other meetings/Important Communications**

- Monthly Leadership Meetings (key leaders selected by Pastor Balderas, meeting leader), to problem solve and make recommendations for next steps.
- Weekly meetings between the Pastor, Lay Leader and Council Chair to strategize, problem solve and deal with the issues related to congregant concerns, and i.e. poor communication between the Pastor and the Leadership team with the Congregation as a whole.
- May 29, 2018 email correspondence and accompanying letter correspondence to Rev. Gerard Greene, District Superintendent and Bishop LaTrelle Easterling, BWC, from Ms. Kathy Martin, Chair, Millian's SPRC. The letter described Millian's status and requested a meeting with the District Superintendent to explore options for Millian going forward (See Appendix A 1 and 2).
- May 29, 2018 Email Response from Rev. Green, District Superintendent RE: Millian's May 29, 2018 correspondence. Rev. Green (See Appendix A 3.)

**Current Status**

Since our annual meeting last year, the Pastor, Council and other church leaders have continued to struggle with significant financial and programmatic problems related to the management of the church's operations, including both financial and church mission/outreach programs. In mid-May, church leaders met and recommended the following:



- Continue not paying apportionments until the church is financially stable;
- Take funds out of investments to meet operational expenses;
- Reduce custodial service costs – as suggested by DS in his response to our email – if we are unable to pay Pastor, then we must cut staff;
- Reduce music ministry costs – as suggested by DS in his response to our email – if we are unable to pay Pastor, then we must cut staff;
- Since personnel costs related to the pastor’s salary and benefits are the largest cost element, the group discussed options for reducing those costs. Discussion items included:
  - Asking conference support for the pastor’s salary (e.g. health insurance and pension benefits);
  - Cost sharing with the conference the pastor’s annual base salary;
  - Sharing the pastor with another congregation;
  - Seeking help from the District Superintendent to identify options available that we have not considered.

As noted above, on May 29, 2018, Ms. Kathy Martin, Chair, SPRC, conveyed those recommendations to Rev. Gerard Green, District Superintendent and Bishop LaTrelle Easterling. Rev. Green, D, responded to our letter via e-mail on May 29, 2018 (See Appendix A-3). In that response, Rev. Green stated clearly that it was up to Millian congregants to make decisions related to their revitalization efforts and formulate a plan for survival as a church. And again, if Millian was unable to pay the pastor, then they must cut staffing.

The following are the 5 recommendations in the original correspondence to Rev. Green, and the current status of each:

**Recommendation 1: Continue not paying apportionments until the church is financially stable**

**Status:** Unfortunately, we continue to lack the monthly income to resume paying our apportionments. As of September 30, 2018, we have only paid \$4,969.25 of our expected 2018 payment of \$61,758.00 apportionments. Based on current income vs. expenses, we don’t anticipate paying apportionments for the remainder of the year. One of the issues we face that exacerbates our financial problems is a lack of focus on stewardship within the church leadership. There was no stewardship campaign in 2016, a minimal effort in 2017 and no stewardship campaign thus far in 2018. The Pastor and the congregational leadership must both be held accountable for this lack of leadership.

**Recommendation 2: Take funds out of investments to meet operational expenses**

**Status:** In Rev. Green’s response to our email and letter, he recommended not dipping into investments for current expenses/operations. However, due to a lack of funds for payroll and other expenses, we have had to use investments for that purpose. As of September 30, 2018, we have had to withdraw \$3,500.00 from our reserve investment account to pay on-going expenses. The Finance Committee and Church Council agreed to this action with the caveat that those withdrawals be returned to our investment account when we become more financially stable. In

September, 2018, the Trustees and Council approved the sale of the church van for \$16,000.00. These funds are already being used for operational expenses, in lieu of our investments, to diminish the hit on those investments. If, however, our income continues to be less than our obligated expenses and we have expended all of the dollars from the sale of the van, the investments will again have to be used.

### **Recommendation 3: Reduce Custodial Service Costs**

**Status:** In September, 2018 the scope of the custodial duties for the church and Pre-school was reduced. The Pre-school hired their own custodian. For the church custodian, the salary was reduced from \$26,160 to \$15,912, a savings of \$10,248. The performance under this reduced scope will be evaluated to insure the levels of cleanliness remain high.

### **Recommendation 4: Reduce Music Ministry Costs**

**Status:** Starting in January, 2019, the Director of Music's hours will be reduced. The salary will be reduced from \$36,400 to \$22,100. The music programs will be modified to accommodate the reduced hours. With the director's hours reduced, less time will be available for choir, bells and other ancillary music forms and groups for worship. . The reality is these music ministries are barely functioning due to a lack of congregant participation. However, a robust music program can be a catalyst for growth. Therefore, this ministry must be evaluated to determine what the best approach to the music Ministry is at this time in the life of our church.

### **Recommendation 5: Reduce Staffing/Personnel Costs**

We have reduced the salaries and scope of work for both the custodian and the director of music. In the letter to Rev. Green, we stated the personnel costs related to the pastor's salary and benefits are the largest cost element. Since Millian has no control over the Pastor's salary and benefits, we proposed options such as:

- Asking conference support for the pastor's salary (e.g. health insurance and pension benefits);
- Cost sharing with the conference the pastor's annual base salary;
- Sharing the pastor with another congregation;
- Seeking help from the District Superintendent to identify options available that we have not considered.

**Status:** In Rev. Green's response to our correspondence he stated, "Some difficult decisions need to be made, but the members of Millian are the ones who need to make those decisions". The following financial data have to be considered in making the decisions:

1. As of 10/31/2018, Millian owes \$6,883.25 for past due Medical Premiums for Pastor Balderas.
2. As of 10/31/2018, Millian owes \$10,021.50 for past due contributions to the Pastor's Pension Plan.
3. As of 10/31/2018, we are behind \$56,788.75 in the payment of our 2018 apportionments.

## **Actions Requested by the Conference for 2019**

Based on our analysis of the current situation and the futility of our internal efforts to resolve our financial issues, the Millian congregation requests the District Superintendent Green and Bishop Easterling consider the following actions to help Millian survive the remainder of this year and calendar year 2019:

1. Review the algorithm/formula for determining the amount of our apportionment. Currently our apportionment goal set by the conference is \$61,758.00. That goal represents 18% of our 2018 budget. That amount is totally un-realistic for a church that has an average weekly attendance at 3 services of 75-85 (including children). The number of members who have contributed regularly in 2018 is 42. There has been no pledge campaign this year, minimal last year, and no pledge campaign in 2016. We should anticipate a decrease in the pledges for 2019. Our 2019 budget will reflect that.
2. Assign a less senior Pastor with a smaller salary package to Millian as soon as possible. It's evident Millian cannot continue with a Senior Pastor with a salary package projected at \$117,632 for 2019. This figure reflects the salary package dictated by the Conference. For the 2019 budget, the Finance Committee will adjust the 2019 budget to reflect the reality of what we can pay. Since we have not been able to pay pension and benefits throughout most of 2018, it's evident we are going to need help in 2019. We request the conference continue payment of Pastor Balderas' benefits and pension until a new Pastor is assigned. If Millian's financial status improves, we will attempt to start paying those obligations and, if possible, pay towards the payments we owe from early 2018.
3. Assign a Pastor who can work with the congregation to re-vitalize Millian. Currently we don't have a vision of what we need to become and we don't have leaders who can provide that. We do have lots of ideas that have been generated through numerous meetings and brain-storming sessions. In March 2017, we created a one year Strategic Plan that was a good start to at least re-think who we are and what we need to do going forward. Unfortunately, attempts to implement the actions in that plan were not successful, generally because of the failure of the Pastor and leaders who could not agree on a strategy for implementation. The "Plan" became "Shelf-ware".
4. Reconsider Millian's request to join with another congregation or share a Pastor with another congregation (a "Circuit Rider Pastor" commonly seen in small churches.) In February, 2018, the Church Council met with Dr. Rodney Smothers to discuss the "state of Millian". Dr. Smothers asked that Millian reassess its resources and make decisions that will allow the church to live within its means. He suggested investigating joining another church and sharing resources (legacy church). These ideas have been presented to the Conference and have evidently not been favorably considered since Pastor Balderas was re-assigned to Millian for 2019. We do not know actual outcome of our request since we have had no discussion with the DS and Bishop about this request.. Dr. Smothers and Rev. Green also recommended Millian explore finding other sources of income. Presently Millian has three tenant churches that provide approximately 21% of

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our operating budget. We are exploring other income opportunities related to using our buildings and grounds space.

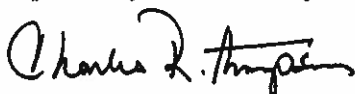
5. We need help from the Conference exploring how to increase our membership and bring new people to Christ, through innovative program/outreach design. We do not have internal leadership that can focus on strategies that would help Millian itself expand while expanding Disciples for Christ.

**Summary:**

In summary, we are struggling, but we are not dead – yet. There is still life at Millian. However, there are some members that feel that the Conference wants Millian to close. As suggested by Rev. Green, we have made the tough decisions to cut expenses by reducing the scope of work and salaries for those staff positions over which we have control. We request the Conference do the same with the assignment of a more junior Pastor with a salary package consistent with a small 75-85 person congregation. We believe with new church leadership and increased dialog with our District Superintendent and Bishop Easterling, we can create a “New Millian” that meets the needs of our church and community and achieves our church vision, “To be a Christ-centered church, positively impacting our neighborhood and world by helping our community replace intolerance with love and justice for all.”

Last, we appreciate the financial relief the Conference has afforded Millian throughout 2018. If the Bishop and the District Superintendent make a decision to recommend closing Millian based on our current inability to pay the full salary package for a Senior Pastor, the Council requests a meeting with Bishop Easterling and District Superintendent Green to explore whether EVERY option has been considered to allow Millian to survive.

Respectfully submitted by,



Charles R. Thompson, PhD  
Chair, Millian Memorial UMC Church Council

Appendix A: Correspondence between Ms. Kathy Martin, Chair Millian SPRC and Rev. Gerard Green, District Superintendent

Appendix A  
E-mail and Written Correspondence with the District Superintendent and Bishop, Baltimore-  
Washington Conference

**1. Email from Kathy Martin to Rev. Gerard Green, District Superintendent with Cc to Bishop LaTrelle Easterling**

**From:** Kathy Martin <[kmartmillian@gmail.com](mailto:kmartmillian@gmail.com)>  
**Sent:** Tuesday, May 29, 2018 8:02 AM  
**To:** Gerard Green <[GGreen@bwcumc.org](mailto:GGreen@bwcumc.org)>  
**Cc:** Bishop Easterling <[bishoppeasterling@bwcumc.org](mailto:bishoppeasterling@bwcumc.org)>; Chuck Thompson <[thompsoncr@aol.com](mailto:thompsoncr@aol.com)>; John Kelley <[mrjk1b@verizon.net](mailto:mrjk1b@verizon.net)>; Miguel Balderas <[mbald20879@gmail.com](mailto:mbald20879@gmail.com)>

**Subject:** Millian Memorial UMC

Dear Rev. Dr. Green,

Attached is a letter that describes the financial situation at Millian. Millian sends this letter to you to request guidance and assistance from the BWC regarding the fact that Millian is a dying church.

- We are not sure of making payroll and paying our regular bills every week
- We have not been able to bring in new parishioners
- We cannot pay our monthly apportionment to the BWC, and
- As such, we are failing as a United Methodist Church.

We have met in our monthly church council meeting and stated as a group that we don't want to die. But, the strife surrounding our finances, specifically paying the Pastor's salary, is driving a wedge between parishioners and causing even more problems. Because of our financial situation we cannot come together to become Church.

Millian respectfully requests your guidance in how we should proceed and would like to meet with you as soon as possible to discuss Millian's inability both financially and corporeally to be Church.

Please let us know, coordinating with Pastor Balderas, when you can visit with us to discuss how the BWC can help Millian become Church again.

God's grace and blessings to you,

Kathy Martin  
Millian Memorial UMC  
SPRC Chair

## **2. Attached Formal Correspondence submitted to Rev. Gerard Green with Cc. to Bishop LaTrelle Easterling**

May 29, 2018

Dear Rev. Dr. Green,

The purpose of this correspondence is to make you aware of Millian Memorial United Methodist Church's current status in dealing with continued problems that were articulated in our September 16, 2017 submission for our annual church meeting. The following are excerpts from that submission:

"The administrative council has continued to be concerned about the financial status of the church to include the following" (original text edited for brevity):

- Millian's inability to pay our full apportionments due to a lack of monthly cash flow.
- Rising costs due to an aging infrastructure. Routine building maintenance costs and unanticipated costs (e.g. flooding in parts of the church buildings and repair costs for the elevator repair) have continued to rise (specifics are documented in the Trustee and Finance Committee reports included in each Council meeting minutes);
- Concerns related to a smaller participating congregation and the inability to meet both the financial and mission/vision for Millian:
  - Many older congregants transitioning to other geographic areas and different living areas (e.g. assisted living, etc.);
  - Normal attrition due to death or moving outside the area;
  - The lack of growth in the congregation. In 2016, our average attendance was 75 for a given Sunday (this included all services). While no analysis of 2017 attendance was done for this report, the numbers appear similar, or perhaps less. One real concern is the number of new visitors who do not come back after 1-2 visits. We need more understanding of why Millian's worship experiences do not seem to meet their spiritual needs. With Pastor Miguel focusing on multi-cultural worship experiences and out-reach to our multi-cultural neighbors, Millian anticipated a growth in attendance from the Hispanic community. We have seen flat or minimal growth in that community. We have, however, been blessed with some growth in congregants from Africa and other countries. The growth, however, is not as great as our attrition of other members.
- An inability to fill leadership positions in the church. While we have a good Strategic Plan that has actionable objectives, in many instances we don't have people to fill committee leadership or member positions. Thus, church programs are not as robust or consistent as they could be. There remains concern that the plan's goals and objectives cannot be met without full commitment by ALL Millian congregants."

Since 2016, the Millian Leadership team, including the church committee chairs, have taken the following steps to problem solve and determine next steps for going forward:

- May, 2017 - Congregational 360 Evaluation Administered via Questionnaire to all congregants
- May – June, 2017 – Advisory committee Analysis of Evaluation Data

- June 11, 2016 – Results of the 360 Evaluation presented to Congregation
- June 2016 – March 2017 – Advisory Committee finalized Strategic Plan
- March 10, 2017 – Strategic Plan Approved by the church council and copies provided to the congregation
- March 2017 to Present – continued implementation of the 360 evaluation recommendations
- February, 2018 – Dr. Smothers met with the Millian council and presented strategies “dying” churches have used to re-vitalize their church
- March 2018, a unanimous vote by the church council to work to revitalize the church

In the last two months, however, our financial situation has become more serious. In April we had insufficient funds to meet basic operational needs of the church, such as paying payroll. We also had to delay payment of on-going expenses such as utilities and insurance. Some congregants paid their May tithe early in order to pay on-going expenses.

On May 15, 2018, a group of committee chairs and other church leaders met with the pastor with the objective to identify measures that can be taken immediately to stabilize our financial situation. The group recommended the following:

- Continue not paying apportionments until we are financially stable;
- Take dollars out of reserves to meet operational expenses;
- Reduce custodial service costs;
- Reduce music ministry costs;
- Since personnel costs related to the pastor’s salary and benefits are the largest cost element, the group discussed options for reducing those costs. Discussion items included:
  - Asking conference support for the pastor’s salary (e.g. health insurance and pension benefits);
  - Cost sharing with the conference the pastor’s annual base salary;
  - Sharing the pastor with another congregation;
  - Seeking help from the District Superintendent to identify options available that we have not considered.

As you can determine from the points raised in this letter and previous discussions we’ve had with you, we are at a place in the life of Millian UMC that we must have frank discussions with you about the options available to us as a struggling UMC congregation. We request that you work with Pastor Balderas to coordinate a meeting with the church council as soon as possible to explore next steps for us. Our next church council meeting is scheduled for June 18, 2018 at 7:00 p.m.

Yours in Christ,

Pastor Miguel Balderas  
 Kathy Martin, SPRC Chair  
 John Kelley, Lay Leader  
 Chuck Thompson, Church Council Chair

### **3. Response from Rev. Gerard Green, via E-mail**

RE: Millian Memorial UMC

Tue, May 29, 2018 3:27 pm

Gerard Green (ggreen@bwcumc.org)To:you + 4 more Details

Dear Ms. Martin,

Grace and peace to you in the name of our Lord and Savior Jesus Christ. I pray that this communication finds you well. Thank you for your letter describing concerns related to the financial situation at Millian.

As you are aware, I have met with your Council Chair, Mr. Chuck Thompson, your Lay Leader, Mr. John Kelley, and Pastor Balderas concerning the progress at Millian. You have a strategic plan that was developed after having gone through a Readiness 360. When I met with Pastor Balderas, Mr. Thompson and Mr. Kelley, I also invited Dr. Smothers to sit in and listen to the conversation. As a result of that meeting, Dr. Smothers met with your council and presented strategies that churches have used to revitalize their church. In follow up conversations with Pastor Balderas after the council, he spoke of a desire on the part of the congregation to take the necessary steps to become a vital congregation. He also mentioned that there was a small but vocal group within the congregation that felt as though the church should close.

In your communication you state that on May 15, 2018, there was a meeting to discuss measures to address your financial situation. You presented a number of options. Which ones do you wish to move on? What decisions were made? You have requested that Pastor Balderas and I work to coordinate a meeting to have frank discussions about options. I request that you work with Pastor Balderas, to have the frank discussions with each other and develop a plan that the members of Millian are willing to invest in. You have begun the work. Some difficult decisions need to be made, but the members of Millian are the ones who need to make those decision. The leadership at Millian has their pulse on whether the membership is willing to commit to revitalization or not.

I would recommend that you not continue to dip into your reserves in order to pay current expenses. If your current finances will not accommodate current staffing you must reduce staffing. What are the ministries that are vital to Millian? In what ministries are you willing to invest in order that Millian might become vital to the community in which it is located.

I will be in conversation with Pastor Balderas regarding when Millian will be prepared to present the plan for moving forward.

Sincerely,

Gerard Green



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**Appendix B**  
**Church Council Meeting Minutes**



**Minutes of the**  
**Church Council Meeting**

**June 26, 2018**

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## Church Council Meeting

June 26, 2018

7:00 PM

### **Present:**

Rev. Dr. Miguel Balderas, Chuck Thompson, Dwayne Weigel, Dawn and John Kelley, Paul and Peggy Harris, Roger Arnold, Stan and Lori Thomas, Edith Williams, Kathy Martin, Jim Doman, Hal Brown, Phil and George Anna Lunking, and Brenda Watson. (Attachment 1)

### **Welcome & Devotion:**

Chuck Thompson opened the meeting with a devotion from the Daily Bread, entitled "A Still Small Voice" followed by the Leadership Team Prayer written by John Kelley. The May 24, 2028 council minutes were approved as written.

### **Special Reports**

#### **Van Analysis**

At the May 24<sup>th</sup> meeting Kathy Martin and Dwayne Weigel were asked to prepare an analysis of the van's expenses versus van rental costs. Kathy Martin and Jim Doman presented the requested analysis. Kathy Martin gave a handout (Attachment 2) which showed the annual maintenance costs of the church van and the Enterprise van rental costs. Jim Doman stated the resale price would be between \$16,000 to \$19,000. Jim has set up a Millian account on Craigslist but has not put the van up for resale. It was suggested that our first outreach should be to our other congregations to see if any are interested in purchasing the van. Dwayne Weigel said that Konni Brantner of St. Matthew's church is interested. Dawn Kelley suggested that a "For Sale" sign on the van would be an option. The question came up about where the van sale proceeds would be placed, in a separate account for future van rentals or to offset operating expenses. Dawn Kelley stated that she felt the money could be split between a van rental fund and the operating expense budget. Dwayne Weigel said that soon Millian will no longer be participating in Camp Joy due to lack of adults willing and able to attend. The following motion was made by Kathy Martin.

**MOTION:** That Millian Memorial UMC sell the church van and deposit the funds in an account deemed appropriate by the Church Council. Motion seconded and carried.

Jim Doman, as Trustee Chairperson, said that he will be away for the months of July and August. The Trustee Committee will be meeting on Monday, 7/2, and at that time an

interim representative will be chosen who can administer the sale if necessary. Kathy Martin asked that a floor price be set for the sale and made the following motion.

**MOTION:** That the Trustee representative administering the sale of the van can accept \$17,500 or more for the van. Motion seconded and carried.

John Kelley asked that the Trustees advise Chuck Thompson who will be replacing Jim Doman during his absence.

**AMENDMENT TO THE MOTION:** The Kelly Blue Book should be used to establish a minimum price for the sale of the van.

### **Joining with Another Congregation**

Pastor Balderas provided a handout (Attachment 3). The Book of Discipline, Paragraph 206 speaks to the different types of Cooperative Parishes. When merging churches, the needs of both congregations need to be considered. Churches cannot begin conversations with other churches. These conversations will be brokered through the DS. Questions to be answered involve finances, financial reserves, membership, indebtedness, etc. Pastor Balderas is meeting with the DS on 6/27 for further discussion. Chuck Thompson and John Kelley will meet with Pastor Balderas on 7/3 to receive feedback from this meeting and then communicate discussion with the church council. The Pastor said that the DS told him that Glenmont UMC should not be considered. Lori Thomas stated that we must think about the feasibility of moving forward because we only have so much energy and need to prioritize what we are able to do.

Roger Arnold asked if the audio recording of the church council meetings could be made available through the website. John Kelley said he has been considering whether these recordings should be made "public." He felt that the recordings could be encrypted and password protected. Members of the congregation could contact the church office to receive the password. John also said he can burn CD's which could also be picked up in the church office.

### **Proposed Budget for 2018 (remaining) and 2019**

Dwayne Weigel said that the budget (Attachment 4) is a work in progress. We are not budgeting any apportionment payments for 2019. He is waiting for SPRC to give him new numbers for changes in the salaries of the custodial and music director positions. The current version of the budget has a deficit of \$38,828. All outreach programs will be moved from restricted accounts to budgeted expenses. Roger Arnold that the budget could be reduced with a church merger, sharing a pastor or having a younger minister with a lower salary. Stan Thomas asked about the 5003 equipment-copier account. Brenda Watson stated that the costs include the maintenance contract, toner and supplies, fee (per copy) for both black and color copies. Temporary account 5580 is used

to pay for custodial substitutes during vacation and sick leave. The 5630.1 Honorariums is used for visiting pastors and other speakers/guests who lead worship. The Ghanaian church is still planning to leave, maybe by the end of July. Pastor Balderas stated that the Church of God has offered to paint the Social Hall. The Pastor has asked Jim Doman to work with them to supply the materials needed for this project. The Church of God knows of two other churches who would be interested in renting this space after it has been restored. Dwayne will present an updated budget by September 1<sup>st</sup>.

### **SPRC**

Kathy Martin said that the salary for the Music Director position will be cut by \$11,500 a year.

Pastor Balderas and John Watson have received quotes and bids from 3 cleaning companies 2 individuals. They have worked with Margaret Jackson in conducting interviews with prospective companies. Kathy Martin said that the final decision will be made by September 1, 2018.

### **Tabled Motion from May 24<sup>th</sup> Meeting**

At the May 24<sup>th</sup> meeting, Edith Williams motioned that the Council submit a letter to Bishop Easterling to appoint a new pastor at Millian (Attachment 5). At that time Chuck recommended that the motion be tabled until later. A letter was sent to the Rev. Dr. Green and he responded. Pastor Balderas has been appointed to Millian for another year and the Millian congregation must continue to pay his salary. He advised that if our current finances will not accommodate current staffing we must reduce staffing salaries. He will be in conversation with Pastor Balderas regarding when Millian will be prepared to present our plan for moving forward. The DS has addressed the Millian congregation, however, individuals may write to the DS and Bishop with their concerns regarding the future and success of Millian.

### **Additional Comments**

Chuck said that we need to focus on the Leadership for 2019. Leaders need to recruit replacements as terms expire.

Pastor Balderas said that he will be meeting tomorrow with the conference to discuss which grants are available.

Stan Thomas brought forth a motion.

MOTION: Mr. Chairman, I move that the Millian Memorial UMC cease mailing its monthly newsletter, with the final mailing being the September 2018 issue. The newsletter is available on Millian's website and 30 copies can be printed for pickup in

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the narthex each month. This would save over \$300 annually (Attachment 6). Motion seconded and passed.

John Kelley said that we spend most of our time conducting business and discussing our financial status which is important. However, we should not neglect the role of the church to nurture the congregation and community in outreach and shared worship. We are all invested both financially and spiritually in Millian Church.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Brenda Watson

Acting Recording Secretary

ADMIN COUNCIL

Attachment 1

6/26/18

SIGN IN

- 1 Dwayne Weigel
- 2 Phil Luttinger
- 3 George Anne Luttinger
- 4 Stan & Leri Thomas
- 5 Peggy Harris
- 6 Hans Harris
- 7 David Kelley
- 8 Brenda Waters
- 9 Hal Brown
- 10 ~~John Kelley~~
- 11 John Kelley
- 12 James Bowen
- 13 Edith Williams
- 14 Chuck Thompson
- 15 Pastor Balderas
- 16 Roger Arnold

Attachment 2

Enterprise Rentals - For Week of July 15, 2018 thru July 21, 2018

## 15 passenger Van

[Details](#)

Ford Transit Wagon or similar

AUTOMATIC



SAVE \$ 54.35

PAY LATER

\$1,090.12

\$ 974.99 Per Week

PAY LATER

PAY NOW ⓘ

\$1,035.77

\$ 926.24 Per Week

PAY NOW

Rate Comparison

25 Gallon gas tank – 2 fill ups @ \$3.00/gallon:  $(25 \times \$3.00) \times 2 = \$150.00$

2 Trips per year Gas	\$ 300.00
7-Day Rental	\$1,090.12
1-Day Rental	<u>\$ 155.72</u>
<b>TOTAL</b>	<b>\$1,545.84</b>

## Attachment 2

### Other Rental Possibilities -

#### Full Size SUV

Ford Expedition or similar

AUTOMATIC



[Details](#)

PAY LATER

\$ 150.00

Per Day

\$ 167.75

Total  
[Price Details](#)

SELECT

#### 7 Passenger Minivan

Dodge Grand Caravan or

similar

AUTOMATIC



[Details](#)

PAY LATER

\$ 130.00

Per Day

\$ 145.45

Total  
[Price Details](#)

SELECT

### FORD 15 PASSENGER VAN

The van was purchased on 6/24/2012 for \$26,050.00

The only reimbursements for maintenance have been:

\$246.22 – Repairs 7/22/12

\$767.32 – Tires 8/15/12

\$ 63.02 – Oil Change 1/13/13

\$239.75 – Jiffy Lube, Car Wash and Gas – 6/11/2013

\$161.50- Vehicle Tag renewal 6/20/2014

\$1777.81/5.5 =

Avg. Annual Maintenance and Registration Costs:

\$ 268.69

Gasoline 2 Trips per Year

\$ 300.00

Annual Insurance Costs:

\$1,045.00

**TOTAL**

**\$1,613.69**



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## Attachment 3

### Joining with another congregation

June 24, 2018

Depends on what we want to do. Paragraph 206 and following speaks of the different types of Cooperative Parishes.

A question to keep in mind has to do with whether they are looking to share a pastor.

Another factor is related to their financial situation.

No congregation wants to take on another congregation's debt, per se.

Do not begin conversations with either congregation. Millian must first assess its situation and decide what option they would like to pursue. Those conversations are brokered through the DS.

- Let's begin with a fund balance report, which details the financial situation.
- What is the current membership? Have any new member joined in the last two years.
- What financial reserves are available?
- What is the current church indebtedness?
- There was mention in an email of the congregation not having adequate funds in the bank to address current expenses. Is that accurate?
- These are some of the questions other congregations may need to have answered before becoming part of a two point charge.
  - Becoming part of a two point charge only works if both congregations go in with clarity about what it means to be a two point charge. Both Glenmont and Hughes are currently supporting full time pastors?
  - A two-point charge would seemingly pull that Pastor away from one of those churches and spend a portion of their time with Millian.

Becoming a multiple point charge is not necessarily the answer to a congregation that is struggling with finances and dwindling membership.

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**Part VI**  
**ORGANIZATION**  
**AND ADMINISTRATION**

*Chapter One*  
**THE LOCAL CHURCH**

**Section II. Cooperative Parish**

¶ 206.

1. Local churches, with the guidance of the Holy Spirit, may enhance their witness to one another and to the world by showing forth the love of Jesus Christ through forms of *mutual cooperation*.

2. Annual conferences shall implement a process of cooperative parish development through which cooperative parish ministries are initiated and developed in both urban and town-and-country situations. Where cooperative parish ministries already exist in an annual conference, the conference shall direct the appropriate conference boards and agencies to develop strategies designed to make use of cooperative ministries as means of creating greater effectiveness in the nurture, outreach, and witness ministries of urban, suburban, and town-and-country situations; and the annual conference shall prepare and adopt a formal written policy concerning cooperative parish ministries, including a plan for financial support. Parish development is an intentional plan of enabling congregations, church-related agencies, and pastors in a defined geographic area to develop a relationship of trust and mutuality that results in coordinated church programs and ministry, supported by appropriate organizational structures and policy. A superintendent or director of parish development may be appointed to work with the cabinet(s) in the implementation of these ministries in a conference or an area. In addition, district superintendents shall submit recommendations annually regarding those churches in their districts that would benefit from being included in a cooperative ministry.

3. Cooperative ministries may be expressed in one or more of the forms contained in the following categories.

a) Beginning and Exploratory Forms: 1. Cluster Groups—a group of churches located in the same geographic area with a loosely knit organization that allows the participating congregations and pastoral charges to engage in cooperative programs in varying degrees. A district may be divided into cluster groups for administrative purposes. 2. Probe Staff—composed of the pastors and other staff assigned to a geographic area to explore possibilities for cooperation and developing strategies for improving ministry. 3. Group Ministry—a loosely organized group of two or more pastoral charges in which pastors are appointed or assigned to charges. The pastors and/or lay council representing all churches may designate a coordinator.

b) Structured Forms: 1. *Multiple Charge Parishes*—intentionally organized group of two or more pastoral charges in which each church continues to relate to its charge conference on the organizational level and also participates in a parish-wide council. The pastors are appointed or assigned to the charges and also to the parish, and a director or coordinator is appointed or assigned by the bishop. (See *Judicial Council Decision 556*) 2. *Larger Parish*—a number of congregations working together using a parish-wide council and other committees and work groups, as the parish may determine which provides representation on boards and committees from all churches; guided by a constitution or covenant and served by a staff appointed or assigned by the bishop and involving a director. 3. *Blended Ministry*—the merging of the organizations and memberships of churches spread throughout a defined geographical area into one congregation that intentionally develops two or more worship/program centers, and for which there is one charge conference and one set of committees and other groups, guided by a covenant and served by a staff and a director appointed or assigned to the parish by the bishop.

c) Specialized Forms: 1. *Enlarged Charge*—two or more congregations, usually on the same charge and of relatively equal size that work as a unit with the leadership of one or more pastors. There may be a

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charge council and appropriate committees. 2. *Extended or Shared Ministry*—a larger membership church sharing ministry with a smaller membership church, usually served by the pastor(s) of the larger church. 3. *Cooperative Ecumenical Parish*—two or more local churches of different Christian traditions including a United Methodist congregation, working together. Either of the above forms may be utilized. 4. *Shared Facilities*—two or more congregations, one of which shall be United Methodist, sharing a building, office equipment, etc., such as congregations which use different languages or which are of different racial/ethnic/cultural groups. The congregations may enter into a covenant that ensures representation and preserves the autonomy of each congregation on such bodies as church councils, boards of trustees and other committees and work groups. The congregations may negotiate a financial agreement about the use of the facility in order to provide appropriate financial support.

4. Each general board and agency shall arrange for its directors and staff to be trained in cooperative ministry concepts better to provide support resources for annual conferences and local churches.

5. Bishops, district superintendents, conference staff, and other leaders shall become familiar through training with the benefits of cooperative ministries. They shall provide leadership and training opportunities for pastors and local church leaders as to the value of cooperative ministries in moving toward excellence in nurture, outreach, and witness ministries. They are to explore and develop meaningful ministries to persons in congregations, communities, and the global community.

6. Cabinets shall give priority in the appointment process to appointing directors and clergy staff of cooperative ministries, especially cooperative parish ministries, who have been trained in cooperative ministry concepts and who have demonstrated effective ministries of nurture, outreach, and witness. The cabinet shall develop and implement strategies designed to enable and equip pastors presently appointed to cooperative parish ministries to provide effective ministries of nurture, outreach, and witness.

7. Annual conferences and cabinets are urged to assist in the development and strengthening of cooperative ministries by pursuing funding assistance from general Church, annual conference, and other sources for each cooperative ministry, including cooperative parish ministries.

*The Book of Discipline of The United Methodist Church-2016* The United Methodist Publishing House, Nashville, Tennessee. page 149-151

ISBN 978-1-501-83321-2

## Judicial Council Decisions

### Decision No. 556

[Facebook](#) [Twitter](#) [Google](#) [Print](#) [Email](#)

October 24 1985

In Re: Meaning, Application and Effect of Discipline Par. 532.5(b)2 in Relation to the Process of Appointment-making in a Cooperative Parish.

#### **Digest of Case**

Discipline Par. 532.5(b)2 requires the bishop and cabinet to consult with the coordinator or director of the cooperative ministry or with a representative of the staff of the cooperative ministry concerning the prospective appointment to any Cooperative Parish.

#### **Statement of Facts**

The 1985 session of the West Virginia Annual Conference voted to request a declaratory decision as to the meaning, application and effect of Par. 532.5(b)2 of the 1984 Discipline in relation to the Cooperative Parish structure of the West Virginia Annual Conference. The West Virginia Annual Conference has for several years addressed the need and implementation of the Cooperative Parish. Careful consideration is given to structure and leadership. The Conference cooperative parishes in most cases function under the definition of Par. 206.3(b): Multiple charge parish: An intentionally organized group of two or more pastoral charges in which each church continues to relate to its Charge Conference on the organizational level and also participates in a parish-wide council. The ministers are appointed to the charges and also to the parish, and a

director or coordinator appointed by the bishop. The request questions the necessity for the coordinators of the parish to be involved in the consultation process. The point is made that the coordinator appointed by the bishop does not have supervisory authority, nor are other pastors of the parish accountable to the coordinator in the same way they are to the district superintendent. Therefore, the contention is that Par. 532.5(b)2 does not apply. The conference feels that the Discipline reference should be confined to those situations where there is an appointed director in a larger parish as described in Par. 206.3(a).

**JURISDICTION**  
The Judicial Council has jurisdiction under Discipline Par 2615.

**ANALYSIS**  
The question is asked as to how the bishop and cabinet should proceed in making appointments to the churches and charges in the West Virginia Annual Conference. In this conference all churches have been made a part of some form of Cooperative Parish. Par. 532.5(b) of the 1984 Discipline reads: If the appointment is to a Cooperative Parish Ministry, or to charge which is a part of a Cooperative Parish Ministry, the following shall be included in the consultation process. (1) The prospective appointee shall be informed prior to the appointment that the charge under consideration is part of a Cooperative Parish Ministry. (2) The coordinator or director for the cooperative parish ministry, or, if there is no coordinator or director, a representative of the staff of the cooperative ministry, shall be conferred with concerning the prospective a appointment and shall have the opportunity to meet with the prospective appointee prior to the appointment being made. The West Virginia Annual Conference makes the argument that most of its cooperative parishes function under the definition in Par. 206.3(b). They further argue that their cooperative parishes are not highly structured with additional paid staff in most instances. The coordinators are under appointment to local churches or charges where they serve as pastors. They have neither supervisory authority, such as resides in the district superintendent's office, nor are other pastors accountable to them in the same way they are to the district superintendent. Two important ingredients, supervisory responsibility and amenability, are not a part of the cooperative parish arrangement in the West Virginia Annual Conference. The conference has no problem in complying with Par. 532.5(b) 1 but asserts that its parishes are not so highly organized as to require compliance with Par. 532.5(b)2. We would agree with its position if the paragraph in question did not include the phrase, "or, if there is no coordinator or director . . . ." If the General Conference had intended to exclude the more loosely organized cooperative parishes it would not have added the alternative wording, "a representative of the staff of the cooperative ministry." This legislation was added in order to insure input during the consultation process by at least some person currently serving as part of the leadership in the cooperative parish to which a new appointment is to be made.

## **Decision**

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In making an appointment to a Cooperative Parish of any type, the bishop and cabinet shall confer with the coordinator or director or a representative of the staff of the Cooperative Parish.

## Attachment 4

Millian Memorial UMC  
Profit and Loss Standard  
January through May 2018

	2018 (Projected)	2019 Budget (Draft)	Comments
<b>Income</b>			
4000-Operating Income			
4001-Pledge Offering	\$205,982	\$206,000	Jan. -May, projected
4002-Loose Offering	\$3,035	\$3,000	
4003-Sunday School Offering	\$365	\$350	
4004-Initial Offering	\$200	\$200	
4005-Preschool Donations	\$21,668	\$23,300	Camp
4006-Tenant Donations	\$65,035	\$65,000	
4007-Miscellaneous Income	\$4,378	\$4,350	
Total 4000-Operating Income	<u>\$300,663</u>	<u>\$302,200</u>	
<b>Expense</b>			
5000-Administration			
5001-Office Postage	\$840	\$900	Last 12 months
5002-Office Supp. & Equipment	\$1,818	\$2,150	
5003-Equipment-Copier	<u>\$8,185</u>	<u>\$8,250</u>	
Total 5000-Administration	\$10,843	\$11,300	
5100-Finance			
5104-Payroll Contract	\$719	\$750	
5101-Finance Operations	\$2,170	\$2,170	
5102-Conference Benevolences	<u>\$4,969</u>	<u>\$0</u>	
Total 5100-Finance	\$7,858	\$2,920	
5200-Fellowship			
5205-Fellowship Hour	\$433	\$450	
52??-Thanksgiving Dinner	<u>\$0</u>	<u>\$150</u>	?
Total 5200-Fellowship	\$433	\$600	
5300-Mission & Vision			
5310-Publications	\$239	\$250	
5311-Safe Sancturary	<u>\$180</u>	<u>\$150</u>	
Total 5300-Mission & Vision	\$419	\$400	
5500-Staff-Parish			
5510-Preaching & Pastoral			
5511-Salary	\$54,516	\$54,516	
5512-Medical Insurance	\$16,520	\$16,550	
5513-Pension-Employer	\$13,362	\$13,350	
5514-Reimbursable Expenses			
5514.1-Professional Expenses	\$1,311	\$1,300	
5514.2-Mileage	<u>\$1,342</u>	<u>\$1,350</u>	
Total 5514-Reimbursable Expenses	\$2,653	\$2,650	
5516-Housing Allowance	<u>\$27,500</u>	<u>\$27,500</u>	
Total 5510-Preaching & Pastoral	<u>\$114,551</u>	<u>\$114,566</u>	



Attachment 4

5520-Church Administrator			
5521-Salary	\$20,280	\$20,300	
5530-Music Dir/Organist/Min.			
5531-Salary	\$33,600	\$33,600	
5550-Custodian			
5551-Salary	\$26,160	\$26,160	
5560-Nursery Worker			
5567-Part-time Staff-Salary	\$1,440	\$1,450	
5580-Temporary Help	\$3,240	\$3,250	
5599-Social Security-Employer	\$6,115	\$6,115	
5630-Honorariums			
5630.1-Honorariums for Vacation	\$600	\$600	
Total 5500-Staff-Parish	<u>\$205,986</u>	<u>\$206,041</u>	
5900-Faith Development			
5901-Sunday Church School	\$1,247	\$2,150	2017 cost
5902-Vacation Bible School	\$130	\$1,300	estimated
59??-OCRock	\$100	\$1,500	2017 cost
59??-Stephen Ministry	\$100	\$100	?
Total 5900-Faith Development	<u>\$1,577</u>	<u>\$5,050</u>	
6000-Trustees			Last 12
6003-Pepco-Ed. Bldg.	\$3,700	\$3,700	Months
6004-Pepco-Church Sanctuary	\$6,840	\$6,850	
6005-Pepco-Multipurpose Bldg.	\$4,200	\$4,200	(6/1/17
6006-Other Church Utilities			thru
6006.1-Gas-Parkland	\$5,027	\$5,000	5/31/18)
6006.2-Gas-Grenoble	\$18,277	\$18,300	
6006.3-All Other Utilities	\$8,141	\$8,150	
6006-Other Church Utilities - Other	\$1,824	\$1,800	
Total 6006-Other Church Utilities	<u>\$33,269</u>	<u>\$33,250</u>	
6007-Main. & Improvements	\$31,755	\$31,750	
6008-Insurance	\$15,945	\$16,000	
Total 6000-Trustees	<u>\$95,709</u>	<u>\$95,750</u>	
6100-Outreach			
6105-Camp Joy	\$0	\$2,000	
6102-Food Pantry	\$0	\$10,540	Last 12 mos.
6112-Fall Festival	\$0	\$400	?
61??-Easter egg roll	\$0	\$327	2018 cost
61??-July 4th Lunch	\$0	\$100	?
Total 6100-Outreach	<u>\$0</u>	<u>\$13,367</u>	
6200-Worship			
Total 6201-Worship Expenses	\$214	\$200	
Total 6202-Printed Music & Supplies	\$168	\$200	
6204-Care of Instruments	\$3,132	\$3,150	
6205-Professional Fees	\$588	\$600	
6206-Visiting Musicians	\$1,440	\$1,450	
Total 6200-Worship	<u>\$5,542</u>	<u>\$5,600</u>	
Total Expense	<u>\$328,367</u>	<u>\$341,028</u>	
Net Income	<u>-\$27,704</u>	<u>-\$38,828</u>	

MOTION for the  
ADMINISTRATIVE COUNCIL  
May 24, 2018

I move that the Administrative Council write a letter to Bishop Easterling asking for an appointment of a new pastor for Millian Memorial United Methodist Church immediately. We no longer have the membership or the funds to support a pastor with a \$100,000.00 package.

Edith C. Williams  
Outreach Chair

Mr. Chairman, I move that the Millian Memorial UMC cease mailing its monthly newsletter, with the final mailing being the September 2018 issue. The newsletter is available on Millian's website, and 30 copies can be printed for pickup in the narthex each month. This would save over \$300 annually.



**Minutes of the**  
**Church Council Meeting**

**May 24, 2018**

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Administrative Council Meeting  
May 24, 2018  
Rm. 7:00 PM

**Present:**

Rev. Dr Miguel Balderas, Linda Canales, Chuck Thompson, Dwayne Weigel, Dawn and John Kelley, Paul and Peggy Harris, Roger Arnold, Carolyn Goldman, Stan Thomas, Edith Williams, Kathy Martin, Emelia Annum, Darlene Bowles, Jim Doman and Sheila Hopkins. (Attachment 1)

**Welcome & Devotion:**

Chuck Thompson opened the meeting with a devotion based on Joshua 1:9 "Even Stronger" and followed with the opening prayer. Minutes were reviewed by those in attendance and a motion was made by Stan Thomas to accept the minutes as written. The motion was seconded by Dwayne Weigel and carried. Chuck requested Linda Canales be added to the distribution list for a copy of the minutes. Next meeting will be held on Monday June 18, 2018.

**Trustees Report:**

Jim Doman reported Mark Warner resigned as Chair of the Trustees Committee. As Vice-Chair Jim noted that the committee had only 3 active members, Jim, Phil Lunking and Roderick Williams. Terrance Gambill, a neighborhood volunteer assists as able but he requires supervision by a church member.

Jim provided a summary of projects that have been completed since the last report in April 2018. A full report is in (Attachment 2). There is a lawn service on contract to mow the church property. Jim mows the parking lot areas, area around the pre-school and the median strip. The pre-school does not want lawn mowing while the school is in session. Roger Arnold suggested that contract for the lawn service be adjusted accordingly.

Based on the work that still needs to be completed and minimal support of the Trustees Jim asked for church members to volunteer for the Trustees committee as well as supervision of Terrence. After further discussion Chuck Thompson suggested Pastor bring the need up as a mission moment during the Sunday service. John Kelley also suggested Jim provide a list of jobs to the United Methodist Men (UMM) before the church clean up day scheduled for June 9, 2018. And lastly John Kelley suggested the youth assist on clean-up day. Kathy Martin reported the youth had already been scheduled to assist the UMM.

**Action Item: Jim Doman will provide a "to do list" to Chuck Thompson and Pastor Balderas for the UMM for clean-up day.  
Pastor Balderas will include the list in the bulletin.  
Pastor Balderas will talk to the 7<sup>th</sup> Day Adventist church about utilizing their cross to replace the cross in disrepair above the chapel building.**

Jim Doman also motioned that the church sell the church van and put proceeds into the general fund. The motion was seconded. Based on the discussion it was determined that van is used for 3 main events to include OC Rock, Camp Joy and the Fall retreat.

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Edith Williams suggested the proceeds be set aside for future van rentals as needed rather than in the general fund. Dwayne recommended the proceeds be put in to the Wells Fargo investment account. This would require approval of use for expenses. There was discussion on the maintenance costs, when it was used, would a rental van accommodate the youth trip to Camp Joy and their equipment. Based on this discussion Chuck Thompson recommended that motion be tabled until June meeting to analyze usage, maintenance and insurance costs versus cost of rental vans. Dwayne Weigel and Kathy Martin will conduct the research.

**Finance Report:**

Dwayne reported that apportionments will not be paid. Expenses continue to run at approximately \$28,000 per month and income a little under \$26,000 per month through April of this year. Decision was made to discontinue paying apportionment payment the church should be close to breaking even. However as Dwayne pointed out things occur that can cause a budget deficit and he's concerned because income decreases during summer months. This is also why Dwayne feels any proceeds from a van sale should go into the investment account not the general fund.

**Action Item: Pastor Miguel indicated the next step is to set up a real budget.**

**SPRC Report:**

Kathy Martin reported SPRC met and discussed/accomplished the following:

- Set up measurable goals for the remainder of 2018 (Attachment 3). SPRC also reviewed staff salaries as a part of the ongoing effort to reduce costs.
- SPRC soliciting quotes and bids from cleaning companies to possibly replace Maurice. The advantage to a cleaning company is they would be available on weekends when needed. Pastor Balderas has had discussions with pre-school director on hiring their own cleaning company. John Kelley recommended that written stipulations should be in place regardless of whether an individual or cleaning company provides the service to Millian. Pastor Balderas has already written a draft job description. John Watson is soliciting estimates from cleaning companies. Pastor Balderas and John Watson will conduct interviews. There will be more discussion with pre-school on handling the cleaning of the fellowship hall. Once cleaning company is hired it may be managed by the Trustee's Committee.
- SPRC reviewed a letter from a congregant on whether to retain Pastor Balderas full-time. SPRC addressed with the congregant.

**Outreach Report:**

Edith Williams reported 77 people were served in the May food pantry. Donations for food were provided by St. John's, Girl Scouts, and food collected by the U.S. Postal Service. \$600 in cash has also been directly donated to support the program. Chuck asked if there were additional need for volunteers to assist with the food pantry. Generally Edith, Dwayne and Joan Weigel and Paul Harris assist. Edith is going to ask all the groups that lead to church donate food or make a monetary donation. .

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Would like to host a Fall Flea Market and proceeds will go to the food pantry. Chuck mentioned that ideas like that should be coordinated with Amelia.

There will be no Africa University Sunday since all collections during service are being forwarded to the general fund.

**Small Groups Update:**

Chuck Thompson reported there have been several meetings. One that generated the most significant amount of action was on May 16<sup>th</sup>. Dwayne provided finance update and recommendations for short term actions to alleviate finance issues. (Attachment 4). Eventually in the Fall the group will look at the leadership model and how to streamline it. Specific group recommendations were presented in Pastor Balderas' letter to the congregation and will also be in the newsletter. The table will be finalized and become available to the Council. The group wants to hear from the District Superintendent clear options for Millian. A request will be sent to the DS to meet with the Council at next meeting June 18<sup>th</sup>. Chuck has received 20 purpose statements from individuals that will be considered and presented.

**Additional comments:**

Jim Doman stated that the Council is repeating the same process that has been done previously with no results. Requested the Council come up with a plan and take action. However, Chuck reported that there is a protocol in the Methodist Church that is required to be followed. It's being done.

Dawn Kelley revisited the question asked in previous meetings concerning merging with other churches. Per Kathy Martin that is being worked. Other churches have already unofficially approached Millian to merge however Pastor Balderas told them to request through the District Superintendent to the Bishop for a decision.

Edith Williams motioned that the Council submit a letter to Bishop Easterling to appoint a new pastor at Millian (Attachment 5). Jim Doman seconded however there was additional discussion. Chuck recommended the motion be tabled until the District Superintendent meets with the Council and options are presented and the Council receives his response to those options.

Pastor Balderas reported that the church is in crisis but there are solutions. The key is to work together. Good things are still happening. The church received 9 laptop computers and 3 desk tops. 3 of the laptops will be provided to the pre-school. He has written a letter to the congregation that will be in the newsletter.

Stan Thomas asked about the status of Goal #4 listed on the SPRC 2018 list which reports the changes in positions for people that have been in positions for more than 3 years. Pastor Balderas leads the Nominations Committee and reported the committee has not met yet. Will meet after annual conference.

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Jim Doman reported his disappointment at a pre-school event attended by Pastor Balderas. He noted that it was a perfect opportunity for the Pastor to utilize the moment for community outreach and Pastor Balderas should have thanked the pre-school for their efforts.

The meeting was adjourned at 8:50 pm.

Respectfully submitted,  
Sheila Hopkins  
Recording Secretary



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**TRUSTEE ACTIVITIES**  
For  
Church Council Meeting – May 24, 2018

1. On May 7, Mark Warner resigned as Chair of the Trustees. Jim Doman has assumed this responsibility. Normally, the Trustees have 9 members. Currently the Trustees are functioning with only 5 members, 2 of whom have never attended a Trustee meeting. We have 2 other previous Trustees who attend meetings. While no longer an active Trustee, Mark will continue to help. This puts a lot of work on the still active 3 Trustees.
2. With help of a volunteer (Terrance), we have cleaned trash from the parking lots and around property. This is an ongoing project every week.
3. We are mowing the 1) center median on Parkland in front of the church; 2) the grass in and around the parking lots; and 3) the grass area inside the Pre-school play area.
4. Cleaned exterior stairwell drains.
5. We agreed to allow F.O. Day use our large parking lot for temporary storage of equipment while they resurface roads in the Aspen Hill area. In return they will widen the entrance to the handicapped lot from Hallet Street.
6. On May 11, Carolyn Goldman and Terrance spread mulch in Memorial Garden and in other planting beds as necessary. Phil Lunking picked up and delivered the mulch to Millian. .
7. We installed new faucets for two rooms in the Education Building.
8. We replaced the valves on the leaking faucets on the sink in the lady's room on the second floor of the Ed. Building.
9. As time permits, we will continue to investigate the apparent blockage of the sanitary sewer under the Chapel Building.
10. Jim and Terrance started scraping the walls of the Social Hall in preparation for eventually painting the room and making it more presentable.
11. The Pre-school received notice that they must test for lead in all drinking water outlets. Upon consultation with the MD Dept of the Environment, it was determined that the Pre-school was exempt from the sampling
12. Investigate value and condition of church van in preparation for possible sale.
13. Correct problems with soap and towel. Dispensers in Chapel building bathroom.
14. Completed May monthly inspections.

J. Doman

Attachment [2]

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Goals for 2018

May 14, 2018

1. Emphasize the sense of Unity in the diversity that we live in as a church. That above all things we are **a church**, only one. And therefore, we will focus primarily on the ministry. All this through sermons, bulletins, newsletters, web page, etc.
2. Together with the president of Church Council, promote the implementation of the single board as an administrative model for us as "Small Church" to be approved no later than the 2018 Church Charge conference.
3. Establish the necessary measures (actions) to begin the process of having healthy finances, in conjunction with the finance committee, including the creation of a real budget for 2019, prioritizing the already established ministries.
4. At the 2018 Church Conference, present the report of Lay Leadership Development, reflecting changes in positions for people that have been in said positions for more than 3 years.

Problem/Issue (In order of Priority)	Short Term Actions Required (Ideas)	Responsible Person(s)	Timeline	Notes
<p>Insufficient funds to meet operational needs of the church (e.g. meet payroll &amp; pay on-going expenses such as insurance, utilities, etc.)</p>	<ul style="list-style-type: none"> <li>• Sell parking lots (2)</li> <li>• Take money out of reserves (restricted funds) &amp; use for operating funds</li> <li>• Giving needs should be communicated – Pastor letter to congregation, Newsletter article, from the pulpit</li> <li>• Year-to-date income and Expenses should be integrated into weekly church bulletin &amp; included in the monthly newsletter</li> <li>• Monthly update (at minimum) prior to worship – mission moment</li> <li>• Income from “rents” should be separated out from offering so that congregants understand where</li> </ul>	<p>Trustees/Church Council</p> <p>Finance Committee/Church Council</p> <p>Pastor Miguel</p> <p>Chair Finance/Pastor Miguel</p>	<p>TBD</p> <p>ASAP</p> <p>ASAP</p>	<p>Brain-storming idea – requires full council approval</p>
		<p>Finance Committee &amp; All Leaders</p>	<p>ASAP</p>	

Problem/Issue (In order of Priority)	Short Term Actions Required (Ideas)	Responsible Person(s)	Timeline	Notes
	<p>their dollars go</p> <ul style="list-style-type: none"> <li>• Incorporate this into the previous bullet regarding Income and Expense in Bulletin]</li> <li>• Change "Pledge" label to "Offering" or something or something congregants (especially new people) can understand</li> <li>• [We can always do what the Catholics do – have 2 offerings per service – one for general funds and one specified – if the need arises]</li> <li>• Letter to the DS spelling out our current situation &amp; describing the options Millian is considering. Options could be: conference payment toward Pastor Miquel's</li> </ul>	<p>Pastor, Chair SPRC, Lay-Leader, Chair Church Council</p> <p>Pastor, Chair SPRC, Lay-Leader, Chair Church Council</p>	<p>May 24, 2018</p> <p>May 24, 2018</p>	<p>Copy to Full Council at meeting on May 24<sup>th</sup>.</p> <p>Integrate into Letter to DS</p>

Problem/Issue (In order of Priority)	Short Term Actions Required (Ideas)	Responsible Person(s)	Timeline	Notes
	<ul style="list-style-type: none"> <li>• salary and benefits; circuit rider ministry; combine with another church; use of seminary students for Sunday services; use lay ministers for Sunday services; use of restricted funds for operational expense [also either discuss what is in this document or submit this document with the letter in order to show our decision-making processes]</li> <li>• Request a written response from the DS spelling out options available for financial or operational assistance to Millian from the District's</li> </ul>			

Problem/Issue (In order of Priority)	Short Term Actions Required (Ideas) perspective	Responsible Person(s)	Timeline	Notes
Short term to meet monthly expenses	<ul style="list-style-type: none"> <li>Use Wells Fargo account (\$84K) to make up shortfall</li> <li>Selling the van – bring to council</li> <li>Review tenant churches – rent being paid to insure we're getting full market value for the space. Also, look at hourly use and insure rent includes pro-rated costs of utilities based on # of hours used weekly.</li> </ul>	<p>Chair, Finance, Pastor Miguel</p> <p>Chair, Trustees, Pastor Miguel</p> <p>Pastor Miguel, Chair Trustees, Chair Finance</p>	<p>May 24, 2018</p>	<p>Formal Motion to Council for Approval at the May 24, 2018 Council Meeting</p> <p>Formal Motion to Council for Approval at the May 24, 2018 Council Meeting</p>
Manage Rumors (Rumor Control)	<ul style="list-style-type: none"> <li>Insure all data presented to congregation are current &amp; accurate</li> <li>Correct the rumor when you hear it</li> <li>Through "Mission Moments", keep the congregation informed of current status &amp; actions being</li> </ul>	All Church Leaders	Continuous	

<b>Problem/Issue (In order of Priority)</b>	<b>Short Term Actions Required (Ideas)</b>	<b>Responsible Person(s)</b>	<b>Timeline</b>	<b>Notes</b>
<p><b>Meeting Attendees:</b>            Pastor Miguel            Dwayne Weigel            Roger Arnold            Carolyn Goldman            Paul Harris            Kathy Martin            James Doman            Hal Brown            John Kelley</p> <p>* Brenda Watson unable to attend. Will provide table to her for review &amp; input.</p>	<ul style="list-style-type: none"> <li>• Over-taken</li> <li>• communicate: From the pulpit, in the bulletin &amp; newsletter</li> <li>• Insure all Church Leaders are consistent in their messaging to the congregation</li> </ul>			

MOTION for the  
ADMINISTRATIVE COUNCIL  
May 24, 2018

I move that the Administrative Council write a letter to Bishop Easterling asking for an appointment of a new pastor for Millian Memorial United Methodist Church immediately. We no longer have the membership or the funds to support a pastor with a \$100,000.00 package.

Edith C. Williams  
Outreach Chair





**Minutes of the  
Church Council Meeting**

**April 23, 2018**

Administrative Council Meeting  
April 23, 2018  
Sanctuary 7:00 PM

**Present:**

Rev. Dr Miguel Balderas, Chuck Thompson, Dwayne Weigel, Dawn and John Kelley, Paul and Peggy Harris, Brenda Watson, Roger Arnold, Harold Brown, Carolyn Goldman, Phil and George Anna Lunking, Barbara Smith, Keith Risley, Norm and Terri Sheetz, Darlene Bowles, Jim Doman and Sheila Hopkins. (Attachment 1)

**Welcome & Devotion:**

Chuck Thompson addressed agenda items and changes to upcoming meetings. Next meetings will be held on Tuesday, May 22, 2018 and Tuesday, June 19, 2018. Chuck read devotion "When You're Down".

The March 12, 2018 minutes were approved as written with one exception. Roger Arnold previously seconded a motion that he shouldn't have because he's not a voting member. Stan Thomas motioned church council appoint small committee to recommend actions to save Millian. That motion was seconded by Dawn Kelley and carried

**Trustees Report:**

Mark Warner was not able to attend and indicated he had no report to provide. Jim Doman emailed updates to Chuck and provided highlights for the last month. These included moving the plugged line from the mower shed so it drains to sidewalk, that a lawn service was under contract to mow the lawn; Montgomery County exempted the water shed requirement from Millian, Carolyn Goldman has continued to improve the Memorial Garden. Jim ordered new faucets to replace the leaky faucets in pre-school; closets were cleaned in Room 7. (Attachment 2) Dwayne told Jim to bill the church for the new faucets.

The pre-school received a letter from the county that required the pre-school perform lead tests on the water fountains. The pre-school pays \$21,000 for the use of the education building. Dwayne asked what services are included in that fee of \$21,000 per year. Jim Doman will forward the bill to the church for review.

**Finance Report:**

Dwayne reported that finances are not good. Money is not available to buy grocery cards. The church is paying late fees on bills. There was not enough money to meet payroll initially however Dwayne found money to meet payroll for the week. Millian at the time of the council meeting had \$1,000 in checking account and \$11,000 in bills pending payment. Expenses in 2018 are averaging \$28,000 per month, income at \$25,000 per month. Finance committee met and asked Dwayne to propose approval to discontinue paying apportionments. However Dwayne felt he should not do that as the decision was made for the church. Currently paying half of the apportionments of \$2,300 per month. The church will discontinue paying apportionments to the conference in order meet other expense requirements.

Chuck Thompson asked Pastor Miguel what options were available to Millian. Should Millian petition for more assistance through the District Superintendent? What can Millian expect from the conference? Chuck indicated that hard decisions need to be made and the church needs to know what options are available.

Pastor Miguel responded that if Millian can't pay apportionments because of shortages then they won't be paid. The issue is Millian is a small church in a big building. Options should include a decision on what can be cut from budget once Millian identifies its goals and ministries. Next step is for the Pastor to meet with finance committee, specifically Dwayne and Brenda. Pastor is working with Rev. Dr. Smothers, District Superintendent, on writing grant proposals. Based on Pastor's ethnicity and that of the neighborhood he is working with Religion and Race committee for possibility of obtaining grant money. Conference grants will also open in June and Millian will apply to those as well. Millian will need a grant writing team but will need a concrete plan with tangible outcomes in order to apply for grants. Chuck Thompson, John Kelley and Dwayne Weigel will meet with Pastor to document steps that can be taken. Dawn Kelley asked Pastor and Chuck if it's the church's responsibility or conference's responsibility to reach out to other churches that are in the same situation.

**Action Item: Chuck Thompson will set up meeting with Pastor Balderas, John Kelley and Dwayne Weigel to document and get a large portion of a tangible plan in place by mid-June and present to all in September, where we are and this is what can be done. Chuck has been presented with ideas from others within the church that will be considered. He will get an initial report back to the members within the next week.**

**Other finance comments:**

Jim Doman commented that the Pastor's salary is one of the largest expenses and should be cut. Dwayne reported that salaries as a whole totaled 50% of the church expenses. Jim mentioned that salaries are preventing Millian from meeting other expenses and his feelings are felt by other members of Millian. Feels church lacks leadership and that a change is needed. Chuck invited Jim to serve on a committee to assist with ideas to move forward.

**SPRC Report:**

Kathy Martin was unable to attend and no report was provided. Chuck Thompson spoke to Kathy and asked the SPRC meet to look at the goals and objectives of the church. Kathy will convene with the SPRC to work on goals as none have been identified at this time.

**Action Item: Chuck will follow up with Kathy and Pastor Balderas on status.**

**Outreach Report:**

Edith Williams was not in attendance and no report was provided.

**Board Model for Church Leadership:**

Copies of the UMC Leadership Board model (Attachment 3), a modified organizational structure, were provided to those in attendance. The conference proposed Millian to consider this model in the future. Chuck commented that it is not too different from what Millian has in place currently but asked those in attendance to look at the guidance and be familiar with it as

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meetings with small groups are held. Hal Brown asked if this structure was in lieu of Church Council structure and would it be added to the Book of Discipline. Pastor Balderas indicated that the purpose of the structure in assisting smaller congregations who cannot sustain the traditional structure is the same in the discipline but more practical. The way decisions are made is a little different but again covered in the Book of Discipline. This document is the result of large churches becoming small churches and how Millian can handle the change. Chuck indicated *Millian can keep the Council in place but if we want to streamline this model is a way to do that.* Chuck was not clear on whether this was the new Discipline.

**Status of Council Motion for Small Groups:**

Chuck Thompson will be writing a purpose statement and tapping 2 different groups, Pastor Balderas and John Kelley will meet to finalize the purpose statement on Thursday. Chuck looking at this as an administrative management function and then a mission function. Invited those interested in assisting to contact him.

**Additional Issues/Comments from floor:**

Dwayne responded to Jim Doman's earlier question on whether the church would be viable through 2018. Currently Millian is losing \$3,000 each month. If Millian does not pay the \$2,300 each month in reduced apportionments it will help the financial situation however the church will *continue to operate in the hole.* The \$85,000 in capital improvement funds cannot be used to pay operating expenses. The Ghanaians are leaving in June so it will result in a loss of revenue. We need to generate additional revenue from other sources e.g. rent paid by other groups to use the church facilities.

Jim said the Trustees try to complete projects to save money but the pool of people that can assist with maintenance is getting older and more repairs etc. will need to be contracted out by the church.

At the May meeting recommendations will be provided to the church council for consideration on the future of Millian.

Pastor Balderas provided a closing prayer and further commented, after Chuck asked for volunteers to *help the church*, a member offered to donate computers to the pre-school and church, another church is inquiring about renting space at the church, the Ghanaian congregation has approached the Pastor about staying.

Dawn also thanked the Pastor, Chuck Thompson and John Kelley for their work and devotion to the church.

The meeting was adjourned at 8:10 pm.

Respectfully submitted,  
Sheila Hopkins  
Recording Secretary

Sign on Sheet April 23, 2018

Dwayne Weiger  
Dawn Kelley  
Miguel A. Balderas  
Paul Harris  
Peggy Harris  
Brenda Watson  
Royce L. Arnold  
Herald Brown  
Curtis Adelman  
Phil Lentini  
George Araya Lentini  
Jimmie Kelley  
Barbara Smith  
Kurt C. Ashley  
Norm & Terri Shultz  
Doreen Boudier

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**TRUSTEE ACTIVITIES**  
For  
Church Council Meeting – April 23, 2018

1. We modified the drain off the roof of the mower shed so that rain water is discharged to the sidewalk rather than to the forever plugged storm sewer drain. Don Smith (plumber) tried to open the plugged storm sewer drain, but it was not possible.
2. We initiated our contracted summer grass cutting of the front and side lawns. We placed two push mowers into service and started cutting grass around the large parking lot.
3. With help of a volunteer (Terrance), we have cleaned trash from the large parking lot.
4. We agreed to allow F.O. Day use our large parking lot for temporary storage of equipment while they resurface roads in the Aspen Hill area. In return they will widen the entrance to the handicapped lot from Hallet Street.
5. We received notice that the county DEP will not be installing the watershed restoration basins along the Grenoble/Hallet/Parkland.
6. The garden sprinkler system will be activated on April 25.
7. Mark Warner cleaned debris out of the window wells.
8. Carolyn Goldman has cleaned and re-planted, as necessary, the Memorial Garden and the small gardens on both sides of the Narthex.
9. Mark, Jim and Terrance have cleaned the mower shed and discarded many no-longer-needed items.
10. Jim has ordered new faucets for two rooms in the Education Building. They are used daily by the Pre-School and do not work properly.
11. Jim installed previously used tiles to replace missing tiles in the hallway and at the entrance to Room 5 in the undercroft of the sanctuary.
12. As time permits, we will continue to investigate the apparent blockage of the sanitary sewer under the Chapel Building.
13. Jim and Terrance reorganized storage of the outdoor banners in Room 7 closet. Also, removed all food and drink from the closet and discarded same or moved it to the Room 7 kitchen.
14. The Pre-school received notice that they must test for lead in all drinking water outlets. We are not sure how to handle this. Is it the responsibility of the Pre-school or Millian, and are Millian's faucets also affected?

J. Doman

Attachment [2]

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# A Model for a UMC Leadership Board

## (Conference Guidance)

### General information:

The following is a summary to guide churches shifting from the former United Methodist Church's structure that include an Administrative Council, Finance Committee, Board of Trustees, and a PPR Committee, to the new "Leadership Board" or "Single Board" alternative structure comprised of anywhere from 9-15 members.

### Leadership Board Purpose

- Utilize a leadership style that combines accountability, responsibility and authority
- Reduce micro management
- Synchronize and align all the church's ministries with the mission, vision, and goals
- Reduce the number of people engaged in administration and free up resources (time, gifts, talents, etc...) for hands-on ministry and engagement in the mission field
- Empower the pastor to lead
- Assist smaller congregations who cannot sustain the traditional structure

### Leadership Board Responsibilities

- Establish the church's yearly budget
- Confirm the vision cast by the pastor and establish yearly goals for the church
- Work in partnership with programs and ministries to ensure they fulfill the mission and vision of the church
- Work with the District Superintendent to hold the pastor accountable

*\*This team is not responsible for hearing reports. Other avenues for communication (bulletins, email, Facebook, newsletters, Town Hall meetings, etc...) within the congregation must be efficiently employed.*

### Pastor's Role

- Cast the church's vision
- Hire, supervise, assess (and if needed, terminate) both paid and unpaid staff
- Hold staff (paid and unpaid) accountable for leading their ministry areas and fulfilling the mission and vision of the church
- Monitor the accomplishment of church goals and make adjustments as required to ensure achievement of those goals
- Equip present leaders and raise up new leaders for the work of ministry

### Guidelines to Ensure the Alternative Structure's Success

- Churches may choose to designate members of the Leadership Board to serve as liaisons between the Leadership Board and each various ministry team or group within the church. (for example: Nurture Team, Witness Team, Mission Team, etc...)
  - This promotes communication and allows for avenues of evaluation and decision making.
  - NOTE: THE LIAISON IS NOT EXPECTED TO BECOME AN ACTIVE PART OF THAT ARM OF THE CHURCH, BUT SIMPLY TO PROVIDE A BRIDGE FOR CONNECTEDNESS.

- 2. The Leadership Board should meet regularly in the beginning of this structural shift to monitor goals, mission, and vision (and to counteract miscommunications) until church business has been effectively streamlined.
  - 3. The Leadership Board may conduct 2-4 Town Hall meetings a year or issue a "State of the Church" report in conjunction with the annual Charge Conference.
  - 4. When making significant decisions for the entire congregation, the Leadership Board may solicit input from the congregation.
    - It is best to offer the congregation 2-3 acceptable solutions/choices (which have already been thought out and perfected) to maximize success.
  - 5. It is recommended that the Leadership Board members rotate off after their term, to eliminate small circles of power and promote the development of new leaders.
  - 6. It is highly recommended that in the fall of each year, all groups and teams within the church draft their budget requests for the following year, along with 3 goals for the new year.
    - Including an explanation of how those goals fit the overall mission and vision of the church and a report on how goals were accomplished the previous year.
- Once the budget is approved, the pastor, staff, teams, and groups automatically have permission to spend the money they have requested, after communication occurs between the Treasurer and at least one Finance representative on the Leadership Board.
- This ensures that funds are available before funds are spent.
  - The Leadership Board may also establish a spending cap (for example: any purchase under \$300 is permissible without requiring communication with the Treasurer/Finance representative.)
  - Every Leadership Board member is not required to vote on every expenditure.
  - In a case when a team or group wishes to spend money for an item not already in the budget, the issue is taken to the Leadership Board.
- 7. Once the Leadership Board is in place, the role of the Vision Team and Leadership Team (or other teams formed for the purpose of facilitating the HCJ process) may be dissolved and absorbed into the new Leadership Board – unless the HCJ prescriptions require their continuation.

Source: Rev. Dr. Rodney Smothers  
 Date: April 22, 2019



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**Minutes of the  
Church Council Meeting**



**March 12, 2018**

Church Council Meeting  
March 12, 2018  
Sanctuary, 7:00 P.M.

**Council Members Present:** Pastor Balderas, Chuck Thompson, John Kelley, Dawn Kelley, Dwayne Weigel, Mark Warner, Brenda Watson, Paul & Peggy Harris, Kathy Martin, Emelia Annum, Carolyn Goldman, Edith Williams, Barbara Smith, Darlene Bowles, & Jann Dalrymple.

**Non-Council Members Present:** Jim Doman, Roger Arnold, Phil & George Anna Lunking & Gene Pearson (See Appendix 1)

-Devotion by Chuck Thompson from, *Great is Thy Faithfulness*, 365 Devotions from the Daily Bread; "In Partnership with God" based on Matthew 6:5-15, followed by a prayer offered by Chuck Thompson

-Agenda overview by Chuck Thompson, (last month's minutes, motion by Stan Thomas, questions, committee reports, 2019 leadership report process, closing prayer)

-From this point forward, this group will be known as the CHURCH COUNCIL, which is consistent with the book of discipline. The meetings will be held in the church Sanctuary and will be audio taped. ALL speakers will be required to use a microphone when addressing the attendees.

Minutes from Sr. Smothers' February 15, 2018 meeting. If you've not read, please review. A recommendation from Dr. Smothers, as stated in the minutes, is that Millian needs to implement a ministry action plan. This is one of many actions that will need to be taken in the coming months.

**Motion by John Kelley to accept the February 15<sup>th</sup> minutes as written. It was seconded and passed.**

-The chair recognized Stan Thomas for a motion:

**Motion: "I move that Millian Memorial United Methodist Church close its doors and cease operations as of 30 June 2018." Kathy Martin seconded the motion.**

**Discussion:** by Stan Thomas: It is time for the church to come to a hard and honest decision if we are ready to commit to all of the things that need to be done to survive or just save wasted time and lock it up right now. Rationale : 1.) We have an aging congregation, they are dying off, 2.) We've had several members transfer their membership to other churches. 3.) Several older members have moved to a retirement community and transferred their memberships to a church on the grounds of the facility or close-by.

I do not expect help from the conference. According to Dr. Smothers', membership will not be the solution. We shouldn't expect a large increase in membership. He recommended renting out space, which we already do. Finances are about at a \$60,000/year deficit. What we are going to do, is there going to be a special committee appointed, what can we do to turn this church around because it is failing right now.

Questions/Comments:

**Brenda Watson:** Asked about the pre-school. Stan, "All doors will be locked."

**Dwayne Weigel:** comment, views this as a premature motion. May favor move after a year of study.

**Paul Harris:** Also views it a premature, We have a lot of work ahead of us if we want to do either one. If we are going to close, it will take a lot of time and work, we will need to consult the conference. Want to see what are the possibilities of remaining open. A lot of work by us, not the pastor. Possibility of another church coming in? How much decision we can have, we can influence do we have? Wants to see both sides if we are going to close, we need to do this, let's start doing it shouldn't drag out. If we are going to exist, we need to do this, then let's get with it. We may have to cut apportionments.

**Mark Warner:** I am an observer as a trustee and I try to do my obligations for the facilities and the grounds. We have tried to reach out to the community and we haven't had much success. I don't know what it will take for us a Millian to exist in to the future. As chairman of Trustees authorizing the use of Capitol Improvement fund to keep us going.

**Edith Williams:** My only church that I have had for the last 45 years. I am very sad if it closes but I am very sad at the state that it is in. What is the plan for discipleship, to go out and bring others. We have made plans but there is no leadership to do it. We haven't tried to bring others in. We haven't tried. We've made plans but we haven't carried them out. I have lot of mixed emotions. We haven't tried. Nothing beats a failure but a try. A very, very sad time for Millian and very, very sad time for me. We have not done anything in the last 5 years but talk.

**Jann Dalrymple:** I have been a member for 61years. We have been trying what Dr. Smothers suggested the last 10 years. It started with Connie Paulson, then Alice Ford. We tried the suggested items to bring members in. We could not get the manpower or motivation or the enthusiasm to do these things. The leaders were working hard at the suggested ways, but it never took, it never got off the ground. Wishes there is something new to try to bring in members. I would work harder than anyone else, if there was something new to try, but I don't see anything there. How long can this church survive financially? "Maybe a year."- Dwayne Weigel

**Jim Doman:** Supports the motion to close. What has to be done to close? It is a hard decision but I don't think there is anything we can do. I think that it is in just and inevitable thing, it isn't anyone's fault. We are an aging congregation and we cannot do the things we did 20 years ago. The demographics have change. There is a lot that has to be done, there are lot of groups that will be affected by it. We will need a closing committee so it will happen in an organized manner. It may be better that the motion be that it would be that we proceed in a expeditious manner to close.

**Kathy Martin:** I have been here for 23 years. The church has been failing since I walked in. I don't want it to close. The question is what are we here for?

**Chuck Thompson:** In the last 2-3 months I have read every book that everyone has told me to read. Looked at every study. We are conceptualizing a closing process, but can we not conceptualize a revitalization process? I don't have any answers but we do know that there are some successes. Chuck Thompson and the Pastor will work together if the decision is to close. Can Millian figure out how to revitalize the church.

**Mark Warner: Motion to table the motion to close.**

**Pastor Miguel:** When we decide to close the church, the protocol is clear, the church council cannot do that. If we decide that we are considering to close the church, it is then take to the District Superintendent (DS), then the trustees of the conference. We can state that we are considering closing the church. Dr. Smothers said we will die in 1.5 years if we do not change. We have to change. We are a small church, the leadership and making decisions are different in a small church. We have so much potential in Millian. I believe that it is possible to see this church grow.

**Paul Harris:** We are not in a position to make a decision to close or stay open. We need to evaluate both sides. We need to look to see if there is something we can do, if not, then we can close. I think it is premature to say that we are going to close. It is too early to say either way, we need to look at the situation and see what it will take.

**John Kelley:** I am confused are we authorized to close the church or do we want to disband the congregation? We do not have the option of closing the church, we know that by the book of discipline. I have heard that people are saying that they do not like the direction that this congregation is heading so they want close the church. What I think that I am hearing is that we want to disband the congregation. I am hearing that we need to change. What do we need to change?

**Edith Williams:** We have plans that are not being carried out in over a year. Can we ask for leadership to help grow from the conference? We should ask for leadership that can make a difference. We haven't worked the plan that we have. How many new members have we had in the last 5 years?

**Roger Arnold:** We've gone around talking. Talk doesn't get it done. If we need to be disciples, we need training. Cannot point to one or another person that is not doing their job, we are responsible for that. Millian is disbanding on it own, by people leaving, dying, going to senior living. We would decide and then take it to the Bishop that we are closing,

**Jann Dalrymple:** Millian was started 63 years ago, it didn't have a building, it met in a theater., The building belongs to the conference, the heart of Millian does not belong to the conference. Think of options. This building is draining us because we don't have enough population to support it. The heart of Millian is in us. We can still make Millian work. Maybe we don't need the campus that we are meeting on.

**Carolyn Goldman:** A lot of people depend on this facility. There are a lot of people that depend on this facility. There is so much service that this facility/church provides. If we were to pack up and leave this community would really feel that. If we want the conference to help us find another congregation that is in the same position we are, we need to investigate that. I'm not ready to give up.

Call for a vote on the Stan Thomas motion. **Stan Thomas repeated the motion: "I move that Millian Memorial United Methodist Church close its doors and cease operations as of 30 June 2018."**

**\*\*The motion was denied unanimously.**

**Pastor Miguel:** Think about recommendations from Dr. Smothers. Lay leadership: If you have been there for more than 3 years, you are ready to move on. Please look for a replacement, start discipling that person and let Pastor Miguel know. If we want to consider closing, we need to take it to the DS, Reverend Green. We need to bring more people into the church. How many people/groups use the church? This building is busy. We need to change something. People are ready to do something radical. It is possible to change the pastor. If change pastor, one month later, you will be talking about the same problem.

**Stan Thomas:** Dwayne said we could last, 1 year, Dr. Smothers, 2-3 years. Is it possible to join another church? "Show me the money."

**Stan Thomas motion, Roger Arnold second: I move that the Church Council chair appoint a small committee to recommend actions that might help save the Millian Memorial United Methodist Church congregation. A vote was taken and passed unanimously.**

**Lay Leadership Report (See Appendix 2):** Pastor Miguel Vote for approval of the 2018 Council Membership Consecration of Leadership on 3/18/2018

Jim Doman brought up the lay leadership terms expiring

**\*\*Motion\*\* To maintain the Lay Leadership council through the calendar year, 2018**

**The Motion was seconded and passed by voting members.**

Chuck Thompson wants to identify a new church council prior to the Church Conference, September 2018.

## Committee Reports

### **Trustees -- Mark Warner (Appendix 3)**

- The trustees are continuing to use the maintenance plan and have been improving on the same
- The Memorial Garden irrigation system contractor has been hired again to service the irrigation system for the coming year.
  - The compressor for the Sanctuary building heating system was replaced by HVAC contractor
  - Asplundh has been removing the excess foliage on the large parking lot and has pruned trees on the main campus and will continue to do so
  - The falling lawn mower shed and the adjacent had their roof's repaired, with many thanks to Roderick Williams, et al
  - We decided to approach the Ghanaian users of the Sanctuary to reimburse us for the damage to our alter railing caused by their moving of audio/visual equipment over same
  - Jim Doman reported that the replacement of falling paper towel dispensers in the Education Building was completed
  - Jim Doman painted the flash patching in the Education Building
  - He also was in the process of putting boiler and fire alarm certificate in frames in the correct locations in the spaces and files
  - We have requested the assistance of Don Smith to snake failed Lawn Mower shed roof drain and the Chapel sanitary drains

### **Finance- Dwayne Weigel**

Joining other churches, revitalization, those are important issues. We have to pay the bills, that's my concern. Last year we had an operating loss of \$9000.00. January and February, we had an operating loss of \$9000.00. We have a quarterly insurance bill due of just under \$4000.00. Real concern, we have declining pledges. We will pursue determining if the Capitol Improvement budget can be used. Approximately \$90,000.00 Trustee's budget; \$200,000.00 SPRC budget  
The pastor's salary is the single biggest expense in the church budget

### **Stewardship- Paul Harris**

2018 Pledges received to date 37 In the amount of \$143,370. Average pledge amount of \$3050.43

### **SPRC -- Kathy Martin**

SPRC has not met this quarter. Pastor Miquel asked to postpone their meeting until after this council meeting. The Pastor's evaluation was submitted to the conference. If they met it would be to discuss the Pastor's goals for this year. SPRC is the HR group for the church and there are no current HR issues. After tonight's meeting the goal that SPRC will meet about, is that the church wants to "live." Kathy addressed Jim Doman and Edith Williams, with regard to being the chair of SPRC. She was put in the position by SPRC by Pastor Alice Ford. The pastor directly asks the person to chair SPRC.

### **Outreach -- Edith Williams**

Outreach is going strong. Approximately 60 families a month are at the food pantry. This month there was 63 families. Monetary contributions are preferred. A bag of food averages \$15.63. St. John's Lutheran Church has

given more food than we have, plus \$800.00 in donations. The Lutheran home brought 17 bags of food. There is a need for clothing. Coats and sweaters are desperately needed.

We have not been able to give any second mile giving this year because there has not been enough cash flow.

Chuck suggested that the need for food be mentioned during the announcements.

Easter egg roll still needs plastic eggs, small wrapped candies.

The food pantry takes about 25 people to operate the food pantry.

**Kathy Martin** suggested that we have testimonials before worship to bring the Spirit together

**Hal Brown** suggested to distribute food before or after the worship service

Closing - Pastor Miguel Do you believe God is with us? Then it is possible to walk this journey. The journey is not easy. He then closed in prayer.

Adjourned at 8:46pm

Respectfully submitted,

Dawn M. Kelley

The Council Chair is adding the following dates for up-coming meetings – this was not included in the discussion during the March 12, 2018 meeting:

Monday, April 23, 2018      7:00 PM Church Sanctuary

~~Monday, May 21, 2018~~      ~~7:00 PM Church Sanctuary~~  
*Tues. 23*

Monday, June 18, 2018      7:00 PM Church Sanctuary

Appendix 1  
Sign-In Roster

**Church Council Attendance**

March 12, 2018

7:00pm

	Position/Ministry	Name	Signature
1	Church Council chair	Chuck T.	<i>Chuck T.</i>
2	Recording Secretary	Sheila H.	<i>Sheila H.</i>
3	Lay Leader	John K.	<i>John K.</i>
4	Lay member to Annual C.	Dawn K.	<i>Dawn K.</i>
5	Lay member alternate	Dwayne W.	<i>Dwayne W.</i>
6	Trustees Chair	Mark W.	<i>Mark W.</i>
7	Treasurer	Brenda W.	<i>Brenda W.</i>
8	Financial Secretaries	Paul, Peggy H.	<i>Paul &amp; Peggy Hines</i>
9	SPRC Chair	Kathy M.	<i>Kathy Martin</i>
10	Church Historians	Jann D. Brenda	
11	UMW President	Nancy Gray	
12	UMM President	Keith R.	

	Position/Ministry	Name	Signature
13	Hospitality and Fellowship	Emmelia A. Carolyn G.	<i>Carolyn Tolson</i>
14	Prayer and Care	Marcela W. Andrea S.	<i>[Signature]</i>
15	Faith Development	Emmelia A.	<i>See below</i>
16	Outreach	Edith W.	<i>[Signature]</i>
17	Worship	Barbara S.	<i>[Signature]</i>
18	Senior Millianaires	Stan T.	<i>Stan Thomas</i>
19	Membership Secretaries	Brenda W.	<i>Brenda W</i>
20	Gifts and Memorials	Darlene B.	<i>Darlene Boudier</i>
21	Preschool Committee	Stan T.	<i>Stan Thomas</i>
22			<i>Roger L Arnold</i>
23			<i>Walt Perry</i>
24			<i>Gene Pearson</i>

*James Owen*  
*Mark Wagner*  
*Emelia Hansen*



Appendix 2

**LAY LEADERSHIP REPORT**

**MILLIAN MEMORIAL UNITED METHODIST CHURCH**

**2018 LEADERSHIP TEAM**

**ADMINISTRATIVE BOARD**

Chair -	Chuck Thompson (2018)
Recording Secretary -	Sheila Hopkins (2015)
Lay Leader (ex officio member of all Committees and Teams –	John Kelley
Lay Members to Annual Conference –	Dawn Kelley
Lay Member Alternate –	Dwayne Weigel
Trustees Chair –	Mark Warner
Finance Chair –	Dwayne Weigel (2015)
Disbursement Treasurer -	Brenda Watson
Financial Secretaries –	Paul and Peggy Harris
SPRC Chair –	Kathy Martin (2014)
Church Historians –	Jann Dalrymple, Brenda Watson
United Methodist Women President -	Nancy Gray (2017)
United Methodist Men President -	Keith Risley (2018)
Hospitality & Fellowship –	Emelia Annum – Carolyn Goldam
Prayer and Care Acting Chair –	Marcella Welch & Andrea Sharp (Co-chair)
ith Development Chair –	Emelia Annum
Outreach Chair –	Edith Williams (2015)
Worship Chair –	Barbara Smith
Senior Millianaires President –	Stan Thomas
Membership Secretaries –	Brenda Watson
Gifts and Memorials Chair –	Darlene Bowles
Preschool Committee Chair –	Stan Thomas (2015)

**COMMITTEES AND TEAMS**

LAY LEADERSHIP DEVELOPMENT COMMITTEE		
2018	2019	2020
Mark Warner	Carmen Boulware	Linda May
Linda Canelas	Marcella Welch	Keith Risley
Emelia Annum	Grace Kelley	Lorie Thomas

STAFF/PARISH RELATIONS COMMITTEE		
2018	2019	2020
Pierre Moundou	Terri Sheetz	Mary Kreinbihl ?
Roderick Williams	Victor Garcia	
John Watson	Marguerite Eimer	

BOARD OF TRUSTEES		
2018	2019	2020
Phil Lunking	Roderick Williams	Brian McGahey
Louisa Hoar	Luis Nuñez	Pierre Moundou
Jim Doman		

FINANCE COMMITTEE	
Chair -	Dwayne Weigel (2016)
Co-chair -	Jim Turner
Secretary -	Brenda Watson
Disbursement Treasurer -	Brenda Watson
Payroll	Ministry Works
Lay Members to Annual Conference	Dawn Kelley, Dwayne Weigel
Financial Secretaries -	Paul and Peggy Harris
Administrative Board Chair -	Chuck Thompson (2018)
SPRC Chair/Representative -	Kathy Martin
Board of Trustees Representative -	Carolyn Goldman
Stewardship Chair -	
Gifts and Memorials Chair	Darlene Bowles

AUDIT COMMITTEE		
Chair – Jim Turner	Kathy Martin	
	Jerry Wisor	Jim Turner

#### STEWARDSHIP COMMITTEE

Finance Chair	Dwayne Weigel
Co-Chair	Jim Turner
Finance Secretaries	Paul and Peggy Harris
At Large	Bill Shelton

#### COMMUNICATION MEDIA & TECHNOLOGY

<del>Jim Østrander</del>	Dawn Kelly	Hal Brown
John Kelley	Barbara Smith	Philip Lunking

#### HOSPITALITY & FELLOWSHIP TEAM

Co-Chairs - Emelia Annum and Carolyn Goldman

#### PRAYER AND CARE TEAM

Chair - Marcella Welch  
 Co-Chair - Andrea Sharp (Lay Eucharist Ministry) – John Kelley  
 Anne Matthews  
 Peggy Harris (Funeral Meals)  
 Jeanne Roesch – (Prayer Shaw/Ministry)  
 Terri Sheetz  
 Leslie Turner

### FAITH DEVELOPMENT TEAM

Chair - Emelia Annum  
Ruth O Wong de Balderas (Sunday School Super)  
Linda Canelas (Co- Sunday school Super)  
Stan Thomas (Preschool Com. Chair)  
Louisa Hoar  
George Anna Lunking  
Ruth O Wong de Balderas (VBS director 2017)

### OUTREACH TEAM

Chair - Edith Williams  
Dwayne Weigel  
Nancy Gray  
Dawn Kelley  
~~Regina Crutchfield~~  
Patricia Doherty

### WORSHIP TEAM

Chair - Barbara Smith  
Darlene Bowles (Altar Guild)  
George Anna Lunking (Ushers)  
Walt Roesch  
Nancy van der Walde  
Linda Hepner  
Mary Kreinbihl  
Linda May (Acolyte trainer)

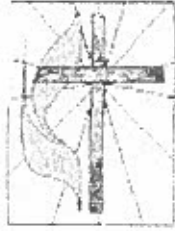
### PRESCHOOL COMMITTEE

Chair - Stan Thomas (July 3, 2014)  
Margaret Jackson (Preschool Director) ?  
Dwayne Weigel (Preschool Treasurer) -  
Miguel Balderas (Pastor)  
  
Roger Arnold (Trustees rep)

Appendix 3  
Report from Trustees

**TRUSTEE ACTIVITIES FOR FIRST QUARTER of 2018**

- The Trustees are continuing to use the maintenance plan and have been improving on same.
- The Memorial Garden irrigation system contractor has been hired again to service the irrigation system for the coming year.
- The compressor for the Sanctuary Bldg. heating system was replaced by our HVAC contractor.
- Asplundh has been removing the excess foliage on the large parking lot and has pruned trees on the main campus and will continue to do so.
- The failing Lawn Mower shed and the adjacent shed had their roof's repaired (with many thanks to Roderick Williams, et al)
- We decided to approach the Ghanaian users of the Sanctuary to reimburse us for the damage to our alter railing caused by their moving of audio/visual equipment over same.
- Jim Doman reported that the replacement of failing paper towel dispensers in the Ed. Bldg. was completed
- Jim Doman painted the flash patching in the Ed. Bldg.
- He also was in the process of putting boiler and fire alarm certificates in frames in the correct locations in the spaces and files.
- We have requested the assistance of Don Smith to take the failed Lawn Mower shed roof drain and the Chapel sanitary drain.



**Minutes of the**  
**Administrative Board Meeting**

**Feb 15, 2018**

Administrative Council Meeting  
February 15, 2018  
Sanctuary 7:00 PM

**Present:**

Rev. Dr. Rodney Smothers, Director of Leadership and Congregational Development, Rev. Dr. Miguel Balderas, Stan Thomas, Kathy Martin, Roger Arnold, Brenda Watson, John Kelley, Edith Williams, Dwayne Weigel, Jim Doman, Paul & Peggy Harris, Ruth Balderas, Carmen Boulware, Hal Brown, Jim Turner, Barbara Smith, Linda Canelas, Carolyn Goldman, Phil Lunking and Sheila Hopkins. (Attachment 1)

**Welcome & Devotion:**

John Kelley opened the meeting with a prayer.

**Meeting Purpose:**

This meeting was called to provide information to the council on the state of Millian after several pieces of correspondence and meetings among Chuck Thompson, John Kelley, Pastor Balderas District Superintendent *Gerry Green* and Rev. Smothers. (Attachment 2)

**Presentation of the "State of Millian":**

Dr. Smothers reviewed the Millian Strategic Plan, council minutes, community information (social, economic, demographics) in order to provide his observations to the church on the state of Millian. Based on his review Millian, like many churches, is in a state of transition. Millian was a community church many years ago but that is no longer the case. Core values and understandings are no longer the same.

Dr. Smothers recommended that Millian refocus on:

1. The churches "why"
2. What the churches priorities are now  
\*Churches can no longer count on tithes to operate. Need additional income streams.
3. The mission of the church
4. Reorganizing with a 1 board model. Entire governing body consists of 12-15 people  
\*Need to expand invitation to worship to a larger area; reorganizing would free up board members to do mission work.

He continued with describing the life cycle of a church.

1. Birth of a church there is no bureaucracy, all want to be there
2. Infant stage the church is dependent
3. Prime stage includes a bureaucracy but the aristocracy develops within the church, there is a natural decline in the congregation. The challenge for the church is adjust to what the new norm will be. New people attend with newer ideas. Members who have attended for long periods of time base the new norms on old successes (aristocracy).

4. Millian will need to implement a ministry action plan but members need to understand the church will never be what it was. Is membership willing to accept that? If not the result is death.

Dr. Smothers asked that Millian reassess its resources and make decisions that will allow the church to live within its means. If Millian continues, as it has, he does not see the church surviving more than 3 years. If Millian looks at options to continue beyond 3 years it must:

1. Determine what the surrounding community looks like
2. Determine what income looks like
3. Generate additional income and share facility. Find sources of income and use of facilities at Millian between Sundays.
4. Investigate joining another church and sharing resources (legacy church). A legacy church closes doors, gives resources to another church. This is a collaborative effort with the conference. Church does have a say in what to do with the property.

The church no longer has the resources to accommodate the general masses. Having worship services for *different groups does not work. Focus on attracting a particular group.* On a positive note the location of the property and the multi-culture membership are an advantage for Millian.

Millian may have a multi-cultural church but does the service reflect the different ways the cultures may worship?

What's next?

1. What does Millian want to relinquish
2. Administrative Council needs to make decisions and present to church

#### **Comments/Questions:**

Q: Does conference pair churches together or does the church?

A: The church makes that decision however Dr. Smothers would facilitate the legacy church process. There are churches in the area facing similar obstacles.

Jim Doman pointed out to Dr. Smothers that the church is aware of the issues, has written a Strategic Plan to address issues but the plan has not been implemented. Dr. Smothers indicated the Strategic Plan was well written however there was no sense of urgency in it. He recommended that the *Strategic Plan be reviewed and should downsize the focus of the church to a smaller number of programs.*

John Kelley adjourned the meeting at 8:30.

Respectfully submitted,  
Sheila Hopkins  
Recording Secretary



**Minutes of the  
Administrative Board Meeting**

**Dec 18, 2017**



Administrative Council Meeting  
December 18, 2017  
Chapel Room 7:00 PM

**Present:**

Pastor Balderas, Chuck Thompson, Stan Thomas, Kathy Martin, Darlene Bowles, Roger Arnold, Mark Warner, Brenda Watson, John & Dawn Kelley, Edith Williams, Dwayne Weigel, Jim Doman, Paul Harris, Ruth Balderas and Sheila Hopkins. ([Attachment 1])

**Welcome & Devotion:**

Chuck Thompson opened the meeting with a devotion and prayer.

September Annual Church Conference Minutes were previously provided to Pastor Miguel and Rev. Green, Greater Washington District Superintendent, in September. There was no further discussion on the minutes. [Attachment 2]

Edith Williams requested that a strategic plan update be provided and wanted to discuss church parking issues. Those discussions were revisited later on in the meeting.

**Report from Trustees:** Mark Warner

Mark thanked Roderick Williams for replacing the light bulbs in the church sanctuary. The trustees:

- Continue discussions with Elcon on the ongoing elevator issues.
- Permitted Asplundh tree service to park in the church parking area in exchange for providing tree trimming services on the church property.
- 

A copy of the entire report is provided in Attachment [3].

There has been an ongoing issue with parking in the handicap lot. Cars are parked erratically which caused cars to be blocked and unable to either enter or exit the parking area. Paul Harris has discussed this issue with the Ghanaian and 7<sup>th</sup> Day Adventist groups that use the church property. Mark Warner offered to monitor and turn people away if they don't have handicap placards on their vehicles. There is no legal recourse for the situation but efforts will continue to correct the problem.

Roger Arnold serviced the storm management system. He asked for a volunteer to read the documentation the county sent in regards to the storm management system to ensure he has met the requirements. Mark indicated that he thought Millian had met the spirit of the requirements and will have the county re-inspect the system.

Mark also mentioned that the trustee's terms have ended and replacements need to be found to take over those duties.

John Kelley, Lay Leadership committee will provide a report for the upcoming year on committee membership.

### **Report from Finance: Dwayne Weigel**

Dwayne presented the 2018 proposed budget. Highlights of the proposed budget were:

- 5102 – Will try to meet church apportionments.
- 5500 – Pastor's proposed salary is understated.
- 4001 – Pledge offerings are predicted to fall. However, through November 2017 \$230,000 was collected and Dwayne predicted that another \$30,000 will be collected in December. Pledge offerings are different from the pledge envelopes collected by Paul Harris.
- The proposed budget does not include funds that will be collected from a 3<sup>rd</sup> church group renting our facilities.

Dwayne reported that currently:

- \$90,000 in cash and \$85,000 remain in capital improvement funds.
- There is a deficit of \$11,000 as of November 30, 2017
- Haven't paid apportionments for November or December. (Currently only paying 50% of the apportionments due).

Chuck asked the finance committee to propose cost trimming ideas before the January meeting. Dwayne will revise projected budget before the budget is voted on in January. Chuck also asked DS Rev. Green to identify solutions that would assist Millian.

Kathy Martin motioned that the 2018 budget proposal include the 2017 budget, 2017 actual expenses and the 2018 proposed budget. Motion was seconded and carried. Proposed budget is in Attachment [4].

Paul Harris provided Stewardship Program update. As of December, 50% of those in attendance at church provided pledges. However that is not unusual. Jim Doman asked if the church contacted people to pledge (other than in the church service). Jim felt there was little effort to highlight pledging. Brenda Watson reported that there are 430 people on the rolls and all should have been contacted. There was a concern for the lack of pledges.

### **Report from Staff/Parish Relations Committee: Kathy Martin**

The SPRC met 3 times. The Pastor's annual review was completed. There were 2 letters from congregants submitted to the SPRC. Jim Doman requested that the SPRC respond to these letters. Kathy indicated while the SPRC reviewed the letters they are not required to respond.

Jim Doman reported that Kathy can't serve any longer as SPRC chairman. The Book of Discipline indicates that no more than 2 terms can be served. As was reported earlier the Lay Leadership Committee will be reporting on that in January.

Kathy also discussed the youth group. There are 5 boys and 1 girl active in the group. The youth will not be attending OC Rock in 2018 due to lack of funds.

### **Audio System Update – John Kelly**

John contacted Cardinal Sound to inspect the audio system. John received an estimate to replace the mixer for \$3400 and based on that John requested donations to replace. Subsequent to that meeting it was determined that the mixer was not the issue but the microphone that needed repaired/replaced. The 6MHZ microphone will no longer be viable in 2019 because the emergency broadcast services will be using that band. He estimates that new handheld microphones will cost \$639 each. The \$2,500 donated for mixer repair will be held for purchase of new microphones. John will also get an estimate for new headset.

### **Outreach – Edith Williams**

Previous 2<sup>nd</sup> mile giving requests have not been paid so Edith did not provide and new giving report.

She thanked all for the donations to Santa's workshop. The Angel tree donations were supplied to Wheaton Linkages, Parkland Linkages, and the church community.

### **Status Update on Requested Meeting with DS Rev. Green- Chuck Thompson**

Chuck also requested a meeting with the DS to discuss ongoing issues within the church. A copy of that email is in Attachment [5].

In the Annual Church meeting, Rev. Green stated he had not read the Church Council minutes nor the Administrative Church Council Annual Summary (provided in Millian's Full Annual Report) prior to coming to the meeting. Chuck requested Rev. Green read all submitted documentation prior to setting up a meeting with Millian Leadership & Admin Council.

### **Additional Issues/Comments:**

Chuck indicated he met with Jim Doman and Pastor Miguel on Jim's concerns. Pastor asked Jim to submit those to the SPRC. SPRC acknowledged receipt of those concerns but no response to was provided.

Chuck also requested a meeting with the DS to discuss ongoing issues within the church. A copy of that email is in Attachment [3].

Chuck concerned the Administrative Council is not meeting Millian's Mission & Vision. He indicated that hard decisions will need to be made soon.

Jim Doman was concerned that the signage on church property was not being updated so the community was aware of activities/events ongoing at Millian. Jim also voiced his concern for lack of leadership in church.

Edith Williams also commented that there have been no Mission & Vision meetings. She is also concerned that there is no communication among committees.

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Before the closing prayer was offered by Pastor Balderas, he reflected to all that everyone is important and one person is not responsible for the issues within the church. The meeting was adjourned at 8:40 pm.

Respectfully submitted,

Sheila Hopkins, Recording Secretary

Sign on 12/18/17

Steve Thomas  
Kathy Martin  
Linda Williams  
Gordon Jones  
ROGER ARNOLD  
Mark Warner  
Branda Wofford  
James Helton  
James Helton  
Dwayne Wiggall  
Paul Harris  
James Jones  
Ruth O'Konek deBaldan

Millian Memorial United Methodist Church  
Charge Conference Meeting  
September 16, 2017

**Opening:**

The Millian Memorial United Methodist Church Charge Conference, held at Millian, opened at 2:00 pm. Millian members present included Chuck Thompson, Jann Dabrymple, Kathy Martin, John and Dawn Kelley, Keith and Mary Risley, Ruth Balderas, Dwayne Weigel, Edith Williams, Nancy Gray, Barbara Smith, Phil Lunking, Paul Harris, June Greatorex, Stan Thomas, Roger Arnold, Gene Pearson, Marcella Welch, Linda May, Carmen Nunez-Boulware, and Sheila Hopkins. In addition Mary McCurdy, Lay Leader of the Greater Washington District was in attendance.

Pastor Miguel Balderas provided a reading from Ephesians 4:1-7 NSRV. The reading was followed with all in attendance singing the hymn, "How Great Thou Art".

Rev. Gerard Green, Greater Washington District Superintendent began the meeting with a prayer and devotion. Rev. Green reflected on a calling for each of us to not only follow God with our words but with our actions. All have entered a covenant with one another as God and Jesus did. We need to remember we are one.

Rev. Green introduced Mary McCurdy. Mary reported that a meeting of lay leaders in the District will occur prior before the end of the year.

**Celebrating Millian's Ministry, Cluster Reports:**

*How have you lived in covenant as a cluster?*

There was no discussion on the cluster report as this was a church conference.

*How have you chosen to address the issue of affordable housing?*

Rev. Green reported that the Rev. Adrienne Terry Affordable Housing can provide an avenue for church membership to contribute. He noted that he donates to the fund monthly and recommended individuals donate a dollar first week, 2 dollars second week etc. so at the end of the year a substantial donation goes to that fund to provide affordable housing in the District. Additional information can be found on the Baltimore-Washington conference website.

**Church Conference Order of Business:**

**Pastor's Report** - Pastor Balderas reported Millian developed a strategic plan with 5 requirements, building disciples, community connections, youth ministries, communication and improving the worship experience. The church service is conducted twice on Sunday with the new music director Roberto Villeda. The mission and vision statement was revised to be more inclusive. Pastor Balderas continues to meet with prayer partners in Virginia and Delaware.

## **STAFF PARISH RELATIONS COMMITTEE (SPRC) REPORT October 25, 2018**

During the prior year period, the SPRC met 7 times as a full committee, and continued discussions to review and approve information via email. The purpose of these meetings and email discussions were to discuss, plan, organize and determine the following:

- Complete and perform the 2017 annual performance evaluation for Pastor Balderas
- Review with Pastor Balderas goals for 2018
- Discuss with Pastor Balderas Church staffing
- Review staff salaries and make cost-cuts in current and future salaries of staff
- Update Custodian's job description
- Terminate current Custodian due to fiscal constraints and hire of new Custodian
- Initial review of Millian's Human Resource Policy and proposed updates to part-time leave along with possible changes necessary to be in compliance with Maryland State Law.
- Review, update and approval of SPRC budget for FY2018

The SPRC created a search committee for a new Custodian consisting of 2 SPRC members. Four (4) candidates were presented by the search committee and it was agreed to offer the position to one of the candidates. The job offer was presented to the preferred candidate and that individual accepted the position, but later decided to not to accept the offer. Due to time constraints to fill the position, the SPRC Chair sought out and found another candidate through another SPRC member. That candidate was interviewed by the Chair and one of the search committee members. That candidate was subsequently hired.

SPRC Chair also met numerous times during the year with the Church Leadership Group to discuss pressing fiscal and ministry matters at Millian. The Conference Congregation Profile was distributed to the Leadership Group and responses were consolidated by SPRC Chair

For the remainder of 2018 and into 2019 the SPRC will:

- Perform and submit Pastor Balderas' 2018 performance evaluation
- Meet with the Pastor to review and set goals and objectives for 2019
- Continue to review current staffing, job positions, position descriptions and other employment matters with the Pastor
- Monitor Safe Sanctuary Policy and review of Congregants against local and national sex offender registries.
- Update Millian's Human Resource Policy.

Respectfully Submitted,

Kathy Martin  
Chair, SPRC

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## **THE MILLIAN SENIORS REPORT**

October -2018

The Millian Seniors resumed their twice-monthly meetings in September 2017 after taking our annual 2-month hiatus during July and August. Our annual Thanksgiving luncheon was again held at Mountain Gate in Thurmont on the 3<sup>rd</sup> Thursday on November with an excellent turnout. We meet on the first and third Thursdays of the month and were “snowed out” for one meeting in January but otherwise held to our meeting schedule. Our annual Maundy Thursday luncheon was held for the second consecutive year at Leisure World. Again, the turnout for the luncheon was terrific. Most of the attendees also attended the Maundy Thursday service at Millian prior to the luncheon. Our annual picnic was held on our final June meeting. Barbara Smith again graciously hosted us. Our June election of officers resulted in all 4 incumbents being reelected to serve another year. Stan Thomas will return as President, Bill Shelton as Vice President, and Paul and Peggy Harris as Treasurer and Secretary, respectively. We resumed our meetings on September 6, 2018 and look forward to our Thanksgiving luncheon at Mountain Gate on November 15<sup>th</sup>.

Respectfully submitted,

Stan Thomas, President

Millian Seniors

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# MILLIAN'S STEPHEN MINISTRY REPORT

October - 2018

Millian's Stephen Ministry continues to provide skilled lay Christian care to both the Millian congregation and the surrounding community. In 2018 so far, we have provided or are providing care for 8 care receivers. We have two candidates for training to be commissioned in 2019.

We continue to pray for the continued success of Lily Boateng's Stephen Ministry in Ghana., She is a Millian member who trained in 2016 as a Stephen Leader, and trained her first class of Ghanaian Stephen Ministers in 2017.

As of August 2018, the total number of active Stephen Ministers is six. Although we did not have any trainees for the class starting in September 2017, our congregation seems more willing to accept care from our Stephen Ministers than in the past.

**Table 1. Stephen Ministry Staff of Millian Memorial United Methodist Church, as of August 2018.**

<u>Active Stephen Leaders</u>	
	<u>Years of service</u>
Jann Dalrymple	14
Marguerite Eimer	10
Dawn Kelley	10
Linda Stathoplos	7

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<u>Active Stephen Ministers</u>	
Jann Dalrymple	14
Linda May	14
Linda Stathoplos	14
Chuck Thompson	13
Ruth Wong de Balderas	4
Paul Harris	2

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## Inactive Stephen Ministers/Leaders

**Sabbatical:** Martha Nelson, Paul Nelson, Nancy van der Walde

**Retired:** Eloy Salas, Anne Matthews, Jan Wisor, Leslie Turner, Barbara Smith, Bill Matthews (Leader), Marcella Welch, Sheila Hopkins, Victor Garcia, Emelia Annum, Regina Crutchfield, Joe Fry, Patricia Smyrk, Joan Prothero, Sharon Zeiter, Lynn Allen, Nae Pearson (Leader), Connie Paulson (Leader)

**Deceased:** Don Allen, Carol Hall

**Stephen Ministers/Leaders that have moved:** Braulio Torres (Leader), Lily Boateng (Leader and Stephen Minister)

(report from Linda Stathoplos)