



## 2023 CHURCH LEADERSHIP ADMINISTRATIVE COMMITTEES & MINISTRY TEAMS

(Revised 2-19-23)

### OUR SHARED MINISTRY

*All Christians are called by Jesus to be in ministry to the world, both as individuals and as a part of the church, using the gifts and graces with which they have been equipped by the Holy Spirit. With other heirs of the Protestant Reformation of the sixteenth century, we embrace the notion of the “priesthood of all believers,” manifest in a partnership of the gospel between clergy and laity as noted in Philippians 1.5. Local congregations such as our own provide the most significant arena through which disciple-making occurs. Our mission is to help others accept and confess Jesus Christ as Lord and Savior through the honest preaching of God’s Word, heart-felt worship and service to others, and the creation of a fellowship of support and encouragement as we, to borrow an old Methodist expression, “watch over one another in love.”*

### CHURCH COUNCIL

*Our Church Council serves as the principle governing and administrative body of Columbia Methodist Church, giving oversight to all of its ministries and programs in order to carry out the mission and calling of our congregation. Accountable to our membership, the Church Council is composed of persons of spiritual maturity who love the church, are morally disciplined, and are loyal to the values and stated mission of our congregation, including those who bear responsibility for particular areas of our life together.*

*The Church Council meets at least quarterly (including Annual Charge Conference) to hear reports from the varied ministries of our church, giving advice and approval where needed. All members who are interested in the work of Christ being done in and through our congregation may attend the meetings, however just those members of the church council carry the privilege of voting extended to them by the authority of the annual charge conference. Those members present at any duly announced meeting shall constitute a quorum.*

*In accordance with the Transitional Book of Doctrines & Discipline of the Global Methodist Church Par. 342.3b, the agenda of the meetings shall be prepared by the Church Council chairperson in consultation with the pastor, lay leader and other appropriate persons.*

#### **SCHEDULED COUNCIL MEETINGS FOR 2023 (at least quarterly): TBA**

#### **CHURCH COUNCIL MEMBERSHIP:**

Church Council Chair	Jeff Hathway
Lay Leader	Cyndi Barnett
Finance Chair	Dee Ann Ogburn
Board of Trustees Chair	Greg Graham
Staff-Parish Relations Comm.	Andy (AC) Barnett
Lay Delegate to Annual Conference	Ashley Isaacs
Church Council Recording Secretary	Beverly Cline
Endowment Chair	Beverly Cline

(Church Council membership continued...)

Welcoming Ministries		Becky Surgent	
Hospitality		Nancy Stephens	
Mission, Outreach & Communications		Keith Stephens	
Women’s Ministry President		(?)	
Altar Guild & Wedding/Funeral Coord.		Frances Baird	
Music Ministry		Kathy Hathway	
Pastor		Dan Conway	
STAFF (Serving with voice and vote):			
Patsy Avirett	Ashley Isaacs	Kathy Frank	Grace Culbreath

Alternate Lay Delegate approved to serve as substitute for Lay Delegate if needed: (?)

### BOARD OF TRUSTEES

*Consistent with our Methodist heritage, the Board of Trustees functions as the legal representatives of the congregation and has supervision, oversight, and care of all real property and equipment which is owned or acquired directly by the church or by any of its ministries, groups, classes or organizations, provided that the Board shall not prevent or interfere with the pastor in use of any properties for religious services or other proper meetings or purposes recognized by the law, usages, and customs of our church.*

*As a part of their ongoing stewardship of our facilities, the Trustees are also charged with maintaining adequate insurance policies, identifying and eliminating potential physical or other barriers towards making our church accessible to all, and receiving and administering all special gifts and trusts offered to the church. Meetings shall be open, except where closed consideration of real estate matters or negotiations where general knowledge could be harmful to the negotiation process, or for discussions related to pending or potential litigation.*

**SCHEDULED MEETINGS FOR 2023: Meets at least 3x/year (usually monthly) on second Mondays at 6 p.m. in the Men’s Classroom:** Jan. 9, Feb 13, Mar 13, April 9, May 8, June 12, July 10, Aug 14, Sept 11, Oct 9 (Columbus Day), Nov 13, Dec 12.

#### OFFICERS

Chair	Greg Graham
Vice-Chair	Buddy Mostyn
Secretary	Nancy Stephens
 Ex Officio, Pastor	 Dan Conway

Class of 2023	Mike Leveridge	Buddy Mostyn	
Class of 2024	Greg Graham	Kevin Coulter	Nancy Stephens
Class of 2025	Lisha Smith	Guy Paul	Jason Isaacs

## COMMITTEE ON FINANCE

*The Finance Committee is charged with providing oversight of the congregation's financial life, including the encouragement of both generosity and stewardship among the membership. Working with the staff and other leaders of the congregation, the Committee is charged with preparing an annual operating budget for approval by the Church Council or Charge Conference which shall guide the administration of all funds received by the church. The Committee shall also establish financial policies governing internal controls, provide for an annual financial review, and ensure that where possible, all of our financial dealings are transparent in their accountability to our membership.*

**SCHEDULED COMMITTEE MEETINGS FOR 2023: Usually Monthly, 3<sup>rd</sup> Sundays, immediately following the worship services in the Men's classroom, except as noted.**

Jan 15, Feb 19, Mar 19, April 16, May 21, June 18, July 16, Aug 20, Sept 17, Oct 15, Nov 19, and Dec 17.

### OFFICERS

Chair	Dee Ann Ogburn
Vice-Chair	Dietrich Von Biedenfeld
Treasurer	Patsy Avirett

### EX-OFFICIO MEMBERS

Lay Leader	Cyndi Barnett
Lay Delegate	Ashley Isaacs
Church Council Chair	Jeff Hathway
Board of Trustees Rep	Greg Graham
Staff-Parish Relations Rep	Andy (AC) Barnett
Pastor	Dan Conway
Auditor	Dee Ann Ogburn
Auditor	Jenna Ogburn- Coulter

### AT-LARGE MEMBERS

Class of 2023		Robert White
Class of 2024	Allan Sassin	Sandy Weems
Class of 2025	Charlotte Day	Dietrich Von Biedenfeld

## STAFF-PARISH RELATIONS COMMITTEE

*The Committee on Staff-Parish Relations (SPRC) functions as the principle personnel committee for the congregation, responsible for both appointed and employed staff. Duties of the Committee include strengthening, encouraging, supporting, and nurturing the pastors and staff and their families, promoting unity in the church, conferring with the pastors and staff on how the church's ministries may be more effective, as well as discussing priorities in the use of their gifts, skills, time, and talents, and consulting with all staff with regard to their effectiveness and continued development in ministry. The SPRC shall also establish job descriptions and titles for staff members in cooperation with the pastor and has the authority to hire, contract, evaluate, promote, retire, and dismiss the non-appointive staff.*

*With regard to the pastor, the SPRC is the designated liaison with the conference appointive representative and/or bishop and will consult with them when a pastoral change is pending or appropriate. The SPRC also has the privilege and sacred responsibility of interviewing any who may feel called to ordained ministry from within the congregation, presenting its recommendation regarding such individuals to the Charge Conference for its action.*

*(Staff-Parish Relations Committee continued...)*

*In order to respect the privacy of individuals involved, the committee shall generally meet in closed session, and information shared in the committee shall be confidential.*

**MEETING SCHEDULE FOR 2022: *Meets at least quarterly, called as needed.* TBA**

**OFFICERS**

Chair	Andy (AC) Barnett
Vice-Chair	Wade Shelton
Secretary	<i>To Be Elected by Committee</i>
<sup>1</sup> Lay Leader	
<i>Ex Officio:</i>	
Pastor	Dan Conway

**MEMBERS**

<i>Class of 2023</i>	Jo Frances Chastain	Lynn Loggins	Henry Raeke
<i>Class of 2024</i>	Andy (AC) Barnett	Rainbo Johnson	Sharon Talasek
<i>Class of 2025</i>	Wade Shelton	Kenneth Boone	Susan Jenkins

**ENDOWMENT FUND**

*The Endowment Fund is charged with helping to provide for future ministries of Columbia Methodist Church through raising and managing designated funds for the long-term benefit of the congregation. Towards that end, stewards of the Fund may design and implement appropriate programs to encourage our members to have a will and estate plan which may include the church. The Fund also serves to advise on the use of memorial funds.*

**SCHEDULED MEETINGS FOR 2023: TBA**

**CHAIR** Beverly Cline

**EX-OFFICIO MEMBERS**

Church Council Chair	Jeff Hathway
Trustees Chair	Greg Graham
Finance Chair	Dee Ann Ogburn
SPRC Chair	Andy (AC) Barnett
Pastor	Dan Conway

**MEMBERS**

Class of 2023	Meg Graham	Beverly Cline
Class of 2024	Kaci Womack	Joyce Rankin
Class of 2025	Holly Heble	Ann Baker

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<sup>1</sup> Normally the Lay Leader serves as an ex-officio on SPRC as well, however, per Par. 345.2 of the Transitional Book of Doctrines & Disciplines, "Only one person from an immediate family residing in the same household shall serve on the committee." Therefore the layleader will not be on SPRC in 2023, but will serve as ex-officio on the other appropriate committees.

## COMMITTEE ON NOMINATIONS & LEADERSHIP DEVELOPMENT

*The Committee is charged with identifying, developing, and encouraging lay leadership for the congregation that will enable it to most effectively carry out its mission. The Committee also has the responsibility of developing ways for members to discover their own spiritual gifts and abilities and find ways in which to employ them in the work of our church's program and ministries, taking care that in the identification and selection process, the leadership of the congregation will reflect inclusivity and diversity.*

### **SCHEDULED MEETINGS FOR 2022: TBA**

#### *OFFICERS*

Chair (Pastor)

Dan Conway

Vice-Chair (Lay Leader)

Cyndi Barnett

#### *MEMBERS*

*Class of 2023*

Beverly Cline

Charlotte Day

*Class of 2024*

Joyce Rankin

Becky Surgent

Kaci Womack

*Class of 2025*

Michelle Lara

Peggy Boone

Dee Ann Ogburn

### OTHER MINISTRY TEAMS

*These ministry teams function in more programmatic ways (not administrative) and therefore have more autonomy in membership selection. However, since the Church Council representative of the ministry team (indicated by a \* below), does serve an administrative function of the church, those chair positions are subject to the normal nominations and approval process of the Committee on Nominations & Leadership Development and the Church Council.*

### WOMEN'S MINISTRY

\*?

### ALTAR GUILD MINISTRY & FUNERAL/WEDDING COORD.

\*Frances Baird, Susan Jenkins, Sylvia Runnels, Annette Hebert, Karen Mostyn, Michelle Lara, Janel McCallister, Dee Ann Ogburn, Shirley Trahan, Janet Williams, Judi Murray

### MUSIC MINISTRIES

\*Kathy Hathway

Choir: Grace Culbreath and Kathy Hathway, Lynn Loggins, Mary Brand, Beverly Cline, Paula Raeke, Rainbo Johnson, Charlotte Day, Quentin Culbreath, Jeff Hathway, Mickey Weems, Mike Cudd, Henry Raeke, Hayden Culbreath

Praise Team: Kathy Hathway, Jeff Hathway, Lynn Loggins, Jeff Murray, Allie Isaacs, Charlotte Day, Faith Barnett

### WELCOMING MINISTRIES TEAM

Volunteers who help welcome worship attenders, especially new people, on Sunday mornings. These include greeters, ushers, those who assist others with mobility issues and extra friendly people.

Class of 2023                      Judi Murray                      Elizabeth White

Class of 2024                      Mike Cudd                      Terri Surgent

Class of 2025                      \*Becky Surgent                      Janet Dahse

Additional Team Members: Mary Kathryn Pickle, Andy (AC) Barnett,

### MISSIONS, OUTREACH & COMMUNICATIONS MINISTRIES

\*Keith Stephens

*Worship AV & Stream Team:* Jeb Ogburn, Jeff Hathway, Kerry Avirett, Thomas Culbreath, Jason Isaacs

*Social Media Team:* Pastor Dan, Mary Kathryn Pickle

*Fish Fry & Special Events Team:* Keith Stephens + others who assist in this area

*Food Pantry Team:* Keith & Nancy Stephens, Office Volunteer Team, Sue Salter, +

*Church Communications & Publicity Team (Logo use, signs, t-shirts etc.):* Pastor (Dan Conway), Lay Leader (Cyndi Barnett), Church Council Chair (Jeff Hathway), Outreach Chair (Keith Stephens), Church Administrator (Patsy Avirett), Kerry Avirett, Jeb Ogburn, and Dietrich VonBiedenfeld

### FAMILY MINISTRIES TEAM

\*Ashley Isaacs, Brittany Smith, Becky Surgent, Jenna Coulter, Susan Jenkins, Kathy Frank, and Brad Womack

### OFFICE VOLUNTEERS TEAM

\*Patsy Avirett, Charlotte Day, Susan Jenkins, Dee Ann Ogburn, Meg Graham & Nancy Stephens

### HOSPITALITY TEAM

4<sup>th</sup> Sunday Covered Dish Luncheons in the Fellowship Hall immediately following the 11am worship, Sunday morning snacks and coffee and other events with hospitality

\*Nancy Stephens + others who assist in this area

### ADULT BIBLE STUDY & CLASS LEADERS

Ray Sauer, Lynn Loggins, Sylvia Runnels and Nancy Stephens

### MONDAY MORNING METHODISTS TEAM

A ministry of encouragement through cards, calls and prayers.

Mary Kathryn Pickle, Mike Cudd, Linda Holt, Lynn Loggins & Sharon and Richard Talasek

### CARING CASSEROLES TEAM

Beverly Cline, Paula Raeke, Sylvia Runnels & Roxana Davidson

### WORSHIP PLANNING TEAM

\*Pastor Dan and \*Grace Culbreath, Cyndi Barnett, Lisha Smith, Allie Isaacs, Kathy Hathway, Mike Cudd, Karen Mostyn, Judi Murray