

Alabama-West Florida Conference
CORE Team Meeting
October 10, 2017
Evergreen First United Methodist Church

Minutes

The meeting was called to order at 10:05 AM by Rev. Nancy Watson.

Those present were: Debbie Bell, Debora Bishop, Michael Cobb, Lance Eiland, Clara Ester, Beebe Frederick, Jonathan Hart, Jenni Hendrix, Lisa Hunt, Susan Hunt, Beverly Maddox, Kristi McClellan, Bob McKibben, David Morris, Ron Penton, Mary Catherine Phillips, Martha Rovira, Jeremy Steele, Jason Thrower, Tim Trent, Nancy Watson, Shirley Woodie.

A welcome, introductions, and opening prayer were given by Ms. Beverly Maddox.

Time was spent among the group sharing glory sightings - where had people seen God's hand at work in our Conference, communities, and churches. There has been much good to celebrate, and many expressed thanks for God's continuing faithfulness.

The minutes from the CORE Team meeting of March 14, 2017, were presented for approval. A motion was made to approve by Rev. Jason Thrower, second by Ms. Debbie Bell. The motion was approved by voice vote, none opposed or abstaining.

Dr. Debora Bishop, District Superintendent of the Mobile District, presented a request on behalf of the Conference Spiritual Directors. It is the fiscal practice of the Conference to utilize zero-based budgeting such that at the end of a year any unspent funds are returned to the Mission and Ministry line for use in the future. The Spiritual Directors asked for a one-time waiver of this practice in order to "roll over" unspent funds into their 2018 budget. They have costs that must be paid for the Spiritual Director training in early January before funds are allocated from the Mission and Ministry line and want to be able to do so. A motion was made to approve this request by Rev. David Morris, second by Ms. Lisa Hunt. The motion was approved by voice vote, none opposed or abstaining.

Ms. Kristi McClellan reported on the success of our grant-writing initiative. Her report is attached to these minutes. Thus far, 24 grant applications have been submitted, 7 declined, 6 funded, and 11 remain outstanding. \$112,500 in funding has been awarded to area ministry agencies.

A special request from Bishop Graves and the Cabinet was presented: the CORE Team is asked to approve a one-time grant of \$15,000 from Mission and Ministry funds to support the Next Steps Ministry Now. This will go toward expenses for the consultant, materials, travel, etc. A motion to approve the request was made by Rev. Tim Trent, second by Ms. Clara Ester. The motion was approved by voice vote, none opposed or abstaining.

Ms. Mary Catherine Phillips presented the recommended new Conference policy regarding communications and publicity. A copy is attached to these minutes. The new policy outlines criteria for using the Conference website and social media to publicize events. A motion was made to approve this new policy by Ms. Lisa Hunt, second by Mr. Beebe Frederick. The motion was approved by voice vote, none opposed or abstaining.

Rev. Nancy Watson provided a general overview of the upcoming budgeting process, reminding the group that the Missions, Leadership, and Administrative Teams would each be meeting in the near future to formulate recommendations. Those recommendations would come to the entire CORE Team for approval. What the CORE Team approves would then be recommended to the Conference Council on Finance and Administration (CFA) for approval, and then to the Annual Conference for vote. The 2019 Budgeting Team Steps are attached to these minutes.

A time was provided for general questions and discussion. Material had been disseminated to CORE Team members prior to this meeting regarding models for making grants to ministries, and for providing training to ministries that would assure their effectiveness and sustainability (Ministry Accelerator program). The group was not prepared to enter into this discussion at this time.

There was discussion as to how best to manage any reserves that may accrue to the CORE Team, as well as how to develop a process or protocol for utilization of those reserves. A task force was formed to look into this issue and to develop a proposal, which may include a process for the CORE Team to give grants to ministries and missions of local churches. Those on the task force are Rev. David Morris, Ms. Susan Hunt, Ms. Martha Rovira, and Rev. Jeremy Steele.

A question was raised about how best to keep the issue of funding in the forefront for districts and local churches to pick up the differences in funding from the CORE Team, specifically with reference to the six ministry/agencies who have traditionally received funding from the Conference. Training through the office of Mission and Advocacy is already provided quarterly to the directors of these agencies, with an emphasis on how best inform/educate/publicize their ministries.

The date for the next meeting of the CORE Team is December 7, 2017, at First United Methodist Church, Montgomery, AL.

The meeting was adjourned at 12:25 with prayer by Rev. David Morris.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nancy A. Watson". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Rev. Nancy Watson

Grant Writing Update for October 10, 2017 CORE Team Meeting

1. Funding update

- 24 grants submitted
- \$382,009 requested
- 7 grants declined
- 6 grants funded
- 11 grants outstanding
- \$112,500 in funding awarded

2. Funding highlights

- United Methodist Inner City Mission
 - Received a large award (as compared to other recipients) from the Children's Trust Fund. UMICM had not been funded by CTF in recent years.
 - Received a small grant from a local funder who UMICM had not previously solicited. This will hopefully be an opportunity for future funding for UMICM.
- Milk and Honey Outreach Ministries
 - Was able to craft a proposal and submit it to multiple funders with an updated, accurate budget.
- Pensacola United Methodist Community Ministries
 - Submitted a \$107,700 proposal to Impact 100 of Pensacola (they have a unique funding style). Although the proposal was not funded, the process gave Robin and I the opportunity to formalize PUMCM's mission and programs.
 - Finalizing paperwork to become a United Way Partner Agency.
- Submitted an application on behalf of Alabama Rural Ministry while Lisa Pierce was serving with the Alabama National Guard.
- Talked with The Ark and churches in Dothan, Evergreen, and Lynn Haven, and provided suggestions and funding possibilities.

3. Next steps

- Submit applications to additional funders
- Developing funding relationships (Impact 100 in Montgomery, car dealership in Mobile)

Guidelines for Promoting AWF Events

The Alabama-West Florida Conference is blessed to have many groups, both laity and clergy, involved in various ministry events throughout the bounds of the conference. The abundance of opportunities exemplifies the dedication and passion of thousands of United Methodists. A combination of tools can help your event be successful.

Ways the Conference can help you promote your event

- We invite you to complete the event submission form found on our website by clicking on the “Events” link and then the “Submit an event” link on the calendar page. It will be reviewed by our communications team before it is posted to the conference calendar.
- Any conference event posted on the conference calendar is included in the bi-weekly AWF News CONNECTION under the “Events” listings.
- If your event is intended for a special interest group, an email may be sent to those people codes only in our database (for example: youth, children, older adults, spiritual formation). **Emails to all clergy or the entire News CONNECTION list are not permitted if the event does not target the entire conference.** Rare exceptions to this are Bishop’s Day Apart, a town hall meeting, annual conference information, etc. **Our privacy policy prevents the Alabama-West Florida Conference from sharing email lists.** Any email correspondence about an event to a specific code must come from a conference employee.
- The social media schedule varies greatly from day to day. If you would like to request a social media post, you may send the event details to marycatherine@awfumc.org. These requests are not guaranteed.
- Registrations for events will be handled by the Office of Connectional Ministries.
- Occasionally the Office of Communications will send a “Explore these Upcoming Conference Events” email that includes all conference events for a certain upcoming time period. This is sent as needed based on the event schedule.
- The Alabama-West Florida Conference does not promote local church events.

Ways you can promote your event

- Often times an event is targeted to a very specific group of people. The eight district superintendents can help you identify new participants that might be a good match for your group.
- Keep updated records of previous attendees and communicate directly with them
- Ask your key participants to help identify new people that would benefit from your event
- Have signup sheets at annual conference for those interested in your topic or seek to create your own database.
- Word of mouth! Nothing gets people more involved than a direct invitation (similar to church membership)
- Plan your event far enough ahead so that potential participants are available to attend. Calendars fill up quickly these days!

Ways the district can promote your event

- Some districts send weekly e-mails with various events and news relevant to their area. You may find each district’s contact information by going to www.awfumc.org/districts and click on the district. It is up to the district’s discretion what they choose to promote and how.
- All eight districts have event calendars. The district administrative assistant handles those calendars.
- Districts have pastors’ gatherings throughout the year. An informational flyer or brochure could be handed out at these events. This is at the district’s discretion.

Questions to consider when planning an event

- How was attendance last year?
- Is the topic of the event still relevant and will it attract new participants?
- Is the date/time of the event appropriate for participants?

2019 BUDGETING TEAM STEPS

- The Council on Finance and Administration (CFA) may provide guidance about what budget level it considers appropriate to recommend to the annual conference.
- The CORE Team will organize in “functional” teams to consider the budget.
- Divisions and subcommittees will meet prior to the CORE team meeting in December to provide their budget input.
- Each division, agency, commission reviews the results of their function to answer:
 - What did we do this past year?
 - Who was the target participant?
 - Who and how many people attended?
 - Did we accomplish our mission and how do we know that?
 - What did it cost?
 - Will we do it again next year?
 - Why should we do this again next year?
 - Is there a Disciplinary or Annual Conference requirement for this activity? What is it?
 - How does this activity lead to successfully meeting the goals of the CORE Team/ Annual Conference?
 - Given CFA’s guidance, what are our priorities for program spending?
 - What did we budget for that we did not do?
 - Why did we not do it? Have we not done this before?
 - Is there any reason to believe we will do it next year and therefore include it in our budget for next year?
- Boards then meet with the division chairs and review the same questions together and prioritize the board request.
- Budget teams will meet and prioritize the teams’ recommendation to the CORE Team.
- The CORE Team will then finalize their recommendation to CFA.

MISSIONS TEAM: Chair – Rev. Nancy Watson

Connectional Ministry Office
Board of Ethnic and Local Church Concerns
Town and Country Commission
Board of Church and Society
Board of Discipleship
 Education
 Evangelism
 Worship
 Stewardship
 Spiritual Formation
Board of Global Ministry
 UM Volunteers in Mission (UMVIM)
 Advance Specials
 Health and Relief Ministries
 Parish and Community Development
 Disaster Response Ministries (UMCOR)
Board of Church and Society
 Substance Abuse
 Social Justice
 Environmental Justice
 Restorative Justice
 Human Welfare
 Hunger Concerns
 Economic Justice

Members:

*Rev. Nancy Watson
Ms. Lisa Hunt
Ms. Debbie Bell
Mr. Frank Moore
Ms. Khristen Carlson
Rev. Jonathan Hart
Mr. Ron Penton

Rev. Lance Eiland
Mr. Norman Tinsley
*Ms. Susan Hunt
*Mr. Steve Lewandowski
*Ms. Martha Rovira
Rev. Jason Thrower
* *Ex Officio – voice, no vote*

LEADERSHIP TEAM: Chair – Ms. Beverly Maddox

Board of Higher Education and Campus Ministries

Board of Ordained Ministry

Commission on Equitable Compensation

Board of Congregational Development

Board of Laity

Members:

*Ms. Beverly Maddox

*Rev. June Jernigan

Rev. Jeremy Steele

Rev. Frederick Outlaw

Rev. Scott Hohn

Rev. David Morris

Rev. Jim Sanders

*Rev. David Saliba

Dr. Shirley Woodie

Rev. Brennan Peacock

Ms. Clara Ester

* *Ex Officio – voice, no vote*

ADMINISTRATION TEAM: Chair – Mr. Frank Dunnewind

Communications

Board of Trustees

Board of Pension and Health Benefits

Council on Finance and Administration

Board of Archives and History

Episcopal Area Office

Members:

Mr. Beebe Frederick

Ms. June Carpenter

*Ms. Mary Catherine Phillips

Rev. Emily Kincaid

*Mr. Frank Dunnewind

*Bishop David Graves

Rev. Bob McKibben

Rev. Tim Trent

Mr. Rick Dinkins

Rev. Oliva Poole

* *Ex Officio – voice, no vote*

