

RAMF Congregational Meeting 16 March 2007

Meeting hosted by the Stuckeys, 34 East Ave., Fairport

Present: Judy Bernhart, Bob & Jen Carter, Sue & Victor Klassen, Thom & Eileen Metzger, Teresa & Walt Nickeson, Chris Passonneau, Nancy Price, Kathy & Mark Shelly, Aaron & Rachel Stuckey, Chrissie & James Walls.

Chrissie and James contributed worship interludes. Thom was the facilitator.

Reports

- Worship Committee: First Sunday service in the building is planned for Palm Sunday, 4/1/2007. Saturday 5/12 4PM is the dedication service (tentative decision). Open House at some other date. Some interest expressed by Jen, Sue.
- Leadership Team: Met with Roch Area Leaders Meeting, now including Sojourner's Fellowship, and with Leroy Mast. See addendum A.
- Stewards: Monitored alarm. Cleaning discussed at next meeting, Nancy for first two months. Snow removal. Meeting with FLRJC to determine relationship. Need a groundskeeping committee. See Addendum B.
- Treasurer's report: Addendum C

Building use guidelines approved as amended.

Amendments: The following amendments were suggested and accepted by acclaim.

The amended document is attached. (Addendum D)

- 4.3 The schedule should be posted in writing at some point.
- 5.2 lower rent to \$100 and \$50 and adjusted at the discretion of the Stewards.
- 7.x add animals are not permitted in the church without special permission, with the exception of service dogs.
- 7.x Add that the sanctuary max occupancy is 144 persons.
- 7.x The kitchen is for reheating foods, not full meal preparation; it should not be used to fry foods, or anything else that would generate smoke.
- 7.4 Change "is not" to "cannot" be a place of lodging.
- 7.1 If you damage or destroy property, reporting and paying for repairs or restoration are your responsibility.
- ▼ Further Guidelines for Behavior in the building will be developed as a separate document for now. (a separate document)
 - Concerns included use of the kitchen and restricted activities, such as running.
- 8.4 Partner organizations will secure the premises when they are present and when they leave.

Other comments

- What we do with conflict?
- A form may be helpful to organize requests for building use.
- We need to ask our insurer if other groups need insurance. A disclaimer will be

included in the building use agreement with renters.

Sunday schedule in the new building.

- The Leadership Team proposed **resuming our previous morning schedule, with gathering songs at 9:50, Worship at 10:00, and Sunday School and Adult Hour about 11:00.** Agreed.
- ▼ Broadranging discussion of potential schedule ideas and changes included:
 - Having Congo meeting following potluck?
 - Coffee & Tea between hours.
 Potluck dates no longer have to be 2nd Sunday.
 - Adult Hour skipped? Coffee Hour, Game time for kids?
 - Potluck every week? Shared time for those who travel farther.
 Breakfast in the Park, Snow day are missed by some.
 - consistent presence for others may be an important to be welcoming.
 - others may need more Bible study, and not want the less formal schedule or skipping adult hour.
 Other regular schedules?
 - Another evening or afternoon service.
 - Wednesday night.
 - Sunday school first?
 - Morning or evening prayer.
 - More hymn sings.

RAMF's organizational structure.

We granted the Leadership the approval to move ahead in principle with the structure that has been presented at previous congregational Meetings. The target for having the new structure in place is Easter, 2008. As part of this process, a more complete description of the new structures will be developed and presented to the congregation for final approval. Affirmed by consensus with no objections. A draft of the structure is attached as Addendum E.

Discussion:

- ▼ About the plan
 - Gives more focused tasks, meets many needs.
 - Leadership Team shared this plan with the Rochester Leader's group. There needs to be evaluation of the process during the transition and as we change, to refine the outcome.
- ▼ Call them ministries, not committees. Join a ministry.
 - Selection committee should look at gifts.
- Terms or regular review interval. Gifts will not change, LT may benefit from terms.

- Standard time of the year for transition, a gifts discernment time of the year.
 - Willingness to step down may not match prompting to step up, we are not perfect.
 - How do the current committees relate to the future structure?
 - How and when do newcomers use their gifts?
 - Where does the vision rest? Where does the continuity go? We could let more of the decisions be spread out.
- ▼ Selection process changes for this year.
- What do we do with people who are expecting to get off of the committees ready to go off at end of terms?
 - Current terms may be extended for those willing to stay on Leadership Team, Worship Committee, Stewards, etcetera, to allow for the transition. On the other hand, some time around June we will have the opportunity for some people to step down from current leadership roles.
 - We will need to be flexible.
 - Each person should consider where they fit in to the structure.
 - We should consider the gifts each of us has been given in serving the church, and encourage the gifts in others. We should share in helping everyone to envision where they would fit in to the new ministries. At some point the leadership team will ask each one what ministry they feel they would fit in, if any.
 - Parallel structures will exist for a period of time, where the Worship Committee is considered synonymous with the Worship Ministry in the new structure, Stewards the facilities ministry, Leadership team in their coordinated but focused roles. Positions will be filled for those who step down.
 - Not all of the LT knows where they fit in this structure. They may add a new person.

Sign at 111 Hillside.

- Leadership Team proposes: 1) There will be two signs. The primary, free-standing sign will employ the words "Mennonite Church." The second, a small sign attached to the building, to say "Rochester Area Mennonite Fellowship"; and 2) Upon congregational approval at this meeting, a committee will be formed to execute the final design of these signs.
- ▼ Discussion:
- To date, we have had many discussions, much agonizing, no solutions. The Rochester Area Leaders didn't have any guidance on this.
- ▼ Church vs. Fellowship. 50/50 split on phone poll, so voting will not achieve 2/3 majority. We're stuck.
- Church phone under R[A]MF would include both the words Fellowship and Church on the sign.
- ▼ One or two signs?
- Zoning is a factor with this decision. Changes will require process with city,

and some technical unknowns. These are work, but not insurmountable.

- Two signs is a way for all to have some of what they are looking for.
- Some want one sign. Two aesthetic things to decide on.
- We may not be giving the audience credit. They can figure out the dropping of area.
- There was concern that our name should be consistent, not different in the phone book or on two signs. Will different signs always be a reminder that we are not united? Sign and phone book should match.

Changing our name?

- This may be the prime issue that behind the inpass. Some favor moving from Fellowship to Church, most favor dropping Area.
- We are facing many changes. Don't change the name.
- Bob will pay for a new sign if we change our name.
- In a straw poll, all could accept Rochester [Area] Mennonite Fellowship on the sign, even if not preferred. Less supported the same straw poll with Rochester Mennonite Church did not have as much support.
- The signs is a marker, not likely to turn away someone that the Holy Spirit has led to the door.
- We have been praying. God said "I am". Who are we?
-

▼ **The sign for 111 Hillside will say Rochester Area Mennonite Fellowship to reflect our current name. We will revisit the question of our name in the next 5 years.** Consensus, with one standing aside.

- In this discussion, we often see Area in gray, or in pronouncing RAMF the Area silent. However, it is part of our name and will be placed on the sign.
- **Committee** to design and commission the sign: Sue, Judy and Thom.

Delegate to Mennonite Church USA, July 2007, San Jose CA.

- Delegate for San Jose. Victor was affirmed as a willing and able delegate to represent our church at this years national gathering.

Respectfully submitted by Mark Shelly.

Note takers note: if you have something to say while note taking, type it first.

Addendum A

Leadership Team Report: We've been busy. Highlights include:

Rochester Area Leaders meeting with Don Siegrist, Steve & Michelle Thomas from Community of Faith, Tadelech and Ephraim from Bethsaida, and Connie Finney from Sojourners (newly joined to the Rochester Area Leader's meeting). Discussed the structure that we have been working on, seeking feedback.

LeRoy (conference pastor) and Sherry Mast visited for an introductory time to get to know each other.

Addendum B:

Building Stewards' Report

While we are not yet into the building your Building Stewards have met five times. Nancy will report separately on Furnishings Committee activities. Mark will report separately and lead the discussion of the building use document.

We hope to have a web-based calendar to track when the building is in use and by whom. This is work in progress. Meantime, we've approved two uses of the building outside of worship: the NYMC "Re-discovering ourselves" event in mid-May, and a Sacred Harp convention in the fall.

We decided to have the fire alarm monitored; this likely means that if it goes off falsely when someone is in the building, they should call someone to avoid having the fire trucks show up. However it also means they'll come if it goes off while nobody is there.

We intend to discuss with the congregation how we want to handle cleaning, likely at the next meeting. Meanwhile Nancy has volunteered her family - and certainly herself - to be responsible for cleaning for the first two months after we move in.

We're checking how neighbouring congregations handle snow removal, and whether their contractors do walkways. The sidewalk beside the building will need to be blown clean, as there isn't anywhere to put the snow otherwise.

We've purchased various equipment and supplies: light bulbs, ladders, bathroom supplies and so on.

We've pretty much figured out what it takes to get phone service, but the wiring needs to be finished before it can be hooked up. So at this point it is a matter of finding the time, unless we decide to hire it out.

We plan to meet with FLRJC representatives shortly, for a first discussion of our relationship.

As with the furnishings, we wish to establish a separate groundskeepers' committee, responsible for maintaining things that grow, including but not limited to the lawn. Exact parameters of where their responsibilities end and ours begin would be negotiable. We'd like to especially affirm those who have previously expressed an interest in landscaping and maintaining the landscaping and encourage them to be involved in this committee once it forms. This committee's work should start soon.

Addendum C

Treasurer report for 3/16/07 congregational meeting

Balances at beginning of fiscal year (2/1/07) were:

CNB (general fund) including checking and savings	\$ 20,355
Income through offerings to date since 2/1/07 has been	\$ 6,851
Expenses paid have totaled	\$ 7,320

These include:

March rent at QMH -	360
2 payments to EMM of	\$ 1,306 each, x2
2 special offerings -	MPH \$ 326 and Join Hands \$ 391
2 RG &E bills -	502 and 682
Frontier Telephone -	20
MPH Sunday School materials, etc	142
½ of our pledged amount to NYMC -	2,260

Balance	\$19, 836
---------	-----------

Following this I will assume the SAVINGS of 19,000 and report only the current balance of \$836.

Building Use at 111 Hillside Ave.

1 Purpose & Principles

- 1.1 This building is built and dedicated to the ministry of God through the Rochester Area Mennonite Fellowship (RAMF). Any use of the building should be consistent with this.
- 1.2 It is our desire to have the building used productively all week long, in ways consistent with our church. These include furthering community and fellowship, promoting peace, justice and reconciliation, furthering understanding of faith, and spiritual direction and discipling.
- 1.3 Building Use Examples
 - 1.3.1 Examples of appropriate use of this building include worship, gatherings, parties, weddings, meditation.
 - 1.3.2 Use of the building for a wedding requires a commitment to God and a group of believers as a church. Using the building as a prop is not true to our understanding of church.

2 Stewards are appointed by the church (RAMF) to oversee the use and maintenance of the building.

- 2.1 Questions on building use should be directed to the stewards.
- 2.2 The stewards are responsible for assuring that the building is supplied, clean and in good working order.
- 2.3 Please notify the Stewards if there are any problems with or damage to the building.
- 2.4 The stewards will carry out their duties along these principles. They will use their best judgment to implement and clarify these recommendations.
- 2.5 A list of the stewards is posted in the kitchen.

3 Who can use the building

- 3.1 Persons who request use of the building should have some connection to the body that meets to worship. Requests should be brought by this member.
 - 3.1.1 Outside groups are those gatherings where a majority of those planning the activity are not part of the weekly fellowship.
 - 3.1.2 This use may be broadened to include like-minded groups not directly connected to RAMF at a later date.
- 3.2 Groups with office space in the building may use their offices from 7 AM - 7 PM weekdays , and any other time the facility is not being used for scheduled events.
 - 3.2.1 Use of other rooms should be requested in advanced to avoid conflicting schedules.
- 3.3 Members of the church may use the building for sanctuary, meditation, study, and Christian fellowship without prior notice, subject to scheduled events.

4 Schedule

- 4.1 Sunday Worship and activities of RAMF take precedence for use of the building.
 - 4.1.1 Any use of the building that will affect this use of the building on Sunday needs to be approved by the Leadership Team and the Worship Committee.
- 4.2 Requests to use the building will be considered according to priority and the

timeliness of the request, according to the judgments of the stewards.

4.2.1 Guidelines for priorities will be

4.2.1.1 RAMF church activities

4.2.1.2 NYMC church activities

4.2.1.3 Office space renters needs

4.2.1.4 Other requests

4.3 A master schedule of building use will be maintained by the stewards, and available electronically and physically.

4.4 Building use will be communicated to the renters in advance.

5 Rent

5.1 RAMF members will not be charged for use of the facilities for services like weddings, funerals, or other worship services.

5.2 Outside renters will be charged \$100 per day (\$50 for 1-4 hours) for use of the building. Use of the kitchen costs an additional \$20. This rate may be modified by the Stewards.

5.2.1 The stewards will execute a short contract with renters.

5.3 Materials beyond those we have available in this space, like added chairs or tables, need to be arranged for by renters, and remain their responsibility in total.

5.4 Gatherings of the NYMC will not be charged rent.

6 How to place building use requests

6.1 Requests for building use should be made in writing to the stewards at least one month before the date in question.

6.2 The library and nursery rooms will not be scheduled.

6.3 The Stewards will clarify or forward the requests, and notify the individual who requests the use of the response to their request.

6.4 The Stewards or their designee will assure that the building is open for use as arranged, and likewise review the situation at the end of use.

7 General Rules for the use of 111 Hillside Ave.

7.1 All users of the building are responsible for clean-up and returning the facility to the state it was prior to use. If you damage or destroy property, reporting and paying for repairs is your responsibility.

7.2 We value our relationships with our neighbors. Care should be taken to respect their property and needs.

7.3 Alcohol consumption is not permitted in the building or the property.

7.4 Smoking is prohibited within 50 feet of any entrance.

7.5 The kitchen is for reheating foods, not full meal preparation; it should not be used to fry foods or anything else that would generate smoke.

7.6 This building cannot be used as a place of lodging.

7.7 Animals are not permitted in the church without special permission, with the exception of service dogs.

7.8 The maximum occupancy of the sanctuary is 144 persons.

7.9 Use of the building is subject to the laws and regulations of the City, County, State and Federal governments.

7.10 Additional guidelines for building use and acceptable behavior will be developed

separately.

8 Office Space Rental to Partner Organizations

8.1 In order to encourage use of the facility during the week and to support the work of like-minded, non-profit, organizations, the building is designed to accommodate office space for 3 groups.

8.1.1 At the time of this writing, the groups envisioned for weekday use include:

8.1.1.1 Fingerlakes Restorative Justice Center

8.1.1.2 Bethsaida Mennonite Church

8.1.1.3 Spiritual Direction with Eileen Metzger (Prayer Room)

8.1.1.4 RAMF will use the third office space

8.2 To maximize cooperation and understanding, and minimize misunderstanding, the stewards will write a contract with each renter.

8.3 Partners can expect the use of their rooms from 7AM to 7PM, Monday through Friday.

8.3.1 Any exceptions to this need to be arranged in advance.

8.3.2 Those using office space can also use the kitchen, provided that they keep it clean and replace anything they use.

8.4 Partner organizations will be expected to open the building for themselves, secure unused areas while present, and secure their space and the building when they leave.

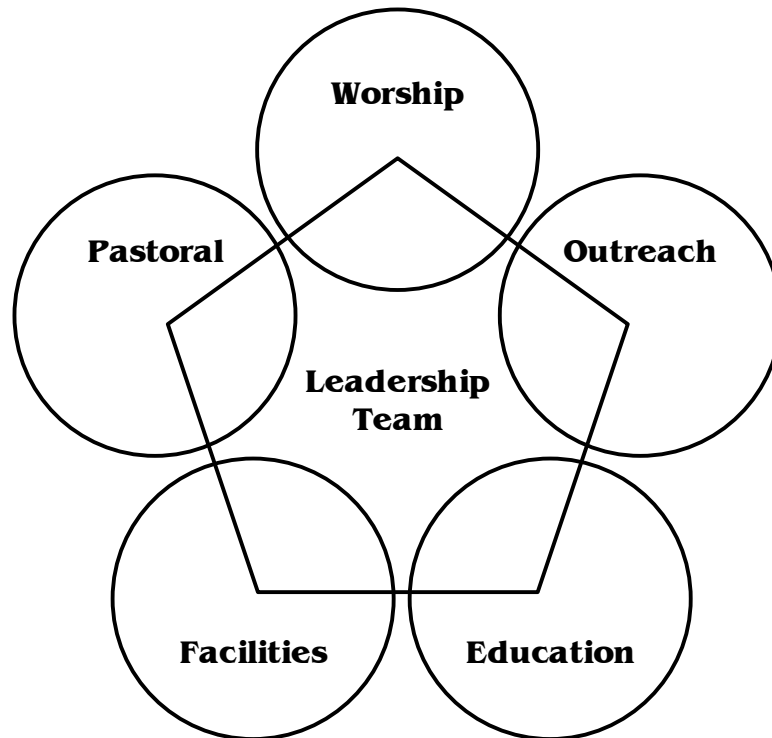
8.5 Groups who are using office space will be charged a nominal fee to help cover utility and maintenance costs.

8.5.1 This fee will be negotiated separately with each renter.

8.5.2 Communication expenses (e.g. telephone, internet) are not included.

Accepted as a working document by the Rochester Area Mennonite Church, 3/16/2007

An idea for restructuring RAMF



- A. Worship Team [RAMF expressing its relation to God]
 - 1. Manages weekly worship times (finds leaders and helpers, plans themes, arranges for materials & supplies)
 - 2. Keeps RAMF in touch with the Christian year
 - 3. Arranges special celebrations in the life of RAMF (baptisms, funerals, dedications, etc.)
- B. Pastoral Team [RAMF caring for itself]
 - 1. Cares for needs of members of RAMF (spiritual growth, encouragement, counseling, visiting, discipling, etc.)
 - 2. Discerns gifts for the congregation
 - 3. Oversees small groups
 - 4. Arranges or encourages community-building events (Retreat, Snow Day, game nights, potlucks, etc.)
- C. Outreach Team [RAMF caring for others]
 - 1. Provides hospitality, especially welcoming visitors
 - 2. Maintains contacts and liaisons with the larger church
 - 3. Finds and organizes congregational service projects and recipients of gifts
 - 4. Directs the Mennonite Centre
 - 5. Coordinates the church's involvement in any ministries that desire a relationship to the church
- D. Education Team [RAMF teaching itself]
 - 1. Finds curricula and teachers for children's Sunday School
 - 2. Arranges adult hours
- E. Facilities Team [RAMF's physical resources]
 - 1. Oversees maintenance and use of the church and grounds
 - 2. Maintains church finances, including proposing budget
- F. Leadership Team [Vision and mission of RAMF] (*Made up of one person from each of the other Teams, plus a secretary or administrative assistant*)
 - 1. Attends to the mission and vision, goals and objectives of RAMF
 - 2. Coordinates and provides oversight of and direction for the other Teams
 - 3. Manages congregational meetings
 - 4. Finalizes the budget

The Secretary, or Administrative Assistant, is primarily attached to the Leadership Team to aid in administrative tasks, but is also available to all Teams for such aid.