

Berwyn United Methodist Church Charge Conference
Sunday, March 16, 2025 11:15am

Presided by South District Superintendent Evelyn Clark Kent

Prior to opening the charge conference, DS Clark Kent told church members that Berwyn IS having great ministries. Action is important in everything we do. We must respond to who God is calling us to be.

- DS calls BUMC Charge Conference to order.
- Need to elect a secretary for the meeting. Kristine Adams volunteered and there were no objections. Kristine is secretary for the meeting.
- This charge conference has been duly announced. We automatically have a quorum with those who are here.
- Pastor Kevin Rutledge stated the church's mission and purpose.
- Pastor Kevin passed out a packet that included all the PowerPoint slides for the presentation.
 - Berwyn UM Nursery School is being expanded to Berwyn Early Learning Academy
 - We want to continue being a safe place for the community to use.
 - Pastor Kevin went through the financial summaries from 2024 and 2025.
 - 2024 loan details -10 years left on the mortgage
 - We are increasing our debt by \$7154.28
 - There are 3 options for refinancing the mortgage.
- Projects
 - Add air conditioning to the first floor. We have three quotes. Extra money in option 3 is for this project. If we don't refinance, we could use the interest for the endowment fund.
 - Parsonage Deck replacement. We are still receiving quotes.
- Future Capital Project
 - Additional bathrooms for BELA
 - Tiles are coming up from the floor at the entrance by Schieck Hall. Tiles are also coming up in the music room, however that room is not being used right now.
- Second Mile Giving
 - Steve Cherry, treasurer, explained second mile giving.
- Loan Board has right to review and object to our requests.

Questions

- Hal Hurff
 - asked who the Leadership Team is
 - confirmed that Steve Cherry is treasurer.
 - Is the property sale still happening or off the table? It is not a possibility.
 - Who is the Loan Board? Part of the Eastern PA Conference

- Current mortgage is with Customers First and will be moved to Loan Board. Steve explained reasoning for move with Loan Board and extending loan life,
- Gene Foreman
 - Asked about roof leaks. Repairs have been made but keep leaking. Contractors said it was fixed but keep having issues.
- Stephanie Borelly
 - Expressed concern about leaks in the roof, no air conditioning in the kitchen, needing to put buckets out to catch rain coming in, how does that look to people outside?
- Cindy Shallcross
 - Expressed concern the heating/air conditioning system. Why not fix the roof? Do what actually needs to be fixed?
 - Said current BUMNS families don't attend our church services. Asked Pastor Kevin if he did the chapel lessons and introduced himself to children. The connection was lost between BUMNS and the congregation.
- Judy Fisk – gave a history of the roof. The first time the roof leaked was the first rain right after the roof was installed.
- Janelle Larson – responded to concerns about focus on BELA. Leadership decided to invest in the program that generates revenue. Already spend more than what we bring in. We want to offer quality service, quality education.
- Pastor Kevin introduced Morgan Otto, director of BELA.
- Morgan addressed concerns and answered questions regarding:
 - Enrollment
 - Summer program
 - Offering tours to interested families
 - 10 families interested
 - April 13 Spring Festival – wants church to be involved in the festival
 - First infant leader starts March 17, 2025
 - Families are looking for church programs – “homey feel”
- Carol Williams – expressed that she is encouraged that the nursery school wants to work with the church
- Nancy Atchison – besides the \$60,000 for AC, what else is needed for license?
 - Morgan answered - Eventually we will need to add another toilet and sink. Ratio is 15 kids for 1 toilet, 25 kids to 1 sink. Can use upstairs bathrooms for older kids.
- Morgan addressed future recurring monthly expenses:
 - Craft supplies, offering morning snack and afternoon snack, toiletries, soap, bleach
 - Monthly expenses will not be more than \$2000
 - Need to put a sink in the toddler room. Sink is required to be next to every changing table.
 - Teacher salaries

- Morgan stated all the mandatory requirements for all teachers and assistant teachers.
- Security concerns about BELA:
 - What are repair people being on campus with kids? Repairs will be done when the children are not in school.
 - Security will be tight. We have to cameras in each classroom.
 - Possibly giving each parent their own code to get into the building
 - Morgan or another teacher will be present for Drop Offs so they know who should be there or not.
 - Monthly fire drills
- Rick Mullin asked if the nursery school is part of the church or a separate entity.
 - It is a ministry of the church. Eventually it could become its own entity but right now it is a ministry for the church.
- Pastor Kevin will be meeting with Easttown Police to check all the doors and how they can be appropriately locked and allow emergency services to get into the building if necessary.
- BUMNS thinks they will have \$35,000 left over at the end of the school year which will go to BELA. We will also have to take over about 4 contracts the nursery school has as well.
- Steve Cherry discussed Second Mile Giving
 - Starting anything new there is going to be expenses.
 - Upfront expenses are about \$11,000 a month and we are using our reserve fund.
 - BELA is a ministry. This is a major investment and we should look for ways to volunteer.
 - This is the direction the church is going; opportunity to grow.
- Stephanie B. spoke about some people who have attended BUMC long term but were not asked to be members.
 - DS responded that membership should be offered to everyone. It is up to all of us – everybody invite everybody – it is all our responsibility.
- Judy Edinger asked what the current tuition is?
 - 2 year olds \$386/week, 4 year olds \$375/week
- Steve Cherry and Morgan are working on cash flow spreadsheets to determine how many teachers to hire and when
- Pastor Kevin said both BUMNS and the church are running a deficit. It is not sustainable.
 - Perhaps the nursery school families will participate in alternate ways: worship on another day, service opportunities
- Judy Edinger asked which is more expensive for families – childcare or mortgage payments?
 - Probably childcare

- Insurance is covered by UM liability insurance. Updating employee manuals with current requirements. Insurance is based on number of staff and number of children. Insurance for childcare is expensive. It is helpful that we are using Conference Insurance.
- Cindy asked what the ratio for infant to adult is? Concerned how that will work with Safe Sanctuary requirements.
 - 4 infants to 1 teacher
 - 2 adults much be in the building even if there is only 1 child there.
Morgan/Assistant Director will be one of the adults on campus.
- Cindy also had concerns about the lack of complete fencing around the playground.
 - Playground has passed inspection. It does not the fence repaired.
- Explanation of Option 3 that Leadership favors. We refinance the mortgage and add \$60,000 to complete the AC project for BELA.
 - We can add additional amounts to cover other concerns people have such as the roof, playground fence.
- Is there a motion seeking refinancing of church mortgage with Loan Board and adding \$60,000 to complete projects?
 - Carol Williams made the motion
 - Pattie Littlewood seconded the motion
 - Vote by handing raising
 - In Favor 15
 - Opposed 2
 - Motion Carries

District Superintendent gave thanks with closing prayer and ending of meeting.

Minutes Submitted by Kristine Adams