

Western Reserve Circuit Writer



Western Reserve District Newsletter

January 2023

#BeUMC with Rev. Edgar Brady



There are many #BeUMC stories at [UMC.org/BeUMC](https://umc.org/BeUMC) and ones from people you may know are on the East Ohio site at eocumc.com/beumc/stories.html. Our own Rev. Brady has recorded his reflection on being part of the UMC and the UMC's historical and ongoing support of higher education. You can find his video here: <https://vimeo.com/777107497>.

"Transform lives with us through the United Methodist Church.
Be UMC."

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Western Reserve District of The United Methodist Church
440-352-2083 WRDistOffice@eocumc.com
www.eocumc.com/WesternReserve

Events Around the District

WESTERN RESERVE DISTRICT 2023

LEADERSHIP ACADEMY

Saturday, February 11, 2023

9:00 am – 2:00 pm

Hosted at:

Mayfield UMC

7747 Mayfield Rd

Chesterland, OH 44026-2418

All church leaders are encouraged to attend the latest edition of the Western Reserve Leadership Academy. See the next page for the list of sessions included and registration information. The District will arrange for refreshments and lunch. We will have a basket for donations and we would appreciate a suggested \$10 to defray the costs from those who are able.

Please contact Lisa in the District Office with any questions about the day.

SCHEDULE

- 9:00 GATHERING/ SIGN IN
Coffee and refreshments available
- 9:30 WORSHIP
Message from Rev. Dave Scavuzzo
- 10:30 SESSION 1
Choose one session from the list
- 11:30 LUNCH
Sub sandwiches, chips, and cookies. *Please* register so we have enough and let us know if you need a vegetarian option. Donations accepted at the event (\$10 suggested to cover morning refreshments as well as lunch).
- 12:30 SESSION 2
Choose another session from the list



QR code for registration

LEADERSHIP ACADEMY SESSIONS

TRUSTEES – REV. RANDY MAY

Randy is chair of the Conference Board of Trustees, a pastor, and a lawyer. He will discuss local church trustee responsibilities, Conference Board of Trustees, Scout bankruptcy, and more, including questions and answers.

SPR – REV. EDGAR BRADY

Edgar is our District Superintendent and will be discussing the role and responsibilities of SPR committee members.

FINANCE – LISA HUSTON

Lisa is our District Finance Chair, was a church treasurer for 20+ years, and has served on CCF&A. She will discuss the church financial cycle, best practices, and answer questions.

ONE BOARD MODEL – REV. RICK OAKS

Rick has served churches in the MV District and served on the Conference Board of Cong. Dev. He will be presenting the simplified leadership structure concept and answering questions.

FRESH EXPRESSIONS – MENTOR UMC **morning only**

A team from Mentor UMC will discuss how they developed their Fresh Expression, Bowling and Bibles, and how it works at their church. Bring your questions and think about ideas for your church.

MESSY CHURCH – GARRETTSVILLE UMC **afternoon only**

A team from Garrettsville UMC will discuss how they got started with Messy Church and how it is working for them. Messy Church is "Church, but not as you know it," where all ages meet together and learn about Christ through games, crafts, music, and storytelling.

CHURCH HISTORY/ ARCHIVES – MEG SONDEY

Meg is the chair of the Conference Commission on Archives and History. She will discuss how long to keep church records, digital recordkeeping issues, and information about the church historian position.

SAFE SANCTUARIES – REV. GARY JONES

Meg is the chair of the Conference Commission on Archives and History. She will discuss how long to keep church records, digital recordkeeping issues, and information about the church historian position.

REGISTRATION

Please register by **2/1/23**. You can include the requested information in an email or mail a copy to the district office. Or register online by clicking [here](#) or scanning the QR code.

Name _____

Church _____

Email _____

Phone _____

Sessions I would like to attend:

I need a vegetarian lunch: ____



QR code for registration



Painesville United Methodist Church
presents...

Concert Series



2022-2023

Jerry Marshall, Organ Feature
Part of Ohio Open Doors 2022
Sunday, September 18, 2022 @ 4:00 pm

Colin MacKnight, Organ Concert
Saturday, October 22, 2022 @ 7:30 pm

Tina Bergmann & Bryan Thomas,
Hammered Dulcimer and Double Bass
Sunday, November 20th, 2022 @ 4pm

Lakeland Civic Orchestra
Monday, December 12, 2022 @ 7:30 pm

Burning River Brass
Thursday, December 15, 2022 @ 7:30 pm

Brass Band of the Western Reserve
Saturday, February 25, 2023 @ 7:30 pm

Fine Arts Association Choir
Sunday, March 26, 2023 @ 4:00 pm

Dennis Scott, Vintage Silent Films
with Organ Improvisation
Friday, April 21, 2023 @ 7:30 pm

No charge for admission. A free-will offering will be taken.

For more information, please visit www.pumconline.org



Willoughby Hills UMC photo credit: Rev. Max Beery

District News

Brick River is coming soon!

The new EOC database, Brick river, is almost ready for church use. Brick River replaces EZRA and is where churches will enter their leadership and other information about their church.

Additionally, East Ohio Conference staff are working with General Council on Finance & Administration (GCFA) so that the new Brick River program AC Stats (Annual Conference Statistics) will be ready to be used for submitting year-end local church reports that are due this month. We appreciate your grace and patience as we diligently work on these projects. You will receive another update soon.

Save the date!

⇒ **Spring District Conference** will be Saturday, April 29, 2023 at Mayfield UMC, gathering at 9:30. Mark your calendars now!

Where's the DS?

Rev. Brady will be:

Jan. 3-5: cabinet retreat

Jan. 24: District Missions

Jan. 7: Epiphany Dinner

Jan. 24: District Finance

Jan. 12: Andover UMC

Jan. 28: Orangeville, Living Water, and
Kinsman UMCs

Jan. 15: preaching at Univ. Circle

Jan. 30: cabinet

Jan. 22: preaching at Bulah Calvary

Feb. 11: District Leadership Academy



Pastor Sandi Dennis-Greenberg of Nelson UMC (Portage County), Pam Montgomery, Arlene Novotny and Jane Parker sort donations for “Brown Bag Christmas” an outreach to the needy in Nelson Twp, Windham and Garrettsville. Photos by Pastor Sandi.

Send us a picture of your church window

I love stained glass windows! Please send pictures of a window or windows from your church to share in the newsletter.

Would your church like to let the Western Reserve District know about an important event? Or are you excited to share a cool ministry that is happening at your church? Let everyone know how God is working through you by sending a short article and maybe a picture or two to the District Office (WRDistOffice@eocumc.com).

Let's be more connectional!

— [Plan now for your church audit] —

Local church audits are required every year. The deadline is March 31. To help your audit committee get started, they can review the [Local Church Audit Guide](#) and the [Audit Guide FAQ](#). Both of these documents are found on the [Forms](#) tab of our district website. Once the audit is complete, the [Audit Report Form](#) should be filled out. One copy should be filed with the church secretary, the pastor, the church finance chair, and the district office. The district office will send it on to the conference office.



I would like to thank everyone for the generous gift that I received at the pastor's Epiphany Dinner. I am especially thankful for the warm welcome and support that I have received from everyone in the district since beginning as the District Administrator in June.

— Lisa

Bertha and I are deeply honored to serve the churches of the Western Reserve District and we were touched by your gift. Thank you for your generosity.

— Edgar

Confirmation Retreats at East Ohio Camps 2023

Confirmation Weekend at Camp Asbury

February 3 - 5, 2023

COST: \$140/youth; \$133/adults.

Registration Deadline: January 25, 2023

Confirmation Weekend at Camp Wanake

February 24 - 26, 2023

COST*: \$140/youth; \$133/adults.

Registration Deadline: February 15, 2023

We'll explore our United Methodist understanding of the sacraments, ways we talk about and experience God, ways we can connect with God in prayer, our United Methodist heritage and organization. One adult chaperone is required for every 6 youth.

To register, see the [EOC Events Registration](#) page.

For more info contact the East Ohio Conference Camping Office at 1-330-499-3972 extension 108, Camp Asbury at 330-569-3171, or Camp Wanake at 330-756-2333.



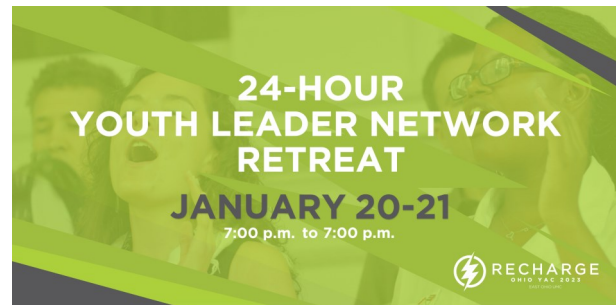
Come enjoy the fellowship and support of others who work with young people while having the opportunity to experience different ways to engage in scripture that you can take back to your churches. We will set aside intentional time for silence, sleep and connecting with one another.

Special guests:

- Bishop Tracy S. Malone will lead a devotion on Saturday morning
- Tony Walsh, worship leader
- Tim Morrison, Mount Union University Chaplain
- More to be announced closer to the date!

Registration is \$75 for double occupancy and \$150 for single occupancy at the Embassy Suites Akron Canton Airport. Includes Friday night stay, t-shirt, three meals, and snacks. If you plan to stay Saturday night, you can purchase that at the additional discount rate of \$118. Contact Anne Horvath if you have any questions: whumcyouth612@gmail.com

To register, see the [EOC Events Registration](#) page.



“SEEKING PEACE with JUSTICE...In Our Time”

An enriching and challenging event for Lay and Clergy who seek to find ways to implement the totality of Jesus' message concerning injustice issues

Hosted by East Ohio Methodist Federation for Social Action (MFSA)

At Historic Cory United Methodist Church

1117 E 105th St, Cleveland, OH 44108

Directions - <http://www.coryumc.org>

JANUARY 21, 2023

Keynote speaker, the Rev. Dr. Jack Sullivan, Executive Director of the Ohio Council of Churches followed by interactive breakout sessions addressing injustice issues.

For more details and to register, follow this link:

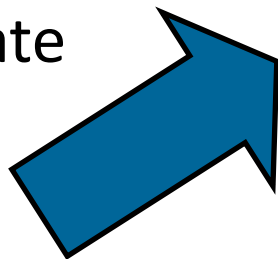
www.eomfsa.webs.com



Simplified Structure Training (aka One Board Model)

Many in church life realize the practical benefits of moving into a more simplified committee structure. Join together via Zoom in January with other congregations around the conference to learn about this model and to have opportunities to continue learning throughout the year. These classes would also be good for churches already in a simplified structure who would like a tune up or want to continue learning. For more information and to register go to: [East Ohio Conference of The United Methodist Church \(eocumc.com\)](http://East Ohio Conference of The United Methodist Church (eocumc.com)). This training is on Zoom but we do recommend you gather together and stream it as a group to help with conversations.

Save
the
Date



**SCHOLARSHIP
APPLICATIONS
OPEN NOW!**



Scholarships Available for United Methodist Students!

Applications are now open for scholarships from the United Methodist Higher Education Foundation. Every year, UMHEF awards \$2+ million to students planning to attend one of the 100+ UM-related colleges, universities, and seminaries across the country. Don't let finances get in the way of achieving your dreams of a quality education! Apply by March 1 at <https://umhef.org/apply>.

The 2022 Conference Journal is Available Online

Per our Conference rules, *The 2022 Conference Journal* is available for viewing on and for downloading from the East Ohio Conference website. To access the digital version of *The Journal*, click on the Resources tab of the website and in the drop-down menu select Conference Journal. The publication contains the reports and records of the past conference year as well as the daily proceedings of the Annual Conference session. Use the bookmark feature in the upper right corner of the pdf window to easily access any section of *The Conference Journal*.

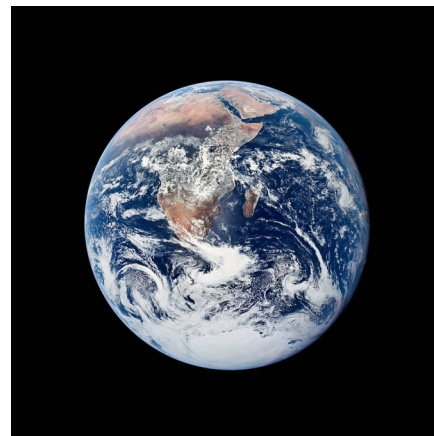
[View and download *The 2022 Conference Journal*.](#)

Church court: No new elections needed for GC2024

NASHVILLE, Tenn. (UM News) — The United Methodist Church's top court concluded that the next gathering of General Conference scheduled for 2024 is to be designated the postponed 2020 session. That means the same lay and clergy delegates elected to serve in 2020 can vote at what many United Methodists expect to be a momentous legislative assembly. Heather Hahn reports.

[Read story](#)

How does your congregation care for God's creation? Do you regularly conduct an energy audit to minimize wasted electricity and water in your church building, reuse resources that would otherwise be tossed in a landfill, encourage biking to church by installing a bike rack in the parking lot or teach sustainable gardening practices through community gardening? Have you found a creative new way to be good stewards of our natural resources? **We want to hear your story** and celebrate the impact your ministry has on God's world. Contact Kate Colbow, Conference Secretary to Global Ministries at kate_colbow@yahoo.com to share how your congregation cares for creation.



Want even more news?

You can subscribe to the East Ohio Conference E-News or read archived editions by clicking [here](#). Archived editions and the subscription box can be found in the right hand column. E-News is a bi-weekly publication of the EOC.

UM News is the official news gathering agency of the UMC. You can find its page [here](#). You can also subscribe to their [Daily Digest](#) on breaking news that affects the church, or the [Friday Digest](#), a weekly summary.



Mayfield United Methodist Church Job Description for Office Manager (Part-Time- 15-20 hours/week)

Mission Statement

Handle the day-to-day office administration of the church in a confidential manner that will support the mission of the church.

Basic Requirements and Expectations

- Be a committed Christ-follower engaged in the process of Christian discipleship.
- Pass a background check administered through the church office
- Be a team player to work well with other staff
- Be on time and prepared for work
- Connect to the congregation
- Teachable and open to constructive criticism
- Maintain professional conduct as well as appropriate personal practices and boundaries as found in the employee handbook
- Participate in regular performance reviews, including following a 90-day probationary period

Physical Requirements

- Must be able to sit or stand for long periods of time
- Must have the ability to be mobile

Responsibilities

- Assist in maintaining the highest possible ministry standards and professional ethics in accordance with the goals, mission, and purpose statements of Mayfield United Methodist Church.
- Meeting with vendors for new systems
- Attend staff meetings for coordination of events and groups
- Create address labels, group lists, and other documents
- Responsible for the following tasks (and coordinate/delegate to volunteers when possible): answer the phones, answer the door buzzer, greet people at the door and escort to appropriate places in the building, make daily signs, help prepare/coordinate mass mailings, distribute mail, and print name tags. It will need to be done during office hours
- Oversee office volunteer schedule and tasks
- Responsible for calendar scheduling with Google Calendar- scheduling events, coordinating with Building and Grounds Manager for custodial needs, and Lead Pastor for outside groups
- Set up any Zoom meetings that need to be scheduled
- Coordinate with Building and Grounds Manager and Trustee liaison for custodial staff and groups for room set up and needs, and daily code out
- Keep a current list of calendar/group contacts, codes, and organizational backups
- Set up service calls for Blue Tech and Xerox
- Create certificates for weddings and baptisms, and bags for infant/children for baptism
- Assist with bulletins for weddings or funerals, as requested
- Oversee the membership portion of Church Community Builder (CCB) - (adding new members, removing members, baptisms, weddings, births, deaths)



Mayfield United Methodist Church
Job Description for Office Manager
(Part-Time- 15-20 hours/week)

- Be knowledgeable in using SignUp Genius
- Maintain job descriptions on all paid staff and keep procedures manual up to date
- Keep current on US postal regulations concerning bulk mailings
- Assists with annual reports and Charge Conference documents when it comes to leadership and membership information, or other documents required by Book of Discipline
- Send the Sunday hospitality reminders
- Other duties as assigned

Qualifications

- Strong computer skills in applications like Word, Excel, Publisher, SignUp Genius, and Google
- Strong organization and communication skills
- Willingness to learn computer skills that may be needed
- Strong composition of many of the following spiritual gifts: Administration, Discernment, Wisdom, Leadership, Teamwork, and Service

Work Schedule

- Be in the office during the week; 3-4 hours/daily; flexible schedule
- Occasional work from home opportunities with discussion

Time Commitment

- 15-20 hours a week

Accountable to

- Lead Pastor



Mentor
UMC



Park United Methodist Church

31 Park Street
Madison, Ohio 44057-3229

Reverend David Miller

Church: (440) 428-1687
e-mail: parkumc@windstream.net

Park United Methodist Church is in need of a substitute organist or an electric piano accompanist for our Sunday worship service from 9:00 – 10:30 a.m. with an occasional special service. No choir practice. This is a good opportunity for someone who feels he/she is not proficient but would like some experience. It could possibly become a full time position. Pay is negotiable.

Park United Methodist Church is the white frame church located on the square to the east side of Rabbit Run Fine Arts building in Madison Village.

Must have their own transportation.

Inquires should contact Lora Diak evenings at 1-440-415-3067.



Willoughby United Methodist Church

15 Public Square
Willoughby, Ohio 44094
Phone: 440.942.9068 Fax: 440.942.6953
E-mail: admin@willoughbyumc.org
Website: www.wdtwchurch.org

Willoughby United Methodist Church has **two** part-time custodian positions available.

The position includes but is not limited to duties of a custodial/basic building management nature, previous experience preferred. The duties include care for the grounds in all seasons, care for the basic cleaning and mechanical needs of the building, routine maintenance of equipment, and managing custodial supplies. Hours are flexible days and afternoons, again this is a part-time (20 hours) position. A complete job description is available upon request at spr@willoughbyumc.org.

All employees of Willoughby UMC are required to live into the church's Safe Sanctuary policy which includes a background check.

Submit resumes to spr@willoughbyumc.org or send them to Willoughby UMC, **Attn: SPRC**, 15 Public Sq., Willoughby, OH 44094. Applicants may submit their resume to the Staff Parish Relations Committee through 12/30/22.