



**2024 CHURCH LEADERSHIP  
ADMINISTRATIVE COMMITTEES & MINISTRY TEAMS**  
**(updated 1-18-24)**  
**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.” Those listed below on a Council, Committee or Ministry Team are to be active members of the church in attendance and support of the ministries.*

**CHURCH COUNCIL**

**church-council@columbiamc.org**

*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 2024 (at least quarterly):**

April 14, June 2, August 4 and December 1 *Charge Conference*

**CHURCH COUNCIL MEMBERSHIP:**

Church Council Chair	Jo Frances Chastain
Lay Leader	Andy (AC) Barnett
Finance Chair	Dietrich von Biedenfeld
Board of Trustees Chair	Kevin Coulter
Staff-Parish Relations Comm.	Susan Jenkins
Lay Delegate to Annual Conference	Ashley Isaacs

Church Council Recording Secretary  
Lay Liturgist Coordinator

Karen Mostyn  
Linda Holt

*(Church Council membership continued...)*

Endowment Chair

Kaci Womack

Welcoming Ministries

Mary Kathryn Pickle

Hospitality – 4<sup>th</sup> Sun. Covered Dish Lunch  
(\* = one representative to church council)

Janet Dahse, Meg Graham,  
Stephanie McGaughey & Jo Ann Vigus

Mission, Outreach & Communications

Keith Stephens

Women's Ministry President

Paula Raeke

Altar Guild & Wedding/Funeral Coord.

Frances Baird

Music Ministry

Kathy Hathway

Pastor

Dan Conway

STAFF (Serving with voice and vote):

Chelsea Eddleman

Ashley Isaacs

Kathy Frank

Grace Culbreath

Alternate Lay Delegate approved to serve as substitute for Lay Delegate if needed: Cyndi Barnett

## **BOARD OF TRUSTEES**

[trustees@columbiamc.org](mailto:trustees@columbiamc.org)

*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 2024: Meets at least 3x/year (usually monthly) on second Mondays at 6 p.m. in the Men's Classroom:** Jan. 8, Feb 12, Mar 11, April 8, May 13, June 10, July 8, Aug 12, Sept 9, Oct 14, Nov 11 and Dec 9.

### **OFFICERS**

*Chair*

Kevin Coulter

*Vice-Chair*

Greg Graham

*Secretary*

Nancy Stephens

*Ex Officio, Pastor*

Dan Conway

*Ex Officio, Building & Grounds*

Buddy Mostyn

(works with trustees and other non-trustee volunteers)

*Class of 2024*

Greg Graham

Kevin Coulter

Nancy Stephens

*Class of 2025*

Lisha Smith

Guy Paul

Jason Isaacs

*Class of 2026*

Mike Leveridge

David Surgent

Kerry Avirett

## COMMITTEE ON FINANCE

[financecommittee@columbiamc.org](mailto:financecommittee@columbiamc.org)

*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 2024: Usually Monthly, 3<sup>rd</sup> Sundays, immediately following the worship services in the Men's classroom, except as noted.**

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

### OFFICERS

Chair	Dietrich von Biedenfeld
Vice-Chair	Alan Sassin
Treasurer	Chelsea Eddleman
Secretary/Money Counter Supervisor (see par. 347.4)	Mike Cudd
Recording Secretary	Patsy Avirett

### EX-OFFICIO MEMBERS

Lay Leader	AC Barnett
Lay Delegate	Ashley Isaacs
Church Council Chair	Jo Frances Chastain
Board of Trustees Rep	Kevin Coulter
Staff-Parish Relations Rep	Susan Jenkins
Pastor	Dan Conway

### AT-LARGE MEMBERS

Class of 2024	Allan Sassin	Sandy Weems	
Class of 2025	Charlotte Day	Dietrich von Biedenfeld	Buddy Mostyn
Class of 2026	Mike Cudd	Janet Williams	Patsy Avirett

MONEY COUNTERS: Charlotte Day , Karen Mostyn

AUDITORS: Jenna Ogburn- Coulter and Cindy Saville (par.347.7 not on Finance Committee or related to Finance Committee members)

## STAFF-PARISH RELATIONS COMMITTEE

[sprc@columbiamc.org](mailto:sprc@columbiamc.org)

*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.

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

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. 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 2024: Meets at least quarterly, called as needed.**

April 9

**OFFICERS**

Chair	Susan Jenkins
Vice-Chair	Wade Shelton
Secretary	Nancy Stephens
Lay Leader	AC Barnett
Ex Officio: Pastor	Dan Conway

**MEMBERS**

Class of 2024	Roxana Davidson	Rainbo Johnson	Mike Smith
Class of 2025	Wade Shelton	Kenneth Boone	Susan Jenkins
Class of 2026	Tissie Schwebel	Olin Hebert	Sandy Beken

**ENDOWMENT FUND**

[endowments@columbiamc.org](mailto:endowments@columbiamc.org)

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 2024: TBA**

**CHAIR**

Kaci Womack

**EX-OFFICIO MEMBERS**

Church Council Chair	Jo Frances Chastain
Trustees Chair	Kevin Coulter
Finance Chair	Dietrich von Biedenfeld
SPRC Chair	Susan Jenkins
Pastor	Dan Conway

**MEMBERS**

Class of 2024	Kaci Womack	Joyce Rankin
Class of 2025	Holly Heble	Ann Baker

**COMMITTEE ON NOMINATIONS & LAY 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 2024: TBA**

**OFFICERS**

Chair (Pastor)

Dan Conway

Vice-Chair (Lay Leader)

AC Barnett

**MEMBERS**

Class of 2024

Joyce Rankin

Becky Surgent

Kaci Womack

Class of 2025

Michelle Lara

Peggy Boone

Dee Ann Ogburn

Class of 2026

Gene Pell

Paula Raeke

Anne Carl

**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**

**The Joy Circle**

\*Paula Raeke

**ALTAR GUILD MINISTRY & FUNERAL/WEDDING COORDINATION**

**[altar\\_guild@columbiamc.org](mailto:altar_guild@columbiamc.org)**

\*Frances Baird

Susan Jenkins, Sylvia Runnels, Annette Hebert, Karen Mostyn, Michelle Lara, Janel McCallister, Dee Ann Ogburn, Shirley Trahan, Janet Williams, Judi Murray, Anne Carl, & Meg Graham

Funeral Reception Coordination- Frances Baird, Meg Graham and Anne Carl

**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, Hope Rhubottom and Brad Womack

## 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.

Restructured the committee to NOT use three class year assignments of two in order to include more people.

\*Mary Kathryn Pickle

Mike Cudd, Terri Surgent, Becky Surgent, Janet Dahse, Andy (AC) Barnett, Linda Holt and Doc.

## MISSIONS, OUTREACH & COMMUNICATIONS MINISTRIES

\*Keith Stephens

*Worship AV & Stream Team:* Jeff Hathway, Kerry Avirett, Thomas Culbreath, Jason Isaacs, Julie Rhubottom, Pastor Dan, Noah Marton

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

*Fish Fry & Special Events Team:* Keith Stephens, Chelsea Eddleman + 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, Church Council Chair, Outreach Chair, Church Administrator, Kerry Avirett, and Dietrich von Biedenfeld

## FAMILY MINISTRIES TEAM

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

## OFFICE VOLUNTEERS TEAM

[office\\_volunteers@columbiamc.org](mailto:office_volunteers@columbiamc.org)

\*Chelsea Eddleman, Charlotte Day, Susan Jenkins, Dee Ann Ogburn, Meg Graham, Patsy Avirett, Nancy Stephens, Lisha Smith, Janet Williams, Jo Ann Vigus, Karen Ross

## HOSPITALITY TEAM

[hospitality@columbiamc.org](mailto:hospitality@columbiamc.org)

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. (\*=one representative to Church Council)

4<sup>th</sup> Sunday Covered Dish Luncheon - Meg Graham, Janet Dahse, Stephanie McGaughey & Jo Ann Vigus

Sunday morning hospitality- Guy Paul + others

Funeral Receptions- see Altar Guild Ministry & Funeral/Wedding Coordination section

## ADULT BIBLE STUDY & CLASS LEADERS

Ray Sauer, Lynn Loggins, Sylvia Runnels, Nancy Stephens, Lisha Smith, Sue Salter and Cyndi Barnett

## MONDAY MORNING METHODISTS TEAM

[prayer@columbiamc.org](mailto:prayer@columbiamc.org)

A ministry of encouragement through cards, calls and prayers.

\*Mary Kathryn Pickle, Mike Cudd, Linda Holt, Lynn Loggins, Judi Murray and Ann Baker

## CARING CASSEROLES TEAM

[caring\\_team@columbiamc.org](mailto:caring_team@columbiamc.org)

Beverly Cline, Paula Raeke, Sylvia Runnels & Roxana Davidson

## **WORSHIP PLANNING TEAM**

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