

MAY THE GOD WHO GIVES PEACE BE WITH EACH OF YOU



## 2025 CHURCH CONFERENCE

WESTMINSTER UNITED METHODIST CHURCH  
165 E Main Street • Westminster, MD 21157

— October 18, 2025 —

*held offsite at Wesley Freedom UMC  
Eldersburg, MD*





## AGENDA ITEM

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# Welcome and Worship

- Gathering Praise
- Greeting Clergy, Wesley Freedom UMC
- Opening Music
- Call to Worship Lay Leader, Wesley Freedom UMC

L: Rejoice in the Lord always, and again I say Rejoice!

**P: Our joy is in the Lord who blesses us.**

L: Shout for joy, for the Lord is near!

**P: Our praises ascend to God for the mighty things God has done.** L: Let your praise dance and swirl in tribute to God!

**P: Surely God blesses and saves us. Hallelujah! Praise be to God.**

**AMEN**

# Worship, continued.....

- Opening Prayer Lynn Kohr, Lay Leader, Westminster UMC  
God of peace: Let us think about that which is true.  
*Silence*  
Let us think about that which is honorable.  
*Silence*  
Let us think about that which is just.  
*Silence*  
Let us think about that which is pure.  
*Silence*  
Let us think about that which is pleasing.  
*Silence*  
Let us think about that which is commendable.  
*Silence*  
Let us think about that which is excellent and worthy of praise.  
*Silence*  
Guard our minds, holy One, and grant us your peace.  
**Amen.**
- Hymn or Praise Song
- Scripture—Philippians 4:4-9 (NLT) Lynn Kohr, Lay Leader, Westminster UMC
- Reflection Rev. Dr. Jim Miller, Lakes District Superintendent
- Centering Music
- Witness of Joyful Ministry

# Worship, continued.....

- Closing Hymn or Praise Song
- Benediction Rev. Dr. Jim Miller, Lakes District Superintendent  
Go into the world showing a gentle attitude toward everyone. Be joyful and thankful! Fill your mind with those things that are good and deserve praise: things true, noble, right, pure, lovely, and honorable. Put into practice what you have heard here. And may the God who gives peace be with each of you.  
**All: We go in the peace of Christ to love and serve all creation.**

Move to individual area for  
church conference business





## AGENDA ITEM

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# Church Conference Voting

- Voting on:
  - Care of Members
  - Clergy Compensation
  - Nominations
  - Candidates for Ministry—n/a
  - Resolution approving Amended Endowment Document
  - Amended Westminster UMC Endowment Document
- Closing Prayer
- Adjourn



## Care of Members Report (2025) --- Westminster UMC

LK | Westminster || Westminster ||| 4555

-----MEMBERSHIP CHANGES-----

2020/2024 Book of Discipline (§ 214-242)

Notice: Questions 1&ndash;5 have been hidden and are no longer required. Please complete Questions 6&ndash;8 as requested.

----- BECAME INACTIVE THIS YEAR -----

**6. Disciples who have become inactive this past year.6**

Jamie Adrian, Bradley Arbaugh, Lisa Aughenbaugh, Jordan Breining, Kayla Brotherton, Robert Brown, Donald Conner, Katherine Costley, Velizar Dell, Lisa Hardesty, Eric Haufler, Zachary Hepler, Richard Huss, Joshua Keefer, Christina Lindsay, Dorothy MacLean-Blevins, Jordan Pfaff, Regan Pfaff, Aaron Phillips, John Seargeant, Rebekah Wood, Kelly Zepp

**a. What specific strategies will you use to reengage members in active discipleship?**

Proactively, we began reaching out in August 2025 by mailed Care of Members letter with SASE reply card with options: 1) re-engage with WUMC; 2) transfer to another church; 3) withdraw membership. Replies are still being received. All replies received thus far have been processed and the names above are current at the time of submission.

Our mailing garnered five (5) replies in members who became inactive in the past year:

1 - withdrawal

4 - desire to re-engage

Those who did not reply are shown in box 6, above, and will be carried forward as members who have not re-engaged with the community life of the church.

We continue USPS mailing church newsletters and emailing church eHeralds with church news and links to worship bulletins, giving opportunities for re-engagement. We will follow-up with a second mailing in 2026.

**b. Members living locally for whom the church council has taken responsibility and faithfully follow par. 228.2b[1]**

Jamie Adrian, Bradley Arbaugh, Lisa Aughenbaugh, Jordan Breining, Donald Conner, Katherine Costley, Velizar Dell, Lisa Hardesty, Zachary Hepler, Richard Huss, Joshua Keefer, Christina Lindsay, Dorothy MacLean-Blevins, John Seargeant, Rebekah Wood, Kelly Zepp

**c. Members who reside outside the community and who are being encouraged to transfer their membership. par. 228.2b[2]**

Kayla Brotherton, Eric Haufler, Robert Brown, Aaron Phillips, Jordan Pfaff, Regan Pfaff

**d. Members we would seek out if we could, but whose addresses are unknown. par. 228.2b[3]**

Rebekah Wood

----- INACTIVE FOR AT LEAST ONE YEAR -----

For prior year's report/names, visit "Church Conference Forms" in Arena

(scroll to bottom of page - Church Admin access required)

## **Care of Members Report (2025) --- Westminster UMC**

### **7. Disciples who have been inactive for at least 1 year.**

Carly Aughenbaugh, Jonathan Berr, Suzanne Blankenship, Kristin Brauth, Jennarae Breining, Angela Catania, Jeremy Clendaniel, Rebecca Clendaniel, Alexandra Clise, Heidi Flinn-Blake, Robert Flutka, Emily Green, Brandon Green, Patricia Hamilton, William Harbold, Muriel Harding, Sean Higgins, Elliot Hirtle, Julie Hughner, Lindsay Inge, John Kattermann, Eric Kazyak, Pamela Kempa, Ryan King, Tyler King, Melissa Knowles, Scott Knowles, William Knox, Jacquelyn Ledford, Abigail MacLean-Blevins, Katherine MacLean-Blevins, Jacob MacLean-Blevins, David Malehorn, Ed Payne, Brin Prybylski, Amanda Ridgely, Gail Sanderson, Michelle Seitz, Sally Seitz, Molly Union, Leah Union, Korin Watson, Rebekah Weikers, Bryce Zepp

**a. What strategies will you use in the upcoming year to seek after, connect with and invite back into active discipleship the persons listed above who have been faithfully sought after for one year? See par. 228.2b[4]**  
We have reached out by mailed Care of Members letter in August 2024 and August 2025 with SASE reply card with options: 1) re-engage with WUMC; 2) transfer to another church; 3) withdraw membership. Replies from the 2025 mailing are still being received. All replies received thus far have been processed and the names above are current at the time of submission.

Those who did not reply are shown in box 7, above, and will be carried forward as members who have not re-engaged with the community life of the church.

We give additional opportunities for re-engagement through shared church news via mailed/online monthly newsletters and weekly emailed news and worship links. We will follow-up with a third Care of Members mailing in 2026.

### **b. Persons who will be considered for removal from membership at next year's church conference if your efforts are unsuccessful.**

Carly Aughenbaugh, Jonathan Berr, Suzanne Blankenship, Kristin Brauth, Jennarae Breining, Angela Catania, Jeremy Clendaniel, Rebecca Clendaniel, Alexandra Clise, Heidi Flinn-Blake, Robert Flutka, Emily Green, Brandon Green, Patricia Hamilton, William Harbold, Muriel Harding, Sean Higgins, Elliot Hirtle, Julie Hughner, Lindsay Inge, John Kattermann, Eric Kazyak, Pamela Kempa, Ryan King, Tyler King, Melissa Knowles, Scott Knowles, William Knox, Jacquelyn Ledford, Abigail MacLean-Blevins, Katherine MacLean-Blevins, Jacob MacLean-Blevins, David Malehorn, Ed Payne, Brin Prybylski, Amanda Ridgely, Gail Sanderson, Michelle Seitz, Sally Seitz, Molly Union, Leah Union, Korin Watson, Rebekah Weikers, Bryce Zepp

----- INACTIVE FOR AT LEAST TWO YEARS -----

**For prior year's report/names, visit "Church Conference Forms" in Arena**

**(scroll to bottom of page - Church Admin access required)**

### **8. Disciples who have been INACTIVE for at least two years.**

Nicholas Malehorn, David Roush, Gregory Kurth-Ford, Stacy Kurth-Ford, Catherine Pass, Nancy Imbraguglio, Jennifer Schultheis, Doris Stoner, Suzanne Radcliffe, Alison Larsen, Benjamin Arbaugh, Donald Hicks, Jennifer Sewash-Schetz, David Schetz, Katherine Pass, Kathryn McDonald, Nicholas Mount, James Smith, Christine Smith, Colin Richmond, Katherine Richmond, Shawn Kopp, Amy Kopp, Benjamin Seher, Brian House, Erin Laird, Robin Hill, Alicia Feuillet, Christopher Schrieber, Joseph Breining, Jenise Hyland, Kevin Eckles, George Frick, Judi Frick, John Andrew, Pam Andrew, W. Ryan Groft, Danielle Burkhead, Jonathan Gibson, Thomas Malehorn, Thomas Park, Tyler Aughenbaugh, Laura Vizcaino

**Care of Members Report (2025)**  
**--- Westminster UMC**

**a. What strategies have you used to reclaim disciples who have become inactive and to whom you have been unable to minister to for at least the last two consecutive years? See par. 228.2b [4]**

We have reached out by mailed Care of Members letter in August 2024 and August 2025 with SASE reply card with options: 1) re-engage with WUMC; 2) transfer to another church; 3) withdraw membership. Replies from the 2025 mailing are still being received. All replies received thus far have been processed and the names above are current at the time of submission.

Those who did not reply are shown in box 8, above.

We continued contact and opportunities for re-engagement through shared church news via mailed/online monthly newsletters and weekly emailed news and worship links.

**b. Persons who have not been responsive to these efforts and you are recommending be removed from the membership roll by action of the current year's church conference.**

Nicholas Malehorn, David Roush, Gregory Kurth-Ford, Stacy Kurth-Ford, Catherine Pass, Nancy Imbraguglio, Jennifer Schultheis, Doris Stoner, Suzanne Radcliffe, Alison Larsen, Benjamin Arbaugh, Donald Hicks, Jennifer Sewash-Schetz, David Schetz, Katherine Pass, Kathryn McDonald, Nicholas Mount, James Smith, Christine Smith, Colin Richmond, Katherine Richmond, Shawn Kopp, Amy Kopp, Benjamin Seher, Brian House, Erin Laird, Robin Hill, Alicia Feuillet, Christopher Schrieber, Joseph Breining, Jenise Hyland, Kevin Eckles, George Frick, Judi Frick, John Andrew, Pam Andrew, W. Ryan Groft, Danielle Burkhead, Jonathan Gibson, Thomas Malehorn, Thomas Park, Tyler Aughenbaugh, Laura Vizcaino

-----  
**This form was completed by:**

Larry Bohn / slh

**Date:**

09/23/2025

**The following signatures will be acquired at CC if a vote is applicable per item 8b.**

**Pastor Signature:** \_\_\_\_\_

**Presiding Elder Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please upload a scanned copy of the signed report**

No File Attached

**Form Status:**

Complete



## Clergy Compensation Summary (2026) Malcolm Stranathan

### Instructions:

Download the 2026 Clergy Compensation Report that best applies to your charge. The forms will open in a protected view. Click &quot;Enable Editing&quot; and save the form to your local drive before you begin entering amounts. Be sure to save it again once complete.

Use the last page (Financial Obligation/Summary page) of the Clergy Compensation Report to fill in the fields below.

Upload a completed unsigned Clergy Compensation Report when prompted below.

To be completed by October 1.

Multi-point charges should complete one Arena compensation report for each pastor.

Churches that are not on a charge but share a pastor can complete one single-point clergy compensation report in Arena per church.

-----  
**Church Name or Lead Church of Multi-Point Charge:**

LK | Westminster || Westminster ||| 4555

**Pastor's First Name**

Malcolm

**Pastor's Last Name:**

Stranathan

**Parsonage Provided?**

No

**Total Cash Compensation**

63288

**Housing Allowance**

33411

**Eligible for HealthFlex (Medical)?**

Yes

**COMPASS Fixed Flat Dollar Contribution**

1800

**COMPASS (3%+4% Cash Comp) Contribution**

6769

**CPP - Comprehensive Protection Plan / UMLO - UMLifeOptions**

2901

**Total Expected Expense Reimbursement**

8525

**Has your Church Conference taken place?**

No

**[PRE-Conference] Upload Completed unsigned Clergy Compensation Worksheet for This Pastor:**

[2026 clergy-compensation-worksheet-single-point-v9182025-rev.xlsx](#)

**[PRE-Conference] Additional Report (Clergy Serving multiple churches or in Co-op Parish)**

No File Attached

**Clergy Compensation Summary (2026)**  
**Malcolm Stranathan**

**[POST-Conference] Upload signed Clergy Compensation Worksheet for This Pastor:**

No File Attached

**[POST-Conference] Additional Report (Clergy Serving multiple churches or in Co-op Parish)**

No File Attached

**Form Status:**

Complete

**2026 Clergy Compensation Report - Single Point Charge**

**Overview:**

v9.18.2025

The SPRC chair and local church treasurer should complete the compensation report and submit the information **by October 1st**. The amounts included on the compensation report should coincide with the amounts determined at Church Conference and constitute a covenantal agreement until changed by Church Conference action. **A summary of the amounts included on this report will be entered into Arena and this form, signed by all except the District Superintendent, will be uploaded into Arena.**

*Data Entry Areas Are Outlined Like This*

**PASTOR & CHURCH INFORMATION**

A	<b>Pastor Name :</b>	Rev. Dr. Malcolm R. Stranathan	<b>Pastor Phone :</b>	410-660-6606	A
B	<b>Pastor Email :</b>	m.stranathan@wumcmd.org <small>Example: johndoe@example.com</small>	<b>Church Phone :</b>	410-848-8325	B
C	<b>Charge Name :</b>	Westminster UMC	<b>Church Name :</b>	Westminster United Methodist Church	C
D	<b>District:</b>	Lakes District	<b>Church ID # :</b>	#4555	D

**FORM SUBMITTER**

E	<b>Submitted By:</b>	Kenna Haj	<b>Position :</b>	SPRC Chair	E
F	<b>Phone</b>	240-422-9131	<b>Email :</b>	hikenkenn@aol.com <small>Example: johndoe@example.com</small>	F

**Worksheet 1:NON HOUSING COMPENSATION PAID DIRECTLY TO THE PASTOR FOR THE UPCOMING YEAR**

**Line # 1, 3, 4 and 5** - these items are always part of the salary (base compensation).

**Item #2** - Do NOT report the amount the pastor sends to the IRS. However, if the CHURCH reimburses the pastor for some/all of his/her Self-Employment Tax, this amount must be reported on Line 2, as it is considered additional compensation. Note: Churches should NOT withhold Self-Employment Taxes from clergy compensation.

**The amount on Line #1 should NOT include any of the amounts listed on Lines #2-5.**

1	<b>Cash Salary:</b> Cash salary to be paid for the upcoming year.	\$	63,288	1
2	<b>Self-Employment Tax Payments:</b> Enter ONLY if the church contributes towards the pastor's self-employment tax in ADDITION TO the base salary.	\$	-	2
3	<b>Other Compensation:</b> Enter only if the church pays <u>additional</u> compensation, such as bonuses or gifts?	\$	-	3
4	<b>Equitable Compensation Support:</b> Include <u>only</u> if the church has an approval letter from the Unified Funding Task Force	\$	-	4
5	<b>Other Support:</b> Other support received from Conference or Region (do <u>NOT</u> include equitable compensation in this amount) Do NOT include amounts paid for pension or medical benefits.	\$	-	5
6	<b>TOTAL - Non-Housing Compensation (Lines 1-5)</b>	\$	63,288	6

**Worksheet 2: OTHER COMPENSATION ITEMS PAID BY THE CHURCH ON BEHALF OF THE PASTOR**

Use this section only if the church provides additional dollars over and above the pastor's cash salary. **Adding amounts in the section increases the church's mandatory pension payments and Mission Share base.**

7	After tax UMPIP or ROTH - Optional:		7
8	Pre-Tax UMPIP - Optional:		8
9	Flexible Spending Account Contribution - Optional:		9
10	HealthFlex (Conference Health Insurance) Premiums:		10
11	Other Insurance Premiums (Medical, Disability etc...):		11
12	<b>TOTAL - Other Compensation Items (Lines 7-11)</b>	<b>\$ -</b>	12

**Worksheet 3: HOUSING COMPENSATION**

13	Will pastor be living in a church parsonage (Y or N) - Click in cell to make selection	N	13
14	Housing Allowance: Enter the amount the pastor will receive as housing allowance for the upcoming year. Leave this blank if a parsonage is provided.	\$ 33,411	14

**Worksheet 1-3 Summary: TOTAL PLAN COMPENSATION**

The numbers in the following chart summarize what you have entered in previous sections of this report. **Total Plan Compensation** is used for the purpose of calculating pension and self-employment tax.

15	\$ 63,288	Cash Salary	15
16		- Self-Employment Tax Payments	16
17		- Other Cash Compensation	17
18		- Equitable Compensation support	18
19		- Other Support	19
20		- After tax UMPIP	20
21		- Pre-Tax UMPIP	21
22		- Flexible Spending Account Contribution	22
23		- Health Insurance Premiums	23
24		- Other Insurance Premiums	24
25	\$ 63,288	<b>Total Cash Compensation</b>	25
26	\$ 33,411	Housing Compensation**	26
27	\$ 96,699	<b>Total Plan Compensation</b>	27

*Note: Line 25 of THIS report should be included on line 53 or 54 of your Statistical Report (ACStats)*

*Note: If the church provides a housing allowance, Line 26 of THIS report should be included on line 55 of your Statistical Report (ACStats). If the church provides a parsonage, line 55 should reflect the actual expenses incurred for providing the parsonage - may/may not be 35% of the pastor's cash comp. (Parsonage expenses do not include mortgage, capital improvements, or purchase amount.)*

\*\* If you indicated the church provides a parsonage, this number is 35% of the total of the Total Cash Compensation and is used for pension calculation. Otherwise, it is the actual Housing Allowance paid to the pastor.

**Worksheet 4: ACCOUNTABLE REIMBURSEMENT AMOUNT FOR UPCOMING YEAR**

There is no need to designate the categories of how the reimbursements are used. Using one figure gives the pastor and congregation some flexibility in how the money is used, especially in years when one category might have higher demands than another. The total is not to be exceeded without additional approval by the Church Council, and if there is money left at the end of the year, it is not to be paid to the pastor.

28	<b>Total Expected Accountable Reimbursement:*</b> Enter the total amount committed to reimbursable expenses for the year.	<b>\$ 8,525</b>	28
----	--	-----------------	----

**Effective 1/1/2026, Conference guidelines recommend a minimum amount for \$5,269 for full-time clergy (10% of the Equitable Compensation Base Salary).**

**Worksheet 5: BENEFITS ELIGIBILITY**

Pension and medical eligibility will automatically display based on your selections for lines 29 and 30. It is important that you choose the correct information for these lines in order for Worksheet 6 to auto-calculate correctly. Benefits questions? Please contact our benefits office at 410-309-3430 (Karen Conroy) via email at HR-BenefitsOffice@bwcumc.org or visit our website at http://www.bwcumc.org/administration/benefits/.


29	Pastor's Conference Relationship :	Full Elder (FE)	29
30	Appointment Status / Code:	Fulltime	30
31			31

**Answer BOTH Questions Above (29-30) to Determine Benefit Eligibility**

		PENSION ELIGIBILITY			MEDICAL ELIGIBILITY		
		COMPASS	CPP/UMLifeOptions	UMPIP	HealthFlex		
32		Required	Required	Not Eligible	Required		32
		COMPASS Notes	CPP/UMLO Notes	UMPIP Notes	Healthflex Notes		
32N		Fixed Flat Dollar Contribution - \$1800 Pay-Dependent Contribution - (Plan Comp x 3%) Church Full Match- (Plan Comp x 4%)	CPP=3% of Plan Comp.	Not Eligible	Required		32N

**Worksheet 6: BENEFIT RATES AND PARTICIPATION (Answer ALL questions on Worksheet 5 before proceeding)**

Total Plan Compensation (from Worksheets 1–3) is used to calculate Compass contributions: 1.) a fixed dollar amount, 2.) a 3% required pay-based contribution, and 3.) a 4% required match on clergy contributions. It also determines eligibility for CPP or UMLifeOptions.

33	<b>Total Plan Compensation (for Compass and CPP Calculations)</b>	\$	96,699		33	
<b>COMPASS Retirement Plan Church Contributions</b>						
34	- Fixed Flat Dollar Contribution	\$	1,800	 Participating? (Y or N)	34	
35	- Pay-Dependent Contribution - (Plan Comp x 3%)	\$	2,901		35	
35a	- Church Pension Contribution Match- (Plan Comp x 4%)***	\$	3,868		35a	
36	<b>TOTAL CRSP</b>	\$	8,569	Y	36	
*** While called a "match," the 4% employer contribution is required regardless of a pastor's contribution. This ensures a meaningful foundation for retirement. Churches are encouraged to support and remind pastors of the importance of contributing at least 4% themselves to fully benefit from this provision.						
<b>CPP - Comprehensive Protection Plan / UMLO - UMLifeOptions</b>						
37	- Plan Comp x 3%	\$	2,901	Participating? (Y or N)	37	
38	<b>TOTAL CPP / UMLifeOptions</b>	\$	2,901	Y	38	
39						39
40	<b>HealthFlex - Medical Insurance</b>					40
The church's mandatory portion for all eligible clergy is \$1050/month or \$12,600/year. See the Benefits Eligibility Chart for further information.						
					HealthFlex	
					Participating? (Y or N)	
41				Y	41	
		<b>Annual Rate</b>	\$	12,600		
42						42
43						43

**Church Conference Compensation Summary Report for: Westminster United Methodist Church**

**\*\*Please bring all pages of this report to your Church Conference.\*\***

**Westminster United Methodist Church FINANCIAL OBLIGATION FOR Rev. Dr. Malcolm R. Stranathan**

Based on compensation and benefits (amounts and participation) entered in the areas above, the church's total financial obligation to the pastor is shown below.

Compensation Categories	Compensation Totals
Pastor Living in a Parsonage?	
Total Cash Comp	\$ 63,288
Housing Allowance (no amount will display for parsonage)	\$ 33,411
*HealthFlex Premium paid to Annual Conference (Church Portion)	\$ 12,600
COMPASS Fixed Flat Dollar Contribution*	\$ 1,800
COMPASS (3%+4% Cash Comp) Contribution*	\$ 6,769
*CPP/UMLO - Comprehensive Protection Plan / UMLifeOptions	\$ 2,901
Total Expected Expense Reimbursement	\$ 8,525
<b>TOTAL - Financial Obligation for Pastor</b>	<b>\$ 129,294</b>
<i>* Amounts will only display if "Participating?" = "Y" (see Worksheet 6 - above)</i>	
<b>EQUITABLE COMPENSATION (IF APPLICABLE):</b>	<b>\$ -</b>
After church conference, the District Administrator will use this report to update pastor compensation records. Please be sure you have checked the amounts shown.	

**CONFERENCE SIGNATURES**

**Prior to uploading to Arena ahead of your Church Conference, please type the Leader names. Worksheet will be signed in-person at Church Conference.**

By signing, I acknowledge that the church conference approved the Pastor's Total Salary, Housing and Accountable Reimbursement. I also understand that if there is a parsonage value listed, it is not a cash payment of any kind.

<b>Pastor:</b>	Date:
Print or Type NAME >> Rev. Dr. Malcolm R. Stranathan	Print or Type EMAIL >> m.stranathan@wumcmd.org
<b>SPRC Chair:</b>	Date:
Print or Type NAME >> Kenna Haj	Print or Type EMAIL >> hikenkenn@aol.com
<b>Treasurer/Finance Chair:</b>	Date:
Print or Type NAME >> Jennifer Munch	Print or Type EMAIL >> jcmunch16@comcast.net
<b>District Superintendent or Presiding Clergy:</b>	Date:
Print or Type NAME >>	Print or Type EMAIL >>

**IMPORTANT INSTRUCTIONS - PLEASE READ BELOW !!**

Once you have completed this form, please do the following:

- **SAVE** an electronic copy of your form on your PC or Mac (remember where you saved it)
- **SUBMIT** an electronic copy of your form, signed by all except the District Superintendent or Presiding Clergy, to the BWC by uploading it to the "Clergy Compensation Report Summary" page in **Arena by October 1st**

*Note: You will need to use the last page of this report to fill in the required fields on the summary page in Arena.*

- **PRINT and PREPARE** copies of this report for those who will be voting at your Church Conference. A copy of this report will be included in the packet for the presiding elder.

*A final copy with all signatures will be sent to you after all of the above have been completed.*

## Westminster UMC, Westminster (4555) 2026 Nominations Report (Standard Model)

Printed: October 16, 2025

We, the members of Westminster UMC, present the following Nomination Report

**'26 Status Description:**

**Inactive:** Term ends in Dec. '25    **Active:** Start Date on/before Jan. 1, '26    **Future:** Term starts after Jan. 1, '26

Committee Group	Member Name	Position	Start	End	'26 Status
Adult Ministries	---				
Campus Ministry	---				
Children's Ministries	Emily Gibbs	Cmte Member	04/17/22		ACTIVE
Church Council	Meghan Humbert	Cmte Chair/Pres	06/01/25	12/31/27	ACTIVE
	Lorna Rice	Cmte Secretary	01/01/24	12/31/26	ACTIVE
	Ronnie Bohn	Cmte Vice Chair/VP	01/01/23	12/31/25	INACTIVE
Church School / Small Group	Peggy Hepler	Cmte Chair/Pres	09/23/19		ACTIVE
	Tracy Hulsman	Coordinator	05/01/19		ACTIVE
Clergy / Pastors	Malcolm Stranathan	Pastor	07/01/15		ACTIVE
Communications Ministry	---				
Congregant / Member	---				
Council on Ministries	---				
Education	Malcolm Stranathan	Pastor	07/01/15		ACTIVE
	Jonyae Curry	Youth Pastor/Leader	09/18/22		ACTIVE
	Kyler Brengle	Cmte Mbr at Large	01/01/18		ACTIVE
	Emily Gibbs	Cmte Mbr at Large	04/17/22		ACTIVE
	Michelle Olson	Cmte Mbr at Large	01/01/18		ACTIVE
	Sue Harry	Cmte Member	01/01/25	12/31/27	ACTIVE
	Lori Hayman	Cmte Member	01/01/24	12/31/26	ACTIVE
	Linda Wood	Cmte Chair/Pres	01/01/23	12/31/25	INACTIVE
	Sue Hughson	Cmte Member	11/22/22	12/31/25	INACTIVE
	Colin Seher	Cmte Member	01/01/23	12/31/25	INACTIVE
Endowment Ministry	Ed Davis	Cmte Member	01/01/22	12/31/26	ACTIVE
	Sandy Keefer	Cmte Member	08/01/24	12/31/27	ACTIVE
	Richard Portner	Cmte Member	08/01/24	12/31/28	ACTIVE
	Mary Beth Schwenke	Cmte Member	08/01/24	12/31/28	ACTIVE
	Carolyn Scott	Cmte Member	08/01/24	12/31/27	ACTIVE
	Richard Marrs	Cmte Chair/Pres	01/01/17	12/31/25	INACTIVE
Evangelism Ministry	---				
Family Ministries	Al Keefer	Cmte Member	01/01/26	12/31/28	ACTIVE

**Westminster UMC, Westminster (4555)  
2026 Nominations Report (Standard Model)**

Printed: October 16, 2025

Committee Group	Member Name	Position	Start	End	'26 Status
<b>Family Ministries</b>	<b>Al Moroz</b>	<b>Cmte Member</b>	<b>01/01/25</b>	<b>12/31/27</b>	<b>ACTIVE</b>
	<b>Karen Moroz</b>	<b>Cmte Member</b>	<b>01/01/25</b>	<b>12/31/27</b>	<b>ACTIVE</b>
	<b>Dee Roush</b>	<b>Cmte Member</b>	<b>01/01/26</b>	<b>12/31/28</b>	<b>ACTIVE</b>
	<b>Dot White</b>	<b>Cmte Member</b>	<b>01/01/22</b>	<b>12/31/26</b>	<b>ACTIVE</b>
	Beverly Humbert	Cmte Chair/Pres	09/04/22	12/31/25	INACTIVE
	Leah Schryer	Cmte Member	01/01/23	12/31/25	INACTIVE
<b>Finance Ministry</b>	<b>Chris Brown</b>	<b>Cmte Chair, eff. 1/2026</b>	<b>01/01/22</b>	<b>12/31/28</b>	<b>ACTIVE</b>
	<b>Malcolm Stranathan</b>	<b>Pastor</b>	<b>07/01/15</b>		<b>ACTIVE</b>
	<b>Jennifer Munch</b>	<b>Treasurer</b>	<b>01/01/18</b>		<b>ACTIVE</b>
	<b>Belinda Norton</b>	<b>Treasurer</b>	<b>04/23/18</b>		<b>ACTIVE</b>
	<b>Rich Gonsman</b>	<b>Cmte Member</b>	<b>01/01/22</b>	<b>12/31/26</b>	<b>ACTIVE</b>
	<b>Richard Portner</b>	<b>Cmte Member</b>	<b>01/01/23</b>	<b>12/31/27</b>	<b>ACTIVE</b>
	<b>Mary Beth Schwenke</b>	<b>Cmte Member</b>	<b>01/01/24</b>	<b>12/31/26</b>	<b>ACTIVE</b>
	<b>Don Weser</b>	<b>Cmte Member</b>	<b>01/01/24</b>	<b>12/31/26</b>	<b>ACTIVE</b>
	<b>Michele Zollickoffer</b>	<b>Cmte Member</b>	<b>01/01/25</b>	<b>12/31/27</b>	<b>ACTIVE</b>
	<b>Lynn Kohr</b>	<b>Lay Leader</b>	<b>01/01/25</b>		<b>ACTIVE</b>
	John Yingling	Cmte Chair/Pres	01/01/19	12/31/25	INACTIVE
	Woodie Wood	Lay Leader	01/01/21	12/31/25	INACTIVE
<b>Lay Leaders</b>	<b>Lynn Kohr</b>	<b>Lay Leader</b>	<b>01/01/24</b>	<b>12/31/26</b>	<b>ACTIVE</b>
<b>Lay Leadership Dvlpmt</b>	<b>Malcolm Stranathan</b>	<b>Pastor</b>	<b>01/01/16</b>		<b>ACTIVE</b>
	<b>Beverly Humbert</b>	<b>Cmte Member</b>	<b>01/01/26</b>	<b>12/31/28</b>	<b>ACTIVE</b>
	<b>Spike Morningstar III</b>	<b>Cmte Member</b>	<b>01/01/26</b>	<b>12/31/28</b>	<b>ACTIVE</b>
	<b>Lynn Kohr</b>	<b>Lay Leader</b>	<b>08/01/24</b>	<b>12/31/26</b>	<b>ACTIVE</b>
<b>Lay Members to AC</b>	<b>Will Somers</b>	<b>Lay Member to AC</b>	<b>05/01/23</b>		<b>ACTIVE</b>
<b>Lay Servant Ministries</b>	---				
<b>Lay Staff</b>	<b>Kyler Brengle</b>		<b>01/01/16</b>		<b>ACTIVE</b>
	<b>Peggy Brengle</b>		<b>04/05/10</b>		<b>ACTIVE</b>
	<b>Emily Gibbs</b>		<b>04/17/22</b>		<b>ACTIVE</b>
	<b>Michelle Olson</b>		<b>09/13/15</b>		<b>ACTIVE</b>
	<b>Kenneth Humbert</b>	<b>Pastor</b>	<b>09/01/19</b>		<b>ACTIVE</b>
	<b>Belinda Norton</b>	<b>Bookkeeper</b>	<b>04/23/18</b>		<b>ACTIVE</b>
	<b>Jonya Curry</b>	<b>Youth Pastor/Leader</b>	<b>09/18/22</b>		<b>ACTIVE</b>
	<b>Sherri Haines</b>	<b>Church Administrator</b>	<b>10/17/11</b>		<b>ACTIVE</b>
	<b>Dave Hughson</b>	<b>Cmte Member</b>	<b>08/27/23</b>		<b>ACTIVE</b>

**Westminster UMC, Westminster (4555)  
2026 Nominations Report (Standard Model)**

Printed: October 16, 2025

Committee Group	Member Name	Position	Start	End	'26 Status
Lay Staff	Rich Umla	Cmte Member	01/03/19		ACTIVE
Membership Ministry	Larry Bohn	Cmte Chair/Pres	01/01/17		ACTIVE
Memorials Ministry	---				
Missions Ministry	Malcolm Stranathan	Pastor	07/01/15		ACTIVE
	Jackie Cage	Cmte Member	08/01/25	12/31/27	ACTIVE
	Paul Finnerty	Cmte Member	01/01/25	12/31/27	ACTIVE
	Diane Groft	Cmte Member	01/01/26	12/31/28	ACTIVE
	Susan Harbold	Cmte Member	09/01/25	12/31/26	ACTIVE
	Kristin Hurley	Cmte Member	08/01/25	12/31/27	ACTIVE
	Mary Louise Poole	Cmte Member	01/01/23	12/31/26	ACTIVE
	Sue Shorb-Sterling	Cmte Member	01/01/23	12/31/26	ACTIVE
Music Ministry	Kyler Brengle	Coordinator	01/01/16		ACTIVE
	Peggy Brengle	Coordinator	01/01/11		ACTIVE
	Rich Umla	Coordinator	01/03/19		ACTIVE
Native American	---				
Scouting	Will Somers	Cmte Vice Chair/VP	06/01/25		ACTIVE
	Sarah Williams	Coordinator	08/08/23		ACTIVE
SPRC / PPRC	Kenna Haj	Cmte Chair/Pres	01/01/22	12/31/26	ACTIVE
	'Suatee Bloom	Cmte Member	01/01/25	12/31/27	ACTIVE
	Lori Hayman	Cmte Member	01/01/25	12/31/27	ACTIVE
	Linwood Row	Cmte Member	01/01/26	12/31/28	ACTIVE
	Teresa Shipley	Cmte Member	01/01/24	12/31/26	ACTIVE
	Woodie Wood	Cmte Member	08/08/25	12/31/28	ACTIVE
	Lynn Kohr	Lay Leader	01/01/25		ACTIVE
	Larry Bohn	Cmte Member	01/01/23	12/31/25	INACTIVE
	Craig Williams	Cmte Member	01/01/23	12/31/25	INACTIVE
Stewardship Ministry	---				
Trustees	Chris Schryer	Cmte Chair/Pres	01/01/24	12/31/26	ACTIVE
	Colby Watts	Cmte Chair/Pres	01/01/24	12/31/26	ACTIVE
	Dan Dell	Cmte Vice Chair/VP	01/01/18	12/31/27	ACTIVE
	Lynn Shaw	Treasurer	01/01/24	12/31/26	ACTIVE
	Dee Roush	Cmte Member	03/01/20	12/31/27	ACTIVE
	Kris Somers	Cmte Member	01/01/24	12/31/26	ACTIVE
	Sue Thomas	Cmte Member	01/01/22	12/31/27	ACTIVE

**Westminster UMC, Westminster (4555)  
2026 Nominations Report (Standard Model)**

Printed: October 16, 2025

Committee Group	Member Name	Position	Start	End	'26 Status
<b>Trustees</b>	<b>Lynn Kohr</b>	<b>Lay Leader</b>	<b>01/01/25</b>		<b>ACTIVE</b>
	Marjie Kimble	Cmte Secretary	01/01/22	12/31/25	INACTIVE
	Richard Marrs	Cmte Mbr at Large	01/01/17	12/31/25	INACTIVE
	Ed Davis	Cmte Member	01/01/23	12/31/25	INACTIVE
<b>United Methodist Men</b>	---				
<b>United Methodist Women</b>	---				
<b>Worship Ministry</b>	<b>Malcolm Stranathan</b>	<b>Pastor</b>	<b>07/01/15</b>		<b>ACTIVE</b>
	<b>Kyler Brengle</b>	<b>Cmte Mbr at Large</b>	<b>01/01/17</b>		<b>ACTIVE</b>
	<b>Peggy Brengle</b>	<b>Cmte Mbr at Large</b>	<b>01/01/17</b>		<b>ACTIVE</b>
	<b>Sue Thomas</b>	<b>Cmte Mbr at Large</b>	<b>01/01/11</b>		<b>ACTIVE</b>
	<b>Kristy Vandervalk</b>	<b>Cmte Mbr at Large</b>	<b>01/01/18</b>		<b>ACTIVE</b>
	<b>Amy Haufler</b>	<b>Cmte Member</b>	<b>01/01/24</b>	<b>12/31/26</b>	<b>ACTIVE</b>
	<b>Matt Hempstead</b>	<b>Cmte Member</b>	<b>01/01/26</b>	<b>12/31/28</b>	<b>ACTIVE</b>
	<b>Sue Hughson</b>	<b>Cmte Member</b>	<b>01/01/26</b>	<b>12/31/28</b>	<b>ACTIVE</b>
	Carolyn Scott	Cmte Chair/Pres	01/29/18	12/31/25	INACTIVE
<b>Youth Ministries</b>	<b>Jonyae Curry</b>	<b>Youth Pastor/Leader</b>	<b>09/18/22</b>		<b>ACTIVE</b>

I/We affirm that a majority vote was conducted for the nominations presented here.

**Pastor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Presiding Clergy:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**RESOLUTION APPROVING WESTMINSTER UNITED METHODIST CHURCH AMENDED  
AND RESTATED PERMANENT ENDOWMENT FUND DECLARATION DOCUMENT**

WHEREAS WESTMINSTER UNITED METHODIST CHURCH (WUMC) has a Permanent Endowment Fund that was duly established by the Charge Conference of WUMC on November 30, 1994; and

WHEREAS a diligent search has located an unsigned copy of the document establishing the Permanent Endowment Fund at the WUMC Charge Conference meeting on November 30, 1994, but has failed to locate the original signed copy of said document; and

WHEREAS the WUMC Endowment Committee has created an AMENDED AND RESTATED Endowment document and has recommended it to the WUMC Church Council that has reviewed and approved it; now therefore

BE IT RESOLVED that the WESTMINSTER UNITED METHODIST CHURCH CHARGE CONFERENCE be requested to take all necessary steps for approval to discontinue use of the said existing unsigned document, and for approval and use of said new AMENDED AND RESTATED document, by the Endowment Committee of the WESTMINSTER UNITED CHURCH.

This Resolution approved by the Church Council of WUMC at a regularly scheduled meeting of the Church Council on September 23, 2025, at WESTMINSTER UNITED METHODIST CHURCH.

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Meghan Humbert, Chair, Church Council  
WESTMINSTER UNITED METHODIST CHURCH

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Chris Schryer, Co-Chair, Board of Trustees  
WESTMINSTER UNITED METHODIST CHURCH

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Colby Watts, Co-Chair, Board of Trustees  
WESTMINSTER UNITED METHODIST CHURCH

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Rev. Dr. Malcolm Stanathan, Pastor  
WESTMINSTER UNITED METHODIST CHURCH



**AMENDMENT AND RESTATEMENT**  
**OF**  
**WESTMINSTER UNITED METHODIST CHURCH**  
**WESTMINSTER, MARYLAND**  
**PERMANENT ENDOWMENT FUND**

1. THE PURPOSE.

The Permanent Endowment Fund of Westminster United Methodist Church, Westminster, Maryland, hereinafter referred to in this document as the “Endowment Fund” or “Fund”, is established for the purpose of providing members and friends the opportunity to make charitable gifts to Westminster United Methodist Church that will become a permanent endowment of financial support and a living memorial. The Endowment Fund is intended for purposes that are not a part of the church’s established programs which are funded through the annual operating budget of the church and the regular giving of its members.

2. DEFINITIONS.

2.1. Principal: The aggregate value of all contributions made by the donor(s) to the Endowment Fund, as adjusted for realized and unrealized capital gains and losses.

2.2. Income: All investment returns in the form of dividends and interest generated by the investment of the Principal, excluding realized and unrealized losses.

2.3. Charge Conference: The Charge Conference of Westminster United Methodist Church.

3. ADMINISTRATION.

The Endowment Fund shall be administered by the Endowment Fund Committee of Westminster United Methodist Church (the “Committee”) under express authority granted by the Charge Conference of Westminster United Methodist Church on November 30, 1994, and as reauthorized by the Charge Conference on October 18, 2025. The Committee shall operate in accordance with The Book of Discipline of The United Methodist Church (2020/2024), as may be amended from time to time, particularly paragraphs 2533.5 and 2534, which expressly provide that all endowment funds of United Methodist churches are held in trust for The United Methodist Church and must be administered under the direct supervision and oversight of the Board of Trustees and subject to the ultimate authority of the Charge Conference.

3.1. Committee Composition and Terms.

The Committee shall consist of nine (9) voting members, four (4) of whom shall serve ex officio by virtue of their positions within Westminster United Methodist Church, as follows: (a) the Lead Pastor; (b) the Chair of the Church Council; (c) the Chair of the Board of Trustees; and (d) the Chair of the Finance Committee. The remaining five (5) members shall serve as at-large members and shall be nominated by the Committee on Nominations and elected by the Charge Conference of Westminster United Methodist Church.

All at-large members of the Committee shall be elected by the Charge Conference and shall serve until the expiration of their respective terms and the election and qualification of their successors. Except for the transitional year 2025, all at-large members shall be elected for terms of three (3) years. For purposes of implementing staggered terms beginning with the Charge Conference in 2025: one (1) at-large member shall be elected for a term of one (1) year; two (2) at-large members shall be elected for terms of two (2) years; and two (2) at-large members shall be elected for terms of three (3) years. Commencing in 2026 and thereafter, all at-large members shall be elected for terms of three (3) years.

### 3.2. Committee Officers and Meetings.

The Committee shall, at its first meeting in each calendar year, elect from among its members a Chair and Secretary, and may elect such other officers and establish such subcommittees as it deems necessary and appropriate for the proper administration of the Endowment Fund. The Committee shall establish written policies and procedures governing: (a) the solicitation, acceptance, and acknowledgment of gifts and bequests to the Endowment Fund; (b) the investment and reinvestment of Endowment Fund assets; (c) the distribution and expenditure of Endowment Fund income and, where appropriate, principal; and (d) all other matters relating to the administration and operation of the Endowment Fund.

### 3.3. Reporting and Audit Requirements.

The Committee shall cooperate fully with the Committee on Finance of Westminster United Methodist Church to ensure compliance with all audit requirements mandated by paragraph 258.4d of The Book of Discipline of The United Methodist Church. The Committee shall prepare and submit to the Church Council a comprehensive annual report detailing: (a) all gifts and contributions received during the preceding year; (b) the investment performance of the Endowment Fund; (c) all distributions and expenditures made from the Fund; (d) the current market value of all Fund assets; and (e) such other information as may be reasonably requested by the Church Council or required by The Book of Discipline (2020/2024).

## 4. CONFLICT OF INTEREST AND FIDUCIARY DUTIES.

### 4.1. Conflict of Interest.

No Committee member, officer, employee, or agent of Westminster United Methodist Church shall have any direct or indirect financial interest in any transaction involving the Endowment Fund or derive any personal profit or benefit therefrom, except as may be specifically authorized by disinterested Committee members after full disclosure of such interest. Any Committee member having a direct or indirect financial interest in any proposed transaction shall make full disclosure of such interest to the Committee and shall not participate in any deliberation or vote relating to such transaction. All contracts, transactions, and other arrangements between the Endowment Fund and any Committee member, or between the Endowment Fund and any corporation, partnership, association, or other organization in which one or more Committee members are directors, officers, or have a material financial interest, shall be subject to prior approval by disinterested Committee members following full disclosure.

### 4.2. Fiduciary Standards.

Each Committee member owes fiduciary duties to Westminster United Methodist Church and the beneficiaries of the Endowment Fund, including without limitation the duties of care, loyalty, and obedience. Committee members shall discharge their duties: (a) in good faith; (b) with the care an ordinarily prudent person in a like position would exercise under similar circumstances; (c) in a manner the Committee member reasonably believes to be in the best interests of Westminster United Methodist Church and the purposes of the Endowment Fund; and (d) in accordance with applicable provisions of The Book of Discipline of The United Methodist Church (2020/2024), Maryland law, and federal law. Committee members shall avoid conflicts of interest and shall not use their position or confidential information obtained thereby for personal advantage or for the advantage of any third party.

5. INVESTMENT OF ENDOWMENT FUNDS.

The Endowment Fund's investment objectives are:

- Conservation of Principal for the effective maintenance of purchasing power.
- Regular Income at a reasonable rate.
- Growth of Income and Principal over and above that necessary to offset rises in the cost of living.
- Investment of assets in institutions, companies, corporations, or funds which make a positive contribution toward the realization of the goals outlined in the Social Principles of the Church.

All gifts received by the Endowment Fund shall be invested with the approval of the Committee through the establishment of one or more accounts with United Methodist Foundation of the Baltimore-Washington Conference, Inc., Baltimore, Maryland, or with such other investment advisor or agency as the Committee shall deem appropriate.

6. CHANGE OF INVESTMENT ADVISOR.

The Committee shall have the power to change investment advisors and to appoint agents to act on its behalf regarding investment of funds.

7. LIMITATION ON USE OF PRINCIPAL.

The Objectives of the Fund are to conserve principal and make use of only the income from the Fund. Any part of the principal may be withdrawn only in extreme and overwhelming circumstances, bordering on the survival of Westminster United Methodist Church itself. Any withdrawal of principal must be 1) recommended by two-thirds (2/3) vote of the Committee, 2) recommended by two-thirds (2/3) vote of the Church Council, and 3) approved by two-thirds (2/3) vote of the Charge Conference of Westminster United Methodist Church.

8. DISTRIBUTION OF INCOME.

The income of the Fund shall be distributed by the Committee as directed by the donors at the time of their gift or as directed by will or other gift document if such direction is in conformity with the general purposes set forth herein. If the use of the gift is undesignated, the income shall be directed by the Committee and approved by the Church Council.

9. COMPLIANCE WITH APPLICABLE LAW.

Westminster United Methodist Church and the Committee hereby acknowledge and agree that the Endowment Fund and all activities related thereto shall be administered, managed, and operated in compliance with all applicable federal, state, and local laws, regulations, and ordinances, including without limitation: (a) the Maryland Uniform Prudent Management of Institutional Funds Act, codified at Maryland Code, Estates and Trusts, Title 15, Subtitle 4 (“UPMIFA”); (b) all applicable provisions of the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder; (c) all applicable Maryland nonprofit corporation and charitable trust laws; (d) The Book of Discipline of The United Methodist Church (2020/2024), as may be amended from time to time, particularly paragraphs 258.4d, 2533, and 2534; and (e) all other applicable federal, state, and local laws, regulations, rules, and ordinances governing the operation of charitable endowments and the fiduciary management of charitable funds.

10. PRUDENT MANAGEMENT STANDARDS.

The Committee shall exercise ordinary business care and prudence in making decisions regarding the appropriation for expenditure or accumulation of funds from the Endowment Fund. In accordance with Maryland law, the Committee shall consider relevant factors including: the duration and preservation of the endowment fund; the purposes of Westminster United Methodist Church and the Endowment Fund; general economic conditions; the possible effect of inflation or deflation; the expected total return from income and appreciation of investments; other resources of Westminster United Methodist Church; and the investment policy established for the Endowment Fund. The Committee's consideration of these factors shall be documented in meeting minutes to demonstrate compliance with Maryland law and The Book of Discipline requirements.

11. SPENDING LIMITATIONS.

For all purposes under this Agreement, including determination of appropriate expenditure levels and compliance with Maryland law, the fair market value of the Endowment Fund shall be calculated in accordance with the methodology prescribed by Maryland Code, Estates and Trusts § 15-403(d)(1). If the Endowment Fund has been in existence for three years or longer, the fair market value shall be determined based on market values of the fund's assets determined at least quarterly and averaged over a period of not less than three years immediately preceding the calendar year in which any appropriation for expenditure is made. If the Endowment Fund has been in existence for fewer than three years, the fair market value shall be calculated based on market values averaged over the entire period during which the Endowment Fund has existed. The Committee acknowledges that, pursuant to Maryland Code, Estates and Trusts § 15-403(d)(2), the appropriation for expenditure in any calendar year of an amount greater than seven percent (7%) of the fair market value of the Endowment Fund creates a rebuttable presumption under Maryland law that such appropriation is imprudent, and accordingly, the Committee shall exercise heightened scrutiny and enhanced documentation of its deliberative process for any proposed expenditure that would exceed this threshold. The Committee further acknowledges that, pursuant to Maryland Code, Estates and Trusts § 15-403(d)(3), Westminster United Methodist Church is required by law to provide written notification to the Attorney General of Maryland within thirty (30) days of any appropriation decision that exceeds seven percent (7%) of the fair market value of the Endowment Fund. These provisions do not limit additional requirements that may be

imposed by this Fund, gift instruments creating specific endowment funds, other applicable provisions of Maryland or federal law, or The Book of Discipline of The United Methodist Church (2020/2024).

12. GIFTS TO THE FUND.

Gifts to the Fund shall be classified as “designated” or “undesignated” and then assigned to one of the following categories:

- General Endowment Fund (for special needs and ministries determined by the Committee)
- Restricted Endowment Fund (restricted to specific uses as designated by donors)

Income from designated gifts shall be directed to the designated purpose(s). The Committee shall have the authority and responsibility to accept or reject any and all gifts to the Endowment Fund in keeping with the authority granted by the Charge Conference.

All provisions of the Fund as to the investment of funds, administration of funds, and limitation of use of Income shall be applicable to both designated and undesignated gifts, and all gifts made to the Fund shall be accepted subject to the terms and limitations set forth in this document.

13. LIMITATION OF LIABILITY.

In the absence of gross negligence, intentional misconduct, or fraud, no member of the Board of Trustees of Westminster United Methodist Church or the Endowment Committee shall be personally liable for any action taken or omission made in good faith with respect to the Endowment Fund, provided that such person reasonably believed their conduct was in the best interests of Westminster United Methodist Church and the purposes of the Endowment Fund. Each Committee member owes fiduciary duties to Westminster United Methodist Church, including the duties of care, loyalty, and obedience, and shall discharge such duties in accordance with applicable provisions of The Book of Discipline of The United Methodist Church (2020/2024), and Maryland law. This limitation of liability shall not apply to any breach of fiduciary duty involving personal profit or benefit to the Committee member.

14. MERGER, CONSOLIDATION, OR DISSOLUTION OF WESTMINSTER UNITED METHODIST CHURCH.

If, at any time, Westminster United Methodist Church is lawfully merged or consolidated with any other church, all the provisions hereof in respect to the Fund shall be deemed to have been made on behalf of the merged or consolidated church which shall be obligated to administer the same in all respects and in accordance with the terms thereto. If Westminster United Methodist Church should ever be dissolved without any lawful successor thereto, the Fund, including both Principal and Income to date shall be turned over to the Baltimore-Washington Conference of the United Methodist Church to be used at their discretion to further its ministries in the greater Westminster, Maryland area.

15. AMENDMENTS.

Technical corrections and amendments to the Fund which do not alter the stated purpose of the Fund may be made only by: 1) two-thirds (2/3) vote of the Committee, 2) two-thirds (2/3) vote of the Church Council, and 3) two-thirds (2/3) vote at a duly announced Charge Conference of Westminster United Methodist Church.

16. SEVERABILITY.

If any provisions or any application of any provisions of this Fund shall be held or deemed to be or shall be illegal, inoperative, or unenforceable, the same shall not affect any other provisions or any application of provisions herein contained or render the same invalid, inoperative, or unenforceable.

THIS PERMANENT ENDOWMENT FUND AGREEMENT WAS AUTHORIZED THE 30<sup>TH</sup> DAY OF NOVEMBER 1994, IN A DULY AUTHORIZED CHARGE CONFERENCE OF THE WESTMINSTER UNITED METHODIST CHURCH, WESTMINSTER, MARYLAND AND ADOPTED AND AUTHORIZED AS AMENDED BY THE CHURCH COUNCIL AND CHARGE CONFERENCE OF WESTMINSTER UNITED METHODIST CHURCH, WESTMINSTER, MD THIS 18<sup>TH</sup> DAY OF OCTOBER 2025.

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Rev. Jim Miller, District Superintendent

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Rev. Dr. Malcolm Stranathan, Sr. Pastor

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Recording Secretary



# Additional Submitted WUMC Reports

- for your records -

- Pastor's Report -

- Church Ministry Reports -

*alphabetical order by report name*



## **Pastor's Report (2025)** **Malcolm Stranathan**

**This report should cover as fully as possible the work of the pastor. Care should be taken not to duplicate the reports of the Church Council, committees, organizations, and officers of the charge. Submit this report by October 1.**

**Pastor's First Name**

Malcolm

**Pastor's Last Name**

Stranathan

**Church Name**

LK | Westminster || Westminster ||| 4555

**The Pastor shall report on the state of the church and an account of pastoral ministry as it relates to (¶ 340): providing support, guidance, and training to the lay membership in the church; ministering within the congregation and to the world; and administering the temporal affairs of the congregation. Include as a part of the report a statement outlining the pastor's program of continuing education and spiritual growth for the past year and plans for the year to come (¶ 351). Provide an update on the status of the vision/mission goals set at last year's church conference. Provide vision/mission goals for the upcoming year. How are you and the congregation(s) engaging with the spiritual discipling of Justice and specifically, the NEJ Call To Action on Racial Justice?**

## **Pastor's Report (2025)** **Malcolm Stranathan**

On October 5, 2025, I announced to Westminster UMC that after eleven years of ministry with this congregation, I will be retiring effective July 1, 2026. This scripture and prayer is currently sustaining me during this season:

“The one who began a good work among you will bring it to completion by the day of Jesus Christ.”  
(Philippians 1.6)

Gracious God, you have called me, shaped me, and sustained me through these years of ministry. Today I carry both gratitude and grief, joy and hesitancy, as I prepare to speak words that make a turning in my life and in the life of this congregation that I have served. Steady my voice with your Spirit, guard my heart with your peace, and let whatever sadness come be received as prayers too deep for words. May my announcement be not just an ending but a witness—to your faithfulness that never ends, to your church that continues in hope, and to the grace that holds us all in Christ. I place myself, and this congregation, into your care and keeping, trusting that you will lead us into the next chapter with joy. In Jesus’ name, Amen.

It’s been a journey. On September 27, 2025, in worship, Ronnie stood before our congregation and shared all the amazing things that we have accomplished in the last three years at Westminster UMC. I wanted to ask her to submit that as a Charge Conference report, but that form is not on the list of reports received. Suffice it to say, it was exciting to hear all that we have accomplished together. As I gathered the last ten years of Charge Conference reports, I compiled some of the “big” things that we worked on together.

In 2015, I arrived and we formed a team of 21 people who would work to discern our Mission, Vision, and Values for Westminster UMC. In the fall of 2015, we established a diverse team of 21 people selected by the pastoral staff to assist in building a new Mission, Vision, and Values for our congregation. This group would use resources which I provided, demographics from BWC resources, and strive to discern God’s vision for our congregation.

In 2016, Pastor Shari and I divided and served in various teams in the church while also collaborating in others where it was appropriate. We both supported pastoral care needs in the congregation. In the spring of this year, I entered into a Doctorate of Ministry, and my hope and goal was to use what I learned in the classes in my ministry with Westminster UMC. In the fall of 2016, we held a new sermon series. The new mission statement: Changing lives through Jesus Christ to make a difference. We established four visions for our congregation: No lonely people. We would establish a small group ministry. We would grow larger by growing smaller and established a small group ministry at our church. As the Church at Center & Main, we would proclaim God’s love by serving our neighborhood and beyond. And lastly, we would encourage everyone to discern and use the Spiritual Gifts so that they could find meaningful places of Christian Service. We also established our core values (those that we currently do well and those we aspire to) to be: Bible oriented, Church Family, Discipleship, Evangelism, Extravagant Hospitality, Mission focus, Prayer, and Unity and Diversity. The new mission, vision, and value statements would unanimously be adopted at the 2016 Charge Conference and they remained the primary focus of our ministry over the years. We also established a task group to look at worship for the Contemporary 11 a.m. service and ultimately determined that we must always bring our absolute best to worship, music, audio-visual, and also hospitality.

In 2017, we established a Church and Society Team and an Evangelism Team, both teams established in response to our Mission, Vision, and Values. Pastor Shari went part-time and started to serve with another congregation to remain full-time in our annual conference. I worked with our youth leaders in a large (15-member) confirmation class, led a Disciple Fast Track class, and started working with the Crossroads Preschool Chapel which would become my most favorite meeting of the month. We increased our staff to

## **Pastor's Report (2025)**

### **Malcolm Stranathan**

include a Christian Education Director and an 11 a.m. Worship Leader. We began to build bridges of service with the Boys and Girls Club of Westminster and McDaniel College. I had completed 24 of the 30 hours of study for my doctorate and was leaning into a focus for my doctoral work and paper which was necessary for completion of the work.

2018 was a challenging year. We had a lot of changes in staff and in lay positions through our lay leadership team. It became a painful year as many people felt that the direction of the church leadership and my own leadership caused some to step away from Westminster. We also experienced the loss of many long-term members. One of the beautiful things about coming to Westminster is that I had been a member previously, and I could use my experience of those days to challenge us to move toward a more vital ministry. Feeling like the movement of the Spirit was bringing Westminster onto the cusp of a new reality, I submitted and was approved to write, seek, and establish resources for my Doctorate of Ministry project that would help the church evaluate how well we are living into the Mission, Vision, and Values. In the fall, we signed a card stating that we would focus on justice issues with a particular focus on racial justice. Our Church and Society Team promoted forums on affordable housing, the opioid epidemic, interfaith dialogue, environmental care, and rural agricultural life.

In 2019, the Balcony Team was established and the work of this team was to help every team in the church discern their effectiveness for ministry as we lived into our vision statements. Teams weren't encouraged to stop ministry, just to consider how effective what they were doing was toward the vision of our congregation. This team included brand new members as well as seasoned members. We took the research and process of evaluating teams and used this information as the basis for my Doctorate of Ministry project which was completed in the spring. We in turn presented the findings to the leadership and congregation and my final paper was submitted into the Archives of the church. In 2019, the General Conference of the United Methodist Church convened a Special General Conference to deal with the growing foment related to human sexuality and the varied expressions of this. We kept our congregation well informed and had many classes and opportunities to speak on the challenges facing the denomination. This year, we began a group of people who would consider opportunities for Westminster to become a Reconciling Ministries Community.

In 2020 everything stopped. The Covid-19 pandemic season created challenges beyond compare to my previous 25 years in ministry. All the forward momentum of the last two years stopped abruptly as corporate worship was stopped for many months. Not a single area of ministry wasn't impacted by this disease, and not to mention that several families in our community faced the ravages of this disease. We had to realign, pivot, and establish new ways of presenting worship from our homes initially and then from our worship spaces. We actually confirmed a class of confirmands that year in what was a unique process of one confirmand and family in the worship space at a time, everything wiped down, and then the next—all of it simultaneously streamed for the rest of the congregation. This year we suspended removing folks from the roll due to inactivity. We began the conversation on ways that our church can become more open and affirming to what it means to be an Anti-Racist Church.

In 2021, we were still reeling from the challenges of Covid, but in the fall of that year, we started to return to corporate worship. Our Crossroads Preschool transitioned from virtual to in-person classes again. We spent money to improve our audio/visual system. And we started to feel the strain of a few people doing a lot of work for a medium-sized congregation. Not as many returned to worship as those who used to pre-Covid. We started to see that ministries had life-cycles: they are birthed, grow, mature, and when their time is fulfilled, they die. We said farewell to many much-loved ministries. After much conversation, discussion groups, opportunities for people to share, a team of church members became the Reconciling Ministry

## **Pastor's Report (2025)** **Malcolm Stranathan**

Committee for Westminster UMC. This meant that we had people who would advocate for LGBT+ persons, encouraging a welcoming environment for all.

In 2022, we returned full force to all the activities of the previous years before Covid. All the same, our primary focus was renewing our relationships within the congregation, so many of our activities truly focused on how we could build each other up.

In 2023, we continued to hold conversations, retreats, and studies related to becoming an Anti-Racist Congregation. As more and more UM churches started to discuss disaffiliation from the denomination, this was now our third year of holding conversations regarding the NEJ Call to Action on Racial Justice, and as a whole, our church leadership felt that we should be an anti-racist congregation and welcome all into our community. In the fall of 2023, our congregation voted to remain United Methodist, a necessary action, to become listed as a Lighthouse Congregation. That action in and of itself provided a statement that we felt that God's Spirit was moving us to be a welcoming place for people whose congregations had determined to depart the denomination.

In January of 2024, our church leadership voted and agreed to sign on as an Anti-Racist Congregation. This action was spearheaded by the Reconciling Ministry Committee who felt called to begin once again in earnest to initiate, advertise, teach, and encourage our congregation and leadership to take on the title of being an Anti-Racist Church. Additionally, the Reconciling Ministry Community provided a booth at the corner of Center & Main, the entrance to the Pride Festival. We were out in the community sharing the love of God to all. Team and staff worked hard under drastically cut budgets and a growing deficit. We continued to reach out into our community. The first-ever church-wide event involving a slew of our church members called Night in Bethlehem was held. The church council also began conversations to sell the Church Office Building so that the proceeds could be used to offset the operation and maintenance of our existing facility across the street. In the fall of this year, Council approved the sale of the building, but before that, the staff would have to be moved and that involved a whole new building project in the ground floor of the Parish House; an architect was chosen, a contractor selected, and building would begin in the next year.

In 2025, this current year, the building of the new office suite, relocation of our library, and the history room began in earnest. Members of the congregation were approached and asked if they could be willing to front the church the money and they would be paid back upon the sale of the office building. With growing deficits and low cash reserves, we are having to now pull from our Endowment Fund. A realtor was selected, and when they did not prove fruitful in a sale, a new one was selected, and we are now awaiting the news of the sale of the building. The staff moved over to the new offices in May of the year, and we held a dedication ceremony on the first week in September. It truly is a grand space.

Temporal affairs have weighed heavily on our congregation this year. We are genuinely focused on paying down our deficit and replenishing our cash reserves, all of which will also be improved with the sale of the office building.

Meanwhile, our congregation leadership determined it may be time for our congregation to become a Reconciling Ministry Church, the next step in leading the way in our community to be a place where all—and all means all—people are loved and accepted. This process involves a congregation vote which we anticipate to take place in the late winter of 2026. It is a totally lay-led endeavor, affirmed by myself, but this action is promoted by the Reconciling Ministry Committee and approved by the Church Council. Therefore, in the coming months we will hold discussions and opportunities for people to share and study.

Looking forward ...

## **Pastor's Report (2025)** **Malcolm Stranathan**

On the first Sunday of October in both worship services, I shared this statement:

Friends, I need to share something important with you today. After much prayer, discernment, and conversation with my family, I have decided that I will retire from active ministry effective July 1, 2026. This is not a decision I make lightly—it comes with both gratitude and some sadness. Gratitude, because serving as your pastor has been one of the greatest joys and privileges of my life. Sadness, because I love you, and walking with you in faith has shaped me more than I can ever say.

I want to assure you of this: God, who has carried us this far, will continue to lead us into the future. The work of the church does not depend on one person, but on the Spirit who calls, empowers, and sustains us all.

We still have much time together—months of worship, service, and life to share—and I look forward to walking this journey with you. I trust that in God's timing, both for me and for this congregation, there is blessing and new beginning.

During my years of serving at Westminster, my hope has always been to be helpful in growing the church. The years have not been easy for our congregation and our church family has not grown; in actual fact, we are a much leaner congregation than we were when I arrived.

In the first year of my arriving, July 2015, we had 908 professing members on the roll. Average attendance was 274 and 584 constituents on the roll. That year, a thorough audit was done and we discovered that at the time of our 2016 Charge Conference: 72 members hadn't come or participated in the life of the church pre-2000, 51 members since 2005, 116 since 2010, and 74 members since 2013. All of these were contacted as we attempted to help them re-engage with our community of faith; however, at the close of 2016, 313 total professing members were removed from the roll by charge conference action and a lack of members responding to requests to inform us of their status.

The years have not been easy and, with the exception of the years of Covid, slowly members stepped away from our congregation, transferred, died, or were withdrawn by charge conference action.

At the close of 2024, we had 437 professing members and 150 people worshipping in person and online. Over 68 persons stepped away from our congregation, transferred, died, or were withdrawn by charge conference action.

In this year's report 2025, 43 professing members stand to be removed from the roll, while worship attendance has remained static.

During my ten years here at Westminster UMC, I have baptized 83 children/adults, confirmed 34 youth, and received 86 professing/transferred-in adults.

I want to give thanks to my family. They have been on this journey with me over these last 30 years of service to God in the local church. They have seen the good and the challenging and I am grateful for their support and presence with us in worship on October 5. What a gracious gift they were to be present as we served the Sacrament of Holy Communion together to this congregation. I wish also to give thanks especially to Jacki. She has been on this journey which began at Westminster UMC in 1993 when, working with youth, I asked her what she would think about me answering a call to full-time ministry. That changed our life and for the last thirty years, she has uprooted herself to change jobs, homes, and friends each time. I appreciate her walking by my side this whole time.

I want to thank the staff of Westminster UMC. It is an honor to be co-workers in the vineyard. We have been through some travails these ten-plus years. You are a gift to this congregation and you have supported, encouraged, and at times redirected me throughout our time together. I shall miss working with you and know that whoever is blessed to be the next pastor will be truly fortunate to have the level of teamwork and professionalism, not to mention people full of faith and who believe in our Lord. Thank you for this time. May God bless you and all your future endeavors.

## **Pastor's Report (2025)**

### **Malcolm Stranathan**

As I said to the people of Westminster UMC: It is a privilege having served as the pastor of Westminster UMC over these many years. I feel that it is time for new leadership and perhaps some would say, well beyond time. Regardless, there is a prevailing wind as our congregation starts to collaborate with other local UM congregations in the hubs that have been established. I am hopeful that our congregation will, with new clergy leadership, sense the movement of God's Spirit. I look forward to our remaining season together and I pray for our congregation and the new pastor that may come. I know that God goes before us in all things and therefore, let us step boldly into the future with enthusiasm and anticipation.

Peace,  
PM

**Form Status:**  
Complete

## **Accessibility Audit (2025) --- Westminster UMC**

Electronically submit this report by October 1.

- Select Yes, No, or N/A for each question
  - If you select 'No' you may be required to provide an explanation
- When finished, click the **SUBMIT** button located at the end of the form.
- You do **NOT** need to provide a hard copy of this document to the Presiding Elder of your Church Conference.
- Numbers in parentheses refer to paragraphs of the 2020/2024 Book of Discipline (§2532.6).

### **Church Name**

LK | Westminster || Westminster ||| 4555

### **GETTING INTO THE CHURCH**

**Does the church have a disabilities ministry?**

No - We are discussing developing a plan

**1. Clearly visible signs direct people to accessible entrances?**

YES

**1a. Explain 'No' answer**

**2. Designated parking spaces on level ground are close to entrance and do not require crossing traffic or moving behind parked cars?**

YES

**2a. Explain 'No' answer**

**3. At least 1 per 25 spaces is clearly marked with access symbol on vertical signs and on pavement?**

YES

**3a. Enter number of Accessible Spaces:**

11

**3b. Explain 'No' answer**

**4. Accessible spaces are 8' wide with adjacent 5' access aisle?**

NO

**4a. Explain 'No' answer**

We are almost there, but space is limited.

**5. At least one space is van accessible with adjacent, painted slash lines, for 8' access aisle on right side of vehicle?**

NO

**5a. Explain 'No' answer**

This has yet to occur.

**6. 36" wide curb cuts (curb ramps) are provided close to parking?**

YES

## **Accessibility Audit (2025)** **--- Westminster UMC**

**6a. Explain 'No' answer**

**7. Sidewalks are smooth, flat, and at least 36" wide providing an access route to an accessible entrance into the church?**

NO

**7a. Explain 'No' answer**

The sidewalk is crossed, not traveled, to access the entrance. We have replaced some of the front sidewalk.

**8. Ramp has maximum incline of 1:12, preferably 1:20 with no more than 30 feet between landings.**

YES

**8a. Enter Length; Rise; Ratio:**

Nearly level, 0 rise.

**8b. Explain 'No' answer**

**9. Ramp has minimum width of 36 feet between handrails and has non-slip surface.**

NO

**9a. Indicate width in inches:**

**9b. Explain 'No' answer**

One ramp has a railing on one side and a brick wall on the other.

**10. Handrails are 34-38 inches high on both sides of ramp/ stairs and extend 12 inches beyond; lower railing is no higher than 4" above deck.**

YES

**10a. Explain 'No' answer**

**11. There is a 60"x60" level platform at entry door and at least 18" on pull side of door.**

YES

**11a. Explain 'No' answer**

**12. Entrance door is 36 inches wide; threshold level or max beveled one half inch high; no more than 10 lb force needed to open door.**

YES

**12a. Explain 'No' answer**

### **GETTING AROUND THE CHURCH**

**13. Corridors are at least 36 inches wide with 60 inches passing spaces every 200 feet and non-glare floor surface.**

NO

**13a. Explain 'No' answer**

No corridors are as long as 200'.

**14. No objects protrude more than 4 inches and lowest part of the protruding object is no more than 27" above floor height to allow a person who is blind to detect the object with a cane and avoid injuries.**

YES

**14a. Explain 'No' answer**

**Accessibility Audit (2025)  
--- Westminster UMC**

**15. Multi-level building has an elevator, lift and/or ramp to allow access to all common/program areas.**  
YES

15a. Explain 'No' answer

**16. Doorways have a minimum of 32 inches clearance and thresholds are level or no more than 1/2" high and beveled.**  
YES

16a. Explain 'No' answer

**17. Door handles are easy to grasp and operate with one hand/single effort, using no more than 5 lbs. force.**  
YES

17a. Explain 'No' answer

**18. Carpet pile is level and no more than 1/2 inch thick, with no or firm padding; all floor mats have rubberized backing and are stable**  
YES

18a. Explain 'No' answer

**19. Fire alarm controls and extinguishers are no more than 48 inches from the floor; visual and auditory fire alarms are in place**  
YES

19a. Explain 'No' answer

**20. At least one accessible marked unisex restroom (or both M/F) per floor has 60x60" turning space**  
YES

20a. Explain 'No' answer

**21. Sink has 29" clearance from floor, controls easy to operate, drain pipes insulated**  
YES

21a. Explain 'No' answer

**22. Soap and paper towels are no higher than 48 inches the bottom-edge of mirror is 40 inches or lower.**  
YES

22a. Explain 'No' answer

**23. At least one bathroom stall is 66x60 inches wide with a 33-36 inch high wall-mounted grab bar by toilet extending 54 inches from back wall; toilet height 17-19 inches**  
YES

23a. Explain 'No' answer

**24. Drinking fountain is no higher than 36 inches with easy hand controls and wheelchair clearance or paper cup dispenser.**  
YES

24a. Explain 'No' answer

**25. Stairs and ramps have handrails on both sides; surface is non-slip; leading edges are marked with a contrasting color.**  
YES

## **Accessibility Audit (2025) --- Westminster UMC**

**25a. Explain 'No' answer**

### **SANCTUARY, CLASSROOM, FELLOWSHIP AREA**

**26. Level pew cuts/wheelchair spaces are next to aisles and distributed throughout the room for choice in seating. Spaces are 33"x48" forward approach, and/or 33"x60" side approach, with view of screen/pulpit when others stand.**

YES

**26a. Explain 'No' answer**

**27. Chancel area and choir loft are accessible (via ramp, or platform lift if needed).**

NO

**27a. Explain 'No' answer**

There are a few steps into the chancel.

**28. If there are steps to the chancel, handrails are provided.**

YES

**28a. Explain 'No' answer**

**29. Aisle ways are at least 36 inches in common areas.**

YES

**29a. Explain 'No' answer**

**30. Fellowship area and one work area in kitchen are accessible.**

YES

**30a. Explain 'No' answer**

**31. In fellowship area and classrooms at least one table has minimum of 29-30 inches clearance on underside; some chairs have armrests and height of these chair's seats from floor is 18 inches or more**

NO

**31a. Explain 'No' answer**

Table clearance is 27.5" however, some spaces provide living-room seating.

### **COMMUNICATIONS AND ENVIRONMENT**

**32. Members sensitized about need to minimize use of fragrances?**

YES

**32a. Explain 'No' answer**

**33. All soaps, cleaning product and other chemicals are fragrance-free. Candles are unscented and non-petroleum-base**

YES

**33a. Explain 'No' answer**

**34. Lighting adequate for reading in meeting areas and for safety in halls.**

YES

**34a. Explain 'No' answer**

## **Accessibility Audit (2025)** **--- Westminster UMC**

**35. Large/bold print provided via projection or bulletin, songbook, and Bible; Braille or alternative media available upon request.**

YES

**35a. Explain 'No' answer**

**36. Microphone used by all speakers or comments repeated; assisted listening devices provided; ASL interpreter provided upon request.**

YES

**36a. Explain 'No' answer**

**37. Printed copies of sermon are available if requested?**

YES

**37a. Explain 'No' answer**

**38. Videos and other media are clearly captioned.**

YES

**38a. Explain 'No' answer**

### **ATTITUDES**

**39. Access and accommodations available are described in church phone message, website, internet postings, signage, etc.**

YES

**39a. Explain 'No' answer**

**40. Pastor(s), ushers, greeters, leaders and members have had training in disability awareness and etiquette?**

NO

**40a. Explain 'No' answer**

No official training in this area. Will welcome available training.

**41. Signs or bulletins boards give visible evidence that people with cognitive challenges, mental illness, and chronic illness are welcome and included in the life of the congregation**

NO

**41a. Explain 'No' answer**

We practice an attitude of welcoming all as opposed to posting "evidence." of openness. New monitors installed in Narthex and Sanctuary. Possibly add message on them. A "Welcome" room is now available in Narthex area for all individuals.

**42. Disruptions are accepted and incorporated into worship**

YES

**42a. Explain 'No' answer**

**43. Service animals or guide dogs are welcome within the church building(s) including the sanctuary.**

YES

**43a. Explain 'No' answer**

## **Accessibility Audit (2025)** **--- Westminster UMC**

**44. Worship leader invites people to "rise in body or in spirit" and to "be in an attitude of prayer" or uses similar inclusive language**

YES

**44a. Explain 'No' answer**

**45. Educational programs are adapted as needed for inclusion of children and adults with disabilities?**

YES

**45a. Explain 'No' answer**

**46. Disability Awareness Sunday was celebrated during the past year.**

NO

**46a. Explain 'No' answer**

We have been doing one service on Sundays. Recently added an 8:15AM service in our Chapel. May consider as we continue to move forward with more services.

**47. Persons with disabilities serve in worship and leadership roles and help plan ways to improve access.**

YES

**47a. Explain 'No' answer**

**48. Needs of those on special diets considered when food is offered, including gluten free communion elements.**

YES

**48a. Explain 'No' answer**

**49. Transportation; valet parking assistance; buddy system (for those needing 1:1 assistance) offered if needed.**

YES

**49a. Explain 'No' answer**

### **GOALS FOR ACCESSIBILITY IMPROVEMENT FOR THE UPCOMING YEAR.**

**Note: When each goal is entered, you will be prompted for a target date. To enter the date, use the "date picker calendar" or enter the date using the format MM/DD/YYYY.**

**50. Goal 1**

Refurbish handicap / ramp entrance at our side / Chapel entrance.

**50a. Target Date for Goal 1:**

12/31/2026

**51. Goal 2**

**51a. Target Date for Goal 2:**

**52. Goal 3**

**52a. Target Date for Goal 3:**

**53. Goal 4**

**53a. Target Date for Goal 4:**

## **Accessibility Audit (2025)** **--- Westminster UMC**

### **54. Goal 5**

#### **54a. Target Date for Goal 5:**

### **55. Request consultation from Conference Disability Concerns Committee**

#### **55a. Consultation Request Notes**

**Name of Pastor:**

Malcolm Stranathan

**Date Pastor Signed**

09/19/2025

**Name of Trustee Chair:**

Colby Watts and Chris Schryer are co-chairs

**Date Trustee Chair Signed**

09/19/2025

**Form completed by:**

Colby Watts

**Contact Information:**

410-365-6011

#### **PLEASE NOTE:**

- This form is for use on existing buildings only; please refer to current ADA and state regulations for new construction or major remodeling projects:

[https://www.ada.gov/2010ADAstandards\\_index.htm](https://www.ada.gov/2010ADAstandards_index.htm)

- The audit should be completed by a team including a member of the trustees, and people with construction, architecture, and rehabilitation backgrounds. Include persons with disabilities and family members, especially someone who uses a wheelchair and someone with low vision, in the audit process.

- Interview individuals with disabilities and family members of children and adults with disabilities to learn how welcoming your congregation is and to help set priorities.

- This is not an all-inclusive listing of ADA guidelines, but rather represents basic first steps that a church may take to begin to implement accessibility measures.

- Resources are available through your conference Disability Concerns Committee and through the Disability Ministry Committee of the United Methodist Church at

<http://www.umdisabilityministries.org/access/audit.html>  
to help you plan and carry out improvements.

**Form Status:**

Complete

**Accessibility Audit (2025)**  
**--- Westminster UMC**

## **Congregational Profile (2025)** **--- Westminster UMC**

### **Church Name:**

LK | Westminster || Westminster ||| 4555

### **1. List and discuss three of the current strengths of your congregation:**

#### Worship

- Tremendous Music Ministry (Big choir, fabulous organist and choir director, Praise band with introductory music before worship, fabulous bell choir)
- Team of AV folks running cameras and sound and PowerPoint for worship – Have seen people who are active worshippers for WUMC, but only doing it online.
- Working on security plan

#### Vision

- Members thinking and planning and dreaming about how to move forward with a discipleship focus
- Long term institutional knowledge being passed on to new generation of leadership.
- Christian Education – Children's Sunday School - Including intergenerational ministries in the overall body of the church.
- Anti-Racist Church, Light House Church, Reconciling Ministries – We are working on implementing these visions into our mission

#### Extension Ministry into the Community

- Focus on Social Justice – Anti-Racist church, moving into Reconciling Ministries
- New church offices
- Night in Bethlehem!
- Vacation Bible School!
- Soup Kitchen!
- Fellowship – 4 Fun Fellowship events each year
- Pre-School
- Community Groups who use our facility - AA, Westminster Youth Project

### **2. List and discuss three critical needs of your congregation:**

- Young People's Ministry as a focus. Transition time with needing to get youth engaged and involved. Have maintained certain programs like Camp Hope, but with changes to Camp Hope need to find another work camp opportunity. Attended IGNITE in 2025 and want to expand the youth who attend and adult support. How can they be leaders in the anti-racist and reconciling ministries?
- Discipleship - profession of faith. How many disciples have we made? How do we reach out? How do we transition from cultivating the disciples already in the church to bringing people in to be discipled? How can we deepen our discipleship to be more Christlike to all in our community?
- Financial Stewardship/Sell the Building! Is the allocation of funds aligned with our mission/vision?

### **3. Check any issues within the congregation that need to be addressed:**

- Financial Concerns
- Church property
- Other

## **Congregational Profile (2025)** **--- Westminster UMC**

### **Explain the issues you selected above:**

- Financial Concerns - we need to find ways to tap into local resources. Find people who have skills, gifts and resources to prevent us from spending unnecessarily. Giving has decreased the last few years. Many of our large donors have died. The building is aging. Sale of the church building? What is the plan if the building doesn't sell, or takes a prolonged period of time to sell? How are we equipping membership with the "how to" for leaving the church money in their estate? Estate planning with the church in mind.
- Working on Endowment documents and making sure those are completed and checked.
- Moving into Reconciling Ministries and a congregational vote – working on education of congregation in order to improve the comfort level of congregants to take on this new mission.

### **4. What is the vision for the congregation and community over the next 3-5 years?**

#### Worship

- Improve regular attendance in worship
- Build praise band back up to continue with blended worship style
- Prophetic preaching for the living of these days
- Laity involvement in planning and implementing worship

#### Mission - People

- Young People's Ministry thriving with mission focus – Work Camp, Ignite, Hub activities, witnessing in the community, mental health resources, building community
- Children's Ministry – Family friendly programming to set a firm foundation for the youngest disciples.
- Connectivity – No lonely people inside and outside the church! Small groups and family ministries as accountability partners and spiritual guides

#### Ministry

- Spiritual gift discernment to best utilize gifts and graces for effective ministry
- Participation at Westminster City community events – What is our witness in the community moving forward?
- Grow participation in anti-racist and reconciling ministries committees
- Creation Care Team - become a Green Church to care for God's creation

### **5. How will the congregation and pastor work in collaboration towards accomplishing the critical needs and issues?**

We have committees in all the necessary places that actively and deliberately work to meet our mission, vision, and goals. Everyone is working on being more financially efficient. The Church Council team of church leaders meets monthly and dedicates every other month together with our Pastor to discuss the direction of the church and to help implement any needed change. These are "vision" meetings. We would like Pastoral Leadership to make more suggestions on how to equip lay leadership in developing disciples and to continue to inspire relationship with God through the medium of worship.

### **6. What are the expectations that have not been met through pastoral leadership that you expect to be met in the future? List up to three:**

None

### **7. If you were to receive a new pastor, list and discuss three expectations you have for them:**

We would expect a new pastor to have skills at managing and resolving conflict, to inspire leadership to move forward in visioning how to reach marginalized peoples in our community to inspire discipleship, and to preach the word for the living of our days that is prophetic and unafraid to explore social issues and how we can respond as a faithful people.

## **Congregational Profile (2025)** **--- Westminster UMC**

**8. List any additional information that might be helpful to the Cabinet while making appointments:**

We are looking for a pastor who fits our profile and are open to welcoming anyone who can adapt to many different theological, political and cultural beliefs, and to be able to build bridges to bring the members together. This person must be supportive of the initiatives we are trying to implement and also be supportive of the Conference programs and initiatives, ex. Hubs and Church Vitality. We are also looking for someone who will commit to a long term assignment.

**PREPARED BY: Please have all members of the Staff Parish Relations Committee complete this form in consultation with the clergy person.**

**This form was completed by:**

Kenna Haj

**Position:**

SPRC Chair

**Date:**

09.17.2025

**Form Status:**

Complete



## **Finance Report (2025) --- Westminster UMC**

The report of the Finance Committee shall be made on this form. Numbers in parentheses refer to paragraphs of the 2020/2024 Book of Discipline.

**Church Name**

LK | Westminster || Westminster ||| 4555

### **I. ORGANIZATION**

**1. Has the committee been organized according to the 2020/2024 Book of Discipline?**

YES

**1a. Explain 'No' answer:**

**List officers below:**

**Chairperson:**

John B. Yingling

**Chairperson Term Expires:**

12/31/2025

**Vice Chairperson:**

N/A

**Vice Chairperson Term Expires:**

12/31/2025

**Financial Secretary:**

Belinda Norton

**Financial Secretary Term Expires:**

12/31/2022

**Treasurer:**

Jennifer Munch

**Treasurer Term Expires:**

12/31/2022

### **II. BUDGET AND COMMITMENT PLAN**

**2. Has the committee submitted a complete budget for the ensuing year?**

YES

**2a. Please explain 'No' answer:**

**3. Has Committee given the Church Cncl. an opportunity to request financial support for ministries?**

YES

**3a. Please explain 'No' answer:**

**4. How frequently does the Financial Secretary/Treasurer send members and contributors regular reports of their giving?**

Quarterly

**5. Is giving by individual participants in the local church regularly reviewed?**

YES

## **Finance Report (2025) --- Westminster UMC**

**5a. Please explain 'No' answer:**

**6. Are the plans for raising sufficient income to meet the budget adopted by the Church Council?**

YES

**6a. Please explain 'No' answer:**

**7. Does the Financial Secretary/Treasurer report regularly to the Church Council on the giving trends in the church/charge?**

YES

**7a. Please explain 'No' answer:**

**8. Serving as a member of Annual Conference is a significant responsibility (para251.2).**

**8. Does/Will your church's budget cover the expenses for clergy and laity to fully participate in Annual Conference?**

YES

**8a. Please explain 'No' answer:**

### **III. THE HANDLING OF CHURCH FUNDS**

**9. Does the Treasurer regularly make reports to the Committee on Finance and the Church Council on the financial position of the church?**

YES

**9a. Please explain 'No' answer:**

**10. Are all benevolences and other connectional funds remitted monthly to the conference treasurer?**

YES

**10a. Please explain 'No' answer:**

**11. What bank(s) have been designated by the Church Council as a depository (para258.4d)?**

**Depository Bank #1 (Name)**

Adams County National Bank      Farmers and Merchants Bank

**Depository Bank #2 (Name)**

Farmers and Merchants Bank

**Depository Bank #3 (Name)**

**Depository Bank #4 (Name)**

**12. Are all accounts FDIC insured and in amounts at or below the current FDIC insurable limit?**

YES

**12a. Please explain 'No' answer:**

**13. Are all accounts in the name of the church?**

YES

**13a. Please explain 'No' answer:**

**Finance Report (2025)**  
**--- Westminster UMC**

**14. Has the committee established written financial policies to document the internal controls of the local church (para 258.4d)? If "yes"; attach policy document below.**

**14a. Internal Controls Documented?**

NO

**14b. Upload written policy here:**

**15. Have these financial policies been reviewed and found to be adequate and effective?**

YES

**15a. Please explain 'No' answer:**

**16. Church offerings counted by counting committee in accordance with BOD?**

YES

**16a. Please explain 'No' answer:**

**17. Are all funds deposited promptly in accordance with procedures developed by the Committee?**

YES

**17a. Please explain 'No' answer:**

**18. Are financial officers of the church bonded?**

YES

**18a. Please explain 'No' answer:**

**19. Financial records of the church and all its organizations been audited for the prior fiscal year**

YES

**19a. Please explain 'No' answer:**

**19b. Did the audit provide recommendations or exceptions?**

NO

**19c. How has the church addressed the recommendations or exceptions?**

**19d. Did you upload the Fund Balance Report to Arena**

Yes

**Please explain 'No' answer:**

**This report was completed by:**

John Bernard Yingling

**Title**

Finance Chair

**Date:**

09/12/2025

**Form Status:**

Complete



## **Trustees Report (2025) --- Westminster UMC**

The trustees are amenable to the Church Conference and, as such, are required to make an annual report. Numbers in parentheses refer to paragraphs of the 2020/2024 Book of Discipline (§2503, 2529, 2532.2, 2533.6, 2540/41, 2550.7).

A hard copy of this report does NOT need to be provided to the Presiding Elder of your Church Conference, but this form is required to be completed by October 1.

### **Church**

LK | Westminster || Westminster ||| 4555

1.) Organization for the current charge conference year was effective on the date listed below, by electing the following officers (no less than three, and up to nine persons).

**Organization Effective Date:**

01/01/2026

**President: Name**

Colby Watts and Chris Schryer

**President: Term Expires**

12/31/2025

-----

**Vice President: Name**

Dan Dell

**Vice President: Term Expires**

12/31/2025

-----

**Secretary: Name**

Marjorie Kimble

**Secretary: Term Expires**

12/31/2025

-----

**Treasurer: Name**

Lynn Shaw

**Treasurer: Term Expires**

12/31/2026

**Textbox (Validated)**

**Trustees Report (2025)  
--- Westminster UMC**

-----

**Member 1: Name**

Kris Somers

**Member 1: Term Expires**

-----

**Member 2: Name**

Ed Davis

**Member 2: Term Expires**

-----

**Member 3: Name**

Dee Roush

**Member 3: Term Expires**

-----

**Member 4: Name**

Susan Thomas

**Member 4: Term Expires**

-----

**Member 5: Name**

**Member 5: Term Expires**

**2) PROPERTY RECORDS Name or names in which title to each piece of property is recorded, as shown by civil land records - Complete all applicable fields.**

**BUILDING #1 (PRIMARY CHURCH BUILDING)**

**Building #1: Name**

Westminster United Methodist Church

**-- B1: County Where Building is Located**

Carroll County

**-- B1: State Property Tax #**

D03948593

**-- B1: Liber #/ Folio Page in Civil Land Records**

5584/0708-0712

**BUILDING #2 (SECONDARY CHURCH BUILDING)**

**Building #2: Is there a secondary church building?**

Yes

**Trustees Report (2025)**  
**--- Westminster UMC**

-- **B2: Name**  
Church Office

-- **B2: County Where Building is Located**  
Carroll

-- **B2: State Property Tax #**  
Account # 434035

-- **B2: Liber #/ Folio Page in Civil Land Records**  
Map0104 Grid0017 Parcel1786

**BUILDING #3 (PRIMARY PARSONAGE)**

**Building #3: Is there a parsonage?**  
No

-- **Building #3: Name**

-- **B3: County Where Building is Located**

-- **B3: State Property Tax #**

-- **B3: Liber #/ Folio Page in Civil Land Records**

**BUILDING #4 (SECONDARY PARSONAGE)**

**Building #4: Is there a secondary parsonage?**  
No

-- **Building #4: Name**

-- **B4: County Where Building is Located**

-- **B4: State Property Tax #**

-- **B4: Liber #/ Folio Page in Civil Land Records**

**BUILDING #5 (OTHER)**

**Building #5: Is there another building?**  
Yes

-- **Building #5: Name**  
Youth House

-- **B5: County Where Building is Located**  
Carroll

-- **B5: State Property Tax #**  
D03948593

-- **B5: Liber #/ Folio Page in Civil Land Records**  
5584/0708

**BUILDING #6 (OTHER)**

**Trustees Report (2025)  
--- Westminster UMC**

**Building #6: Is there another building?**

No

-- **Building #6: Name**

-- **B6: County Where Building is Located**

-- **B6: State Property Tax #**

-- **B6: Liber #/ Folio Page in Civil Land Records**

**3.) Is the local church incorporated?**

Yes

**4a. Who is the custodian of deeds and other legal papers?**

Board of Trustees, Westminster United Methodist Church

**4b. Does each deed contain trust clause?**

Yes

**4c. Where are they kept?**

ACNB Bank, 810 Market Street, Westminster, MD Box #216

**5) Do you have a long-term plan for the replacement of facilities and equipment as they deteriorate?**

Yes

**6. INSURANCE**

Complete all applicable fields.

**PLEASE NOTE: Building occupancy cannot be maintained without having at least the minimum insurance coverage in place.**

**CHURCH BUILDINGS**

**CB-Replacement Value**

\$13,577,600

**CB-Amount of Coverage**

\$13,577,600

**CB-Type of Coverage**

Fire & E.C.

## **Trustees Report (2025)** **--- Westminster UMC**

**CB-Insurer**

GuideOne Insurance

**CB-Policy Expiration Date**

04/01/2026

**Does the church have a plan in place to renew or replace this policy?**

Yes

**If no, why?**

**PARSONAGE(S)**

**PB-Replacement Value**

**PB-Amount of Coverage**

**PB-Type of Coverage**

**PB-Insurer**

**PB-Policy Expiration Date**

**Does the church have a plan in place to renew or replace this policy?**

**If no, why?**

**CHURCH FURNISHINGS AND EQUIPMENT**

**CF-Replacement Value**

\$1,589,700

**CF-Amount of Coverage**

\$1,589,700

**CF-Type of Coverage**

Fire & E.C.

**CF-Insurer**

GuideOne Insurance

**CF-Policy Expiration Date**

04/01/2026

**Does the church have a plan in place to renew or replace this policy?**

Yes

**If no, why?**

**PARSONAGE FURNISHINGS AND EQUIPMENT**

**PF-Replacement Value**

**PF-Amount of Coverage**

**PF-Type of Coverage**

## **Trustees Report (2025) --- Westminster UMC**

### **PF-Insurer**

### **PF-Policy Expiration Date**

**Does the church have a plan in place to renew or replace this policy?**

**If no, why?**

### **VEHICLE(S)**

### **VH-Replacement Value**

### **VH-Amount of Coverage**

### **VH-Type of Coverage**

### **VH-Insurer**

### **VH-Policy Expiration Date**

**Does the church have a plan in place to renew or replace this policy?**

**If no, why?**

### **GENERAL LIABILITY**

### **GL-Amount of Coverage**

General: \$1,000,000 per occurrence, \$2,000,000 aggregate, including sexual misconduct: \$1,000,000 per occurrence/aggregate, including sexual misconduct

### **GL-Type of Coverage**

General Liability that includes sexual misconduct

### **GL-Insurer**

GuideOne Insurance

### **GL-Policy Expiration Date**

04/01/2026

**Does the church have a plan in place to renew or replace this policy?**

Yes

**If no, why?**

### **WORKER'S COMPENSATION**

### **WC-Insurer**

Hartford

### **WC-Expiration Date**

01/28/2026

**Does the church have a plan in place to renew or replace this policy?**

Yes

**If no, why?**

**Trustees Report (2025)  
--- Westminster UMC**

**Directors and Officers/Errors and Omissions/Crime**

**EO-Amount of Coverage**

**EO-Type of Coverage**

**EO-Insurer**

**EO-Expiration Date**

**Does the church have a plan in place to renew or replace this policy?**

**If no, why?**

**Professional Liability Coverage (Including Sexual Misconduct)**

**PL-Amount of Coverage**

**PL-Type of Coverage**

**PL-Insurer**

**PL-Expiration Date**

**Does the church have a plan in place to renew or replace this policy?**

**If no, why?**

**7. Have the buildings been inspected for fire and other safety hazards within the past year?**

Yes

**8. Have you assessed the replacement value within the last 5 years?**

No

**8a. Who performed the assessment?**

**9. Does the church have a Safe Sanctuary Policy?**

Yes

**10. Is the amount of insurance adequate?**

Yes

**11. Has an annual accessibility audit for church properties been conducted?**

Yes

**12. If needed, have you developed an accessibility plan?**

No

**Trustee Chair Name:**

Colby Watts and Chris Schryer

**Trustees Report (2025)**  
**--- Westminster UMC**

**Form Status:**  
Complete



# Additional Submitted Reports

- Connected Clergy -

*alphabetical order by last name*



## Connected Clergy Report (2025) David Highfield

### Report to Church Conference

This report form is provided to help fulfill the Disciplinary requirements of the 2020/2024 Book of Discipline. The Book of Discipline specifies that persons covered in these paragraphs shall report annually to the Conference where membership is held. Further, each respondent must also designate a charge conference (§358.5; §359.2; §355.8).

Clergy residing outside the boundaries of the annual conference where their membership is held shall forward annually, to the church conference where membership is held, a report of their Christian and ministerial conduct, signed by the district superintendent or pastor of the affiliate charge conference where they reside (§358.5; §359.2; §355.8).

Clergy on Voluntary Leave of Absence shall submit an annual report to the church conference, pastor in charge, and Board of Ordained Ministry (§355.8).

**First Name**

David

**Last Name**

Highfield

**Charge Conference Membership**

LK | Westminster || Westminster ||| 4555

**Since last Church Conference, I performed and recorded the following pastoral functions:**

**Baptism (Name(s); Where recorded:**

-

**Marriage (Names); Where Recorded:**

-

**Funeral (Name(s); Where Recorded:**

Marilyn Eyler, December, 2024.

**Other Pastoral Functions:**

Preaching at Westminster UMC and other congregations as invited.

Teaching at Westminster UMC.

**Notes:**

I am available to substitute preach at congregations in the Westminster Area Hub.

I also serve as a clergy presence on the Board of Church Homes and the Board of Carroll County Food Sunday.

**Signature: Type Name in Box**

David A. Highfield

**\*Send reports to: Charge Conference, Pastor, Conference Secretary**

**Form Status:**

Complete



## Connected Clergy Report (2025) Kenneth Humbert

### Report to Church Conference

This report form is provided to help fulfill the Disciplinary requirements of the 2020/2024 Book of Discipline. The Book of Discipline specifies that persons covered in these paragraphs shall report annually to the Conference where membership is held. Further, each respondent must also designate a charge conference (§358.5; §359.2; §355.8).

Clergy residing outside the boundaries of the annual conference where their membership is held shall forward annually, to the church conference where membership is held, a report of their Christian and ministerial conduct, signed by the district superintendent or pastor of the affiliate charge conference where they reside (§358.5; §359.2; §355.8).

Clergy on Voluntary Leave of Absence shall submit an annual report to the church conference, pastor in charge, and Board of Ordained Ministry (§355.8).

#### First Name

Kenneth

#### Last Name

Humbert

#### Charge Conference Membership

LK | Westminster || Westminster ||| 4555

#### Since last Church Conference, I performed and recorded the following pastoral functions:

##### Baptism (Name(s); Where recorded:

Baptisms: 4: Assisted, recorded Westminster United Methodist, Calvary United Methodist, Frederick.

##### Marriage (Names); Where Recorded:

Weddings: 3: non-member couples, recorded clerks offices: Carroll, Frederick, Baltimore Counties, Maryland.

##### Funeral (Name(s); Where Recorded:

Funerals: 14: Recorded Westminster United Methodist, Calvary United Methodist, Frederick.

##### Other Pastoral Functions:

I serve as Minister of Visitation for both WUMC and CUMC, providing in-person, telephonic, and various electronic communication weekly. This ministry includes sacramental service as well. It has been a great joy to offer in-person ministries across most of this Charge Conference year and to have continued to learn more creative forms of outreach. My own three surgeries, all gratefully successful, and my recuperations, have been an answer to prayer. They have also accentuated the need for creativity. I am thankful to continue in this work, to augment it with liturgical and homiletical duties as scheduled/requested, and to provide across the year such other aid to clergy and lay colleagues alike as is identified and welcomed. I am privileged to work with cherished colleagues, Malcom Stranathan, Steve Larsen and now Beth Hutton, all of whom have been patient and graciously supportive across my season of recovery and generous in affording opportunities to serve. I too believe in and labor to be a practitioner in the ministry of encouragement. My services at WUMC have also included extensive efforts on behalf of the "Night in Bethlehem" ministry, now entering its third year. I continue my advocacy for justice and equality with officials from the local to the national level. My parliamentary service to both the BWAC and the PDAC continues, as does my more occasional aid to the BWC when requested. In all things, praise be to God in Christ from whom all blessings flow.

##### Notes:

**Connected Clergy Report (2025)**  
**Kenneth Humbert**

**Signature: Type Name in Box**

Kenneth M. Humbert

**\*Send reports to: Charge Conference, Pastor, Conference Secretary**

**Form Status:**

Complete

## Connected Clergy Report (2025) Sue Shorb-Sterling

### Report to Church Conference

This report form is provided to help fulfill the Disciplinary requirements of the 2020/2024 Book of Discipline. The Book of Discipline specifies that persons covered in these paragraphs shall report annually to the Conference where membership is held. Further, each respondent must also designate a charge conference (§358.5; §359.2; §355.8).

Clergy residing outside the boundaries of the annual conference where their membership is held shall forward annually, to the church conference where membership is held, a report of their Christian and ministerial conduct, signed by the district superintendent or pastor of the affiliate charge conference where they reside (§358.5; §359.2; §355.8).

Clergy on Voluntary Leave of Absence shall submit an annual report to the church conference, pastor in charge, and Board of Ordained Ministry (§355.8).

**First Name**

Sue

**Last Name**

Shorb-Sterling

**Charge Conference Membership**

LK | Westminster || Westminster ||| 4555

**Since last Church Conference, I performed and recorded the following pastoral functions:**

**Baptism (Name(s); Where recorded:**

0

**Marriage (Names); Where Recorded:**

0

**Funeral (Name(s); Where Recorded:**

0

**Other Pastoral Functions:**

Since last Charge Conference: Pulpit Supply for Rev. Dr. Malcolm Stranathan 4 times; Pulpit Supply for St. David's Lutheran Church in Hanover, PA once; taught a class on Gratitude for the New Life in Christ Class, continue to participate in choir, bell choir, missions committee, and Covenant Discipleship group at WUMC.

**Notes:**

**Signature: Type Name in Box**

Rev. Dr. Sue E Shorb-Sterling

**\*Send reports to: Charge Conference, Pastor, Conference Secretary**

**Form Status:**

Complete

