

THE ANCHOR

WNC Chapter PAUMCS

Professional Association of The
United Methodist Connectional Structure

www.wnccumc.org/paumcs

Spring 2021



From the President...

Greetings to all!

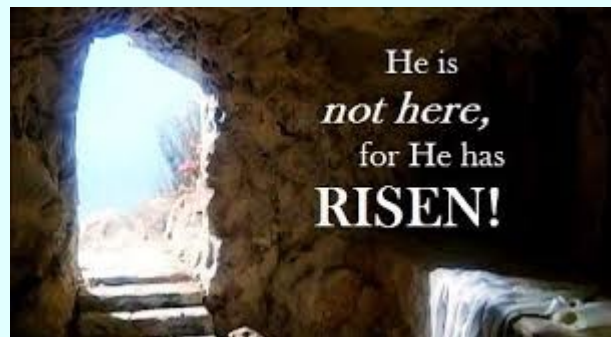
Blessed is the one who perseveres under trial because, having stood the test, that person will receive the crown of life that the Lord has promised to those who love him. (James 1:12)

It seems we have experienced a year of waiting and anticipating an end-to COVID, suffering and sadness. We continue this as we enter the season of Lent. We begin a period of waiting and anticipating an end resulting in joy.

Perseverance is the key. Although COVID, suffering and sadness may not end by Easter, we as Christians have that empty tomb to give us hope to carry on knowing that no matter what happens in this world we have joy to look forward to in the next.

He is alive!

Cathy Culver,
WNCC PAUMCS President



From the Vice-President....

As I write this article, I glimpse signs of spring arriving in my yard outside. Yellow and purple crocuses are blooming and I see new daffodil foliage emerging from the stark mulch beds. What an encouraging sign of life as our country still struggles with the oppression and isolation of COVID-19! Another sign of life returning from the darkness of the 2020 is the save the date announcement for the national PAUMCS 2021 Annual Conference! A virtual event, to as closely mimic an in-person conference as safety protocols will allow, is set for April 15-17. All details and registration instructions have been promised to be shared no later than March 15. You will need your computer with Internet access to attend the promising creative, interactive, CEU-earning web conference.

In regards to a WNCC 2021 annual conference and even a possible fun day in late summer this year, options are still being explored. I really had my heart (pun not intended) set on exploring Hart Square Village with my PAUMCS friends last May and I hope we can still make that a reality—of course in the safest manner possible. An annual conference theme, selected for 2020, is still available for pursuit however the logistics and execution remain uncertain. As our world starts to glimpse the light for the return to normalcy, may our pathway become clearer and shine forth.

Please be encouraged by the words from Jesus to His disciples in John 16:22, "So also you have sorrow now, but I will see you again, and your hearts will rejoice, and no one will take your joy from you." Whether this side of Heaven or the other, we will be together again! Until then, I pray for you to stay strong, my friends.

Blessings,
Libby Craven,
WNCC PAUMCS Vice-President

**PAUMCS ANNUAL CONFERENCE
GOES VIRTUAL!**

APRIL 15-17, 2021

**KEEP OUR EYES
FOCUSED ON
CHRIST**
HEBREWS 12:2

**SAVE
THE
DATE**

 **PAUMCS** | PROFESSIONAL ADMINISTRATORS
OF THE UNITED METHODIST
CONNECTIONAL STRUCTURE

From the Membership Secretary....

The **Mission Statement** of PAUMCS is to provide a supportive base for the unity and fellowship of its members in order to provide individual growth, professional development, continuing education and spiritual enrichment. Our WNCC PAUMCS chapter strives to do just that. Through our workshops and seminars we offer opportunities for our skills to be sharpened. Our members support each other by offering advice (when requested) on a variety of scenarios we may face in our offices. The objective of the Monday Snippets emails is to provide support and spiritual food for thought.

In addition to being a member of our WNCC PAUMCS, I encourage you to consider becoming a member of the National PAUMCS organization, too. Membership dues are \$50/year, and are due by March 31. You can register and pay for your membership at www.paumcsmembership.org.

While you will have some of the same benefits with national membership that you do with your Conference membership, national membership offers you a chance to become a "certified" UMC secretary. You will find more about the 2021 certification institute in this newsletter.

The first week that I went to work in the District Office, a member of our Conference PAUMCS called me to first welcome me to the sisterhood of District Admins and then to invite me to join both the Conference and National PAUMCS organizations. I joined the Conference group right away, and I waited a couple of years to join the National group. In the meantime, I was invited to attend the annual conference, where you receive excellent continuing education. My first national conference was in 2003. That same year, I attended the certification institute and achieved "Certified" United Methodist Church Secretary status. I called my District Superintendent to tell him I was now an official, certified secretary. His reply was, "I always knew you were certifiable!" In 2018, I was fortunate to complete the Advanced Certification course at the GCFA headquarters in Nashville.

I have only missed a few annual conferences since then. You receive wonderful training, and you make friends for life.

You can learn more about the National PAUMCS organization at www.paumcs.org.

Amy Johnson
Membership Secretary
jdeere620@aol.com



2021 LOCAL MEMBERSHIP DUES

***WESTERN NORTH CAROLINA CHAPTER OF THE
PROFESSIONAL ADMINISTRATORS OF THE
UNITED METHODIST CONNECTIONAL STRUCTURE***

Enroll me as a member of the **WNC PAUMCS** Chapter and place my name on the mailing list. My \$10 annual membership dues are enclosed for **2021**.

_____ **New** _____ **Renewal**

Name _____

Home Address (Street/P.O. Box) _____

City/State/Zip+4 _____

Telephone: Home _____ **Cell phone** _____

E-mail Address: Home: _____

Birthday _____

Church/Agency of Employment: _____

District _____

Office Address: (Street/P.O. Box) _____

City/State/Zip +4 _____

Telephone: Office _____ **Fax** _____

E-mail Address: Office: _____

If called to serve as an officer or on a committee for the Local Chapter of PAUMCS, would you be interested? _____ **Yes** _____ **No**

Please make check payable to WNC PAUMCS and mail to Treasurer:

Donna Snyder
PAUMCS Treasurer
1167 Charleston Drive
Winston-Salem, NC 27107

Check here if you are a National Member _____

Are you Certified? ____ **Yes** ____ **No** What Year _____

When was the last National Conference you attended? _____

PRAYER REQUESTS:

Grant Snook - (Robin Mays); Tish Schultheiss - bronchitis; Katie Cloninger - COVID - (Catawba Valley MC) (Paulette & Robin)

Bunker Hill Community - Lost one of it's own (Anji Dean)

Texas and all those experiencing the crippling bad weather

Savannah Childress (abducted - Tish's daughter-in-law's cousin) was found safe

Family across the hall at nursing home from Amy's parents' room

Amy Johnson's family in the loss of her mom and dad

Landa's family in the loss of her mom

Rhonda Ramsey in the loss of her husband

Family of Eugene Branham (Libby's brother)

Retirees: *Brenda Jones - Bethlehem UMC in Claremont, NC - CV District;*

Anji Dean - Catawba UMC in Catawba, NC - CV District

Janis Cariveau - First UMC in Sylva - Smoky Mt. District;

Debbie Idol - Sedge Garden UMC - Yadkin Valley District;

Valerie Bernhardt - Oak Forest UMC - Smoky Mt. District - left due to disability;

Joy Martin (deceased) Pleasant Garden UMC - Northern Piedmont District - died in 2020 after a bout with cancer.

New Members to WNCC PAUMCS for 2020 & 2021:

Michelle Ballantyne, Roberta UMC in Concord, Metro District

Meg Smith, Cashiers UMC in Cashiers, Smoky Mountain District

Tami Lewis, Catawba UMC in Catawba, Catawba Valley District

Treasurer's Report

August 1, 2020—January 29, 2021

Checking Account:

Beginning Balance	\$7,647.78
Disbursements	.00
Deposits	300.00
Ending Balance	\$7,947.78*

*Note-\$2,500.00 of these funds are designated for National Conference at Lake Junaluska

Scholarship Fund:

Beginning Balance	\$2,518.40
Disbursements (fees)	.00
Deposits (Interest)	.12
Ending Balance	\$2,518.52

Grand Total of Accounts January 29, 2021: \$ 10,466.30

Donna Snyder

Treasurer

dsnyder@shadygroveumc.com

Annual Treasurer's Report July 31, 2019-July 31, 2020

Checking Account

Balance as of July 31, 2019		\$ 6,857.89
Disbursements		
8/15/2019 #1257	FUMC Meth Men (retreat food)	\$ 1,055.00
8/15/2019 #1258	FUMC Conover (bldg use)	\$ 200.00
8/15/2019 #1259	Jeff Thornburg (A/V charge)	\$ 50.00
8/15/2019 #1260	Culver & Co (mousepads)	\$ 499.47
8/16/2019 #1261	Jason's Deli (lunch)	\$ 718.14
8/19/2019 #1262	The Corner Table (auction)	\$ 500.00
8/19/2019 #1263	Rev. Dr. Carl Manuel (retreat)	\$ 20.00
8/19/2019 #1264	Rev. Dennis Marshall (retreat)	\$ 20.00
8/28/2019 #1265	MTUMC (postage)	\$ 3.50
11/25/2019 #1266	Brotherhood Sisterhood	\$ 50.00
11/25/2019 #1267	Touching Tomorrow Today	\$ 100.00
11/21/2019	Service Charge	\$ 4.00
2/10/2020 #1268	Laurel Ridge Lodge deposit	\$ 240.00
#1269	Voided check to VANCO	\$ -
3/16/2020	Mobile Card Reader shipping fee	\$ 12.00
5/4/2020 #1270	Culver & Co. for tshirts	\$ 550.00
6/15/2020	VANCO service charge	\$ 10.00
7/15/2020	VANCO service charge	\$ 10.00
Total Disbursements		\$ 4,042.11
Deposits		
8/2/2019	Retreat Workshop	\$ 400.00
8/9/2019	Retreat Workshop	\$ 130.00
8/19/2019	Membership Dues	\$ 80.00
8/19/2019	Auction (Corner Table)	\$ 497.00
8/19/2019	Retreat Workshop	\$ 270.00
9/9/2019	Membership dues	\$ 20.00
9/18/2019	Membership dues	\$ 10.00
10/29/2019	Membership dues	\$ 10.00
10/29/2019	Scholarship transfer	\$ 75.00
11/6/2019	Membership Dues	\$ 20.00
11/19/2019	Membership Dues	\$ 10.00
11/26/2019	Membership Dues	\$ 30.00
12/6/2019	Membership Dues	\$ 10.00
12/16/2019	Membership Dues	\$ 20.00
1/17/2020	Membership Dues	\$ 60.00
1/24/2020	Membership Dues	\$ 20.00
1/31/2020	Membership Dues	\$ 50.00
2/3/2020	Membership Dues	\$ 50.00
2/21/2020	Membership Dues	\$ 10.00
2/21/2020	T-shirts sold	\$ 530.00
3/6/2020	2021 National Conference start up	\$ 500.00
3/6/2020	T-shirts sold	\$ 20.00
3/20/2020	2021 National Conference start up	\$ 1,500.00

Annual Treasurer's Report July 31, 2019-July 31, 2020 Continued

3/20/2020	Membership Dues	\$	10.00
3/30/2020	2021 National Conference start up	\$	500.00
Total Deposits		\$	4,832.00
Balance as of July 31,			\$ 7,647.78
 <u>Grayce Jones/Pansy McClamrock Memorial Scholarship Fund</u>			
Balance as of July 31,			\$ 2,597.16
Disbursements			
10/29/2019	Scholarship Transfer	\$	75.00
11/21/2019	Service Charge	\$	4.00
Total Disbursements		\$	79.00
 Interest/Deposits			
8/31/2019	Interest	\$	0.02
9/30/2019	Interest	\$	0.02
10/31/2019	Interest	\$	0.02
11/29/2019	Interest	\$	0.02
12/31/2019	Interest	\$	0.02
1/31/2020	Interest	\$	0.02
2/28/2020	Interest	\$	0.02
3/31/2020	Interest	\$	0.02
4/30/2020	Interest	\$	0.02
5/31/2020	Interest	\$	0.02
6/30/2020	Interest	\$	0.02
7/31/2020	Interest	\$	0.02
Total Interest/Deposits		\$	0.24
Balance as of July 31,			\$ 2,518.40
Grand Total All Accounts			\$ 10,166.18

FROM NOMINATIONS:

The Nominating Committee would like to thank the members who agreed to continue on their committees for 2020/2021 year. We know our world has been turned upside down and we could not have a business meeting to nominate other leaders, so thank you very much!

We are hoping this year will be a different situation and possibly we can be together with safety precautions. If you think you would like to serve on any committee or be on the Executive Committee, please let me know at www.wesleyememorial.org or johntish.1095@gmail.com. You can also text or call me at 336-687-5214.

The nominating committee will be making phone calls and emails to ask you to be a part of these vital positions in our organization. I can promise you that you will find your love for the WNCC PAUMCS grow and how rewarding it can be. Thank you and I hope you will say yes when you are asked.

Tish Schultheiss
Nominations Chair

Western North Carolina Conference Professional Administrators of the United Methodist Connectional Structure Slate of Officers for 2020 - 2021

Executive Committee

PRESIDENT: *Cathy Culver (2nd yr.) NEWSLETTER EDITOR: *Robin Mays (2nd yr.)

VICE PRESIDENT: *Libby Craven (2nd yr.) HISTORIAN: *Shanta Bryan (2nd yr.)

SECRETARY: Donna Ireland (3rd yr.) WAYS AND MEANS: Tish Schultheiss (2nd yr.)

TREASURER: *Donna Snyder (2nd yr.) PUBLICITY: *Angela Dean (2nd yr.)

MEMBERSHIP SECRETARY: *Amy Johnson (2nd yr.)

PTS Chair: DeEtta Rivens (3rd yr.) NOMINATIONS: Tish Schultheiss (3rd yr.)

By-Laws Chair: Debra Stack (3rd yr.)

PAST PRESIDENT: *Paulette Gregory (2nd yr.)

STANDING COMMITTEES

BY-LAWS

Debra Stack, Chairperson (3rd yr.)

Rosie Sailstad (3rd yr.)

Reola Jamerson (2nd yr.)

Secretary (Ex-officio)

Vice-President (Ex-officio)

NOMINATIONS

Tish Schultheiss, Chairperson (3rd yr.)

Patricia Lloyd (3rd yr.)

*One to be elected from the floor

PUBLICITY:

Angela Dean, Chairperson (2nd yr.)

*Marsha Patton (2nd yr.)

*Beth O'Brien (2nd yr.)

PROFESSIONAL TRAINING AND STANDARDS / SCHOLARSHIPS

DeEtta Rivens, Chairperson (3rd yr.)

Kathryn Sellers (3rd yr.) She has served 3 years and should come off.

*Janis Cariveau (2nd yr.) She is retired now.

Treasurer (Ex-officio)

*New Nominees

All nominees shall be elected during the annual business meeting of the WNC Chapter of PAUMCS. They shall assume their duties at adjournment of the annual meeting at which they are elected.

They shall be elected for one (1) year and may serve for a period not to exceed three (3) consecutive years in any given office.

Terms noted in parentheses () indicate the number of years officers will be serving in their particular office for 2020-2021. Each *Chairperson* will be a member of the Executive Committee.

NATIONAL PAUMCS CONFERENCE

*Our WNC Chapter of PAUMCS
will be hosting the
National Conference
in beautiful
Lake Junaluska, NC, in April, 2022.*

*(more information to follow in
the Summer issue)*



facebook

NEW!!! We have a Facebook page. You can find us at
WNCC Professional Administrators of The UM Connectional Structure.

Please "LIKE" our page and share our posts!

2021 PAUMCS Online Certification



The General Council on Finance and Administration of The United Methodist Church sponsors an online certification institute. The Institute provides outstanding advanced professional training and enrichment for United Methodist church administrators. A participant who completes the program and meets the requirements set forth by the General Council on Finance and Administration is eligible to apply for certification as a Professional United Methodist Church Secretary. The course begins on June 1, 2021 and runs until August 13, 2021 and culminates with the completion of a group assignment in order to become certified. Registration will open April 1, 2021. Check back for the registration link here.

[PAUMCS Online Certification Brochure](#)

Who should attend?

All United Methodist church administrators, administrative assistants, general agency office personnel, episcopal, district and annual conference office personnel are encouraged to enroll.

Certification eligibility

Membership in National PAUMCS is required to enroll in the course (annual dues \$50). To become a member, please contact Renee Farrar at centralsouth@ngumc.net. Or for more information on becoming a national member, or go to www.paumcs.org.

How will you and your church or organization benefit?

The Online PAUMCS Institute is designed to stimulate professional growth and development of each individual. Participants are introduced to business concepts required for understanding the financial operations of the church as well as relationships with the pastor, church employees and members of the congregation. Studying such concepts with professors selected from a strong business school faculty and other experts in the denomination encourages administrators to become better informed and more effective church administrators.

The experience of learning with local church administrators and networking with others in similar office settings provides a broader understanding of the connectional United Methodist church. Church administrators learn the functions of district, conference, agency and episcopal offices, while these various office personnel learn about the many responsibilities of a local church secretary. It is a place to see how all members of the church body are in ministry together.

Why become certified?

The 1988 General Conference officially adopted the following legislation:

The General Council on Finance and Administration shall have the authority and responsibility to provide guidance and consultation for continuing education of church secretaries, including establishment of training and certification programs, and to provide assistance to the Professional Association of United Methodist Church Secretaries. (*2012 Book of Discipline*, ¶ 807.19)

Certification recognizes your accomplishment of successfully completing professional training. It enhances your position as a true professional and stimulates the need for continuing education to augment your ministry in the church.

What is the cost?

Registration fee for the online Institute is \$300. Registration fee scholarships for the Institute are available on a limited basis by written request. This does not include the cost of PAUMCS membership.

How long does the course take?

The course is designed to be self-paced. Each participant has 2 months to complete the course work and group project. We have seen people complete the course in 2 weeks, and others take the entire 2 months.

How do I register?

Formal registration is sent to members in April. For more information on how to register, please contact Natalie Valerio at nvalerio@gcfa.org.

Questions contact paumcs@gcfa.org or call (615) 369-2320.

DeEtta Rivens,
Professional Training & Standards / Scholarship Chairperson



SCHOLARSHIP

PAUMCS Scholarship Opportunities

A reminder! One of the missions of PAUMCS is to promote individual growth through professional development, continuing education, and spiritual enrichment. I have been incredibly appreciative of the many opportunities our chapter has provided in this regard. We are aware that some church/agency staff desire to attend our training events but may be experiencing financial challenges to do so. Scholarships are available to participate in the Online Certification or National PAUMCS Virtual Conference April 15-17, 2021. Eligibility requires that you first apply for financial assistance through the church or agency in which you are employed. To receive additional details/scholarship packet contact DeEtta Rivens, Chair of Professional Training & Standards, at drivens@wnccumc.org or 704-714- 2344. Come, join us, experience ways in which you can enhance the administrative ministry of your church/agency!

DeEtta Rivens,
Professional Training & Standards / Scholarship Chairperson

POST COVID-19 WORKPLACE

I have been in a discussion with the WNCC Communications Department regarding an article about PAUMCS/Administrators to be featured in the WNCC e-newsletter. The purpose of this article is to highlight what we as administrators do to support the Conference even as we work from home. My goal is to showcase our skills/responsibilities on the different levels, conference, district, and church. I also plan to speak with clergy members to ask one very important question; *how differently would your job have been over the past year without the administrators?*

Here are the questions that I would ask:

- 1 - How do you handle stress?**
- 2 - How do you stay organized?**
- 3 - What self-care tips can you offer while working from home?**
- 4 - How has your job changed? (if any change)**
- 5 - How do you stay connected with one another?**
- 6 - What do you think the post-pandemic work atmosphere will look like?**
- 7 - Would you continue to work from home if allowed?**
- 8 - Do you enjoy working from home?**

If you are interested in participating in this event, please contact me by email at sbryan@wnccumc.org.

Shantá Bryan, Historian