



Appendix B-1

Montgomery Center

Welcoming All

Executive Director Report Presbytery of St. Augustine Spring 2021 Stated Meeting

Therefore encourage one another and build each other up
just as in fact you are doing. 1 Thessalonians 5:11

May 4, 2021

This first quarter of 2021 has been very productive. Great revenue possibilities have opened for us after working hard in public relations, promotion events, community outreach, and many meetings with organizations and individuals. We are praying for a consistent number of small groups, families, and individuals using our services throughout the year, until COVID allows us to bring bigger groups. Montgomery offers a safe and therapeutic environment to release the stress that the Pandemic is causing to people, families, churches, organizations, and institutions. We are now experiencing our daily challenges as CHAMPIONS. We have the hope and comfort that comes from the strength of our faith in God, and the support that many Montgomery lovers are constantly showing to us.

1. MONTGOMERY 2021 CAMPAIGNS

Summer Camp, CHAMPIONS 2021: REGISTER NOW at MontgomeryCenter.net and support our Summer Camp Program. Summer Camp has been the most important and impactful program at Montgomery since 1957. With God first, Montgomery can help reverse the trend of young people moving away from God through our Summer Camp program. Many Presbyterian Churches in the Presbytery of St. Augustine are stepping up by registering and sponsoring their youth.

This year the message for our campers and staff is a continuation of the message from last year, as we experienced miracles in the midst of all the challenges that we faced due to COVID-19. In 2020 we OVERCAME, in 2021 we are now CHAMPIONS. Like the biblical warriors who like Jesus faced challenges with the belief that regardless of the outcome we are CHAMPIONS! We have the hope and comfort that comes from the

strength of our faith. Romans 8:31b. We currently have 56 campers registered; we need help from each church in the Presbytery to promote registration and sponsoring campers. We are sending brochures to each church, and we have an electronic version available upon request. We are limiting each week of summer camp to 48 campers. We hired most of our summer staff, but we are still looking for a Summer Camp Coordinator and a music leader.

Montgomery Champions: In an effort to have better communications and relationship with each church in the presbytery of St. Augustine we are recruiting one Montgomery Champion in each church. The Champion will serve as a liaison between Montgomery and the church. The Champion will also help us promote our services and programs in its correspondent church. We currently have three Champions, Lydia Ficquette from St. Giles Presbyterian Church, Melissa Daniel from Community Presbyterian Church, and Alan Cummings from Silver Springs Shore Presbyterian Church.

Adopt a Cabin: This year our God's Fixer Upper project is focused on Cabins. We are encouraging churches, organizations, and individuals to adopt our 11 cabins. Our priority are the cabins that we are using this summer camp; cabins 1, 3, 4, 5, 8, and 9.

St. Giles Presbyterian Church adopted cabin five (5), and Fernandina Presbyterian Church committed to adopt cabin seven (7). It is very encouraging to see members of the Presbytery working very hard and helping us get the property looking great again!

Connecting With The Presbytery Of St. Augustine: We want to visit each church in the Presbytery of St. Augustine and strengthen our relationships with the Presbytery. We want to communicate our improvements, promote our programs, have a better accountability, and reinforce their trust in Montgomery. Together we can save Montgomery and become a very successful ministry of the Presbytery! Below are the churches that I visited this first quarter.

Visited Community Presbyterian Church and met with Melanie Marsh-Baum (Pastor), Melissa Daniel (Church Educator), and Robert McCrary (Youth Director). Melissa became our First Montgomery Champion! Robert will volunteer for one of the Summer Camp weeks, as a Camp Chaplain. We had a good conversation and it was a very productive meeting.

Visited Palms Presbyterian Church and met with Jimmy Steele (Youth Ministry Coordinator/MPCC Board Member). We worked on the Committee proposal for the Board of Trustees. He also introduced me to the church staff. Palms' school might plan a field trip to Montgomery with their little ones.

Visited St. Giles Presbyterian Church, made a presentation about Montgomery in their Sunday service, and had lunch with their Senior Pastor, a member of their session, and their children's minister. My visit was very productive, they are the first church that adopted cabin five (5) under our Redemption Plan. Every Sunday they promote Montgomery, our Summer Camp, and sponsorship program.

Visited Silver Springs Shore Presbyterian Church on a Wednesday night, enjoyed fellowship and great dinner with them, and presented a summarized report of 2020. I also encouraged them to continue supporting us, as they have done it since my first visit a year ago. After my visit we received monetary donations and more art from their thrift store.

Attended the Sunday Service at Westminster Presbyterian Church virtually and presented a summarized report of our work in 2020 and our goals for 2021. Promoted our Summer Camp with Reverend Rhonda Cummings' help.

We hosted a tour at Montgomery for the following staff members from Palms Presbyterian Church: Jeffrey Weenink (Interim Pastor), Dana Riley (Director of Connection), Lori Vaughn (Church Business Administrator), and Jimmy Steele (Youth Ministry Coordinator/MPCC Board Member) and his family. Also Jonny Brown (Youth Director from Lake City, First. We gave them an update on our Redemption plan, and invited them to stay connected with us.

Met with Holly Dillon Inglis, the Coordinator of the Presbytery Ministry and Missions, Brian Michell (Director of Youth and Young Adults at Lakewood PC), and Jimmy Steele (Youth Ministry Coordinator/MPCC Board Member). We talked about the best way to reconnect with all the Children and Youth leaders in the Presbytery. We also talked about creating new programs in partnership with the Children and Youth leaders. We proposed a Children and Youth Leaders Reconnecting Day at Montgomery. I had the privilege to share my journey with them as the Executive Director at Montgomery. We also talked about working closely, planning different events for the Presbytery, and having Holly's support as the Coordinator of the Presbytery Ministry and Missions. Holly also met with other members of the staff. We are very excited about working with Holly.

2. PROGRAMS

Spanish Ministries: The "Red de Ministerios Sonshine", decided to postpone their annual conference for next year due to many of their churches being closed and still meeting virtually.

Presbytery Of St. Augustine Family, Fun & Fellowship: May 8, 10:00 am – 3:00 pm. This is an event for all Youth Leaders, Children's Ministry Leaders, and Pastors who are new to the Presbytery. A great opportunity to visit Camp Montgomery, see all the recent improvements and upgrades. Perfect time to spend a day relaxing with family and colleagues in ministry and enjoy some of Montgomery's favorite activities. There will also be time for conversations with myself, and Holly Dillion Inglis (Mission and Ministry Coordinator for the Presbytery of St. Augustine) related to programs, plans and how Montgomery and the Presbytery can partner with Leaders and Ministers.

BOOST Camp: July 26-30. We are continuing working with Tina Baker, the director at Keystone Heights Jr/Sr High School, A Community Partnership School, on the plans for the Teens-at-Risk camp. Our goal is to have 20 teens-at-risk. We are looking for more

donations to be able to bless those kids with good quality items; four camp T-shirts, socks, pillows, towels, shorts, shoes, bathing suits, backpacks, school supplies, and personal care supplies. We are also looking for a male chaperone, a male and a female counselor to volunteer for this camp.

Women Veterans Retreat: We are still waiting for the response from the Northeast Florida Women Veterans. I emailed the CEO as a follow up.

3. COMMUNITY OUTREACH/BUSINESS PARTNERS

We worked with the **Holiday Helpers** and put together a community Easter Egg Hunt, and shared the Easter story through different stations. We had about 40-50 people attending the Easter event. We gave away Kids' Bibles that were donated by different local churches and organizations, We gave food, Easter eggs, and a rock-climbing experience to all kids and families that attended this event. Kiwanis Club, Trinity Baptist Church, Answers, and St. Williams Catholic Church did a great job in presenting the story of Easter to all the families that came. All Montgomery staff volunteered and served in this event.

The Open House Luncheon for local businesses that we organized in collaboration with Maria Hitt, **Keystone Heights Airport Manager**, was a success. It opened many possibilities for our lodging and food services. We also talked about becoming part of the visitors/participant packet that will be offered for the event coming up to Keystone Airport on December 4-6 (NRX Nitro Rallycross, North America 2021 Series Calendar). We are very thankful to have Suzi Lemen attending/supporting this event.

After learning about **Twisted Oaks Rescue** through Kiwanis Club, we invited their founder and CEO Jessie Crowley to work with us as a community partner. She immediately got engaged with our mission and vision and led the organization and execution of "We Love Pets", a community event that celebrated their mission to "Keep Pets and People Together". We had about 20 vendors and about 200 attendees.

After giving a tour of the camp and meeting with Clay Robinson, the Children's Ministry pastor at **Trinity Baptist Church**, and his wife, Sarah Robinson, they planned a day-camp for the community on June 21-24. They registered 100 kids in 22 hours, after they opened registration.

Morgan's House is an organization that offers support and a transitional home for women and children who have been affected by addiction, abandonment or abuse. Pastor Troy Stephens, the founder, is interested in serving these families in partnership with Montgomery. His organization is also considering adopting cabin ten (10). He is waiting to talk with our Treasurer, Alan Cummings, to evaluate all the possibilities to work with us and bring revenue to Montgomery.

4. HUMAN RESOURCES

We completed all the year-round staff performance reviews. We finalized Housing Agreements and the Performance Review for Executive/Senior Management Form.

We changed staff meeting dynamic and established weekly meetings with each employee for reports, planning, and setting goals, objectives, and strategies from each department

The Outdoor Education Instructor, Cory Deemer, resigned. I worked with him on interviewing the applicants for summer camp jobs, and on wrapping up some of the projects that needed to be done before his last day of work. He completed his exit interview.

We are looking for a Summer Camp Coordinator, through different camp organizations, local organizations, and schools.

We sent an employment offering to twelve (12) of the applicants for Summer Camp 2021, eleven (11) of them have been part of Montgomery and one is from out of state. Ten of them are hired. We also have two volunteer nurses, one from St. Giles Presbyterian Church, and the other one from Lake City Presbyterian Church.

We edited the Hire Letter for counselors in collaboration with Suzi Lemen, Holly Dillon Inglis, and Alan Cummings. The letters were emailed to all the selected applicants after they responded to the employment offer email.

We trained and recruited one of our counselors from Summer Camp 2020, Trevor MacDonalds, to serve as a Host and Facilitator for our events. He served during one of our recent, most busy weekends. He will be called as needed.

Williams Welch, from Dunnellon Presbyterian Church, one of our Summer Camp 2020 counselors, is working with us under the Maintenance Director, helping on many maintenance projects to prepare the property for Summer Camp. He has also facilitated for different groups and events. He has demonstrated great commitment, hard work, and outstanding balance facilitating fun activities and maintaining high safety standards. We offered him the opportunity to work with us, because he was one of our outstanding counselors, high ropes facilitator, and great in leading kids and dealing with their behaviors. He is very respectful and responsible. He expressed in his interview that he wants to become an outdoors/camp instructor, and we believe that Montgomery is the best place to fulfill his career projections. He will receive specialized training/certifications to become our in-house facilitator after Summer Camp 2021. During the time that he has worked with us he became a certified archery level II instructor. He is in the process of getting certified as a lifeguard, CPR, First Aid and AED instructor, and he is also working on his boating license.

We emailed all the camp documents with our policies and procedures to Mary Kathleen Ebener, the registered nurse from St. Giles Presbyterian Church that will volunteer for a few weeks this summer.

We are working with Jennifer Bryan, the nurse practitioner from Lake City Presbyterian Church that will volunteer for a few weeks this summer. She will be part of the summer staff training, sharing her experience as a Montgomery counselor in the early 90's. She will invite other former counselors that are currently very successful adults.

5. FINANCES

Montgomery's Financial Statement Review is the most important financial project that we currently have. We met with Steve Sapp, CPA, about Montgomery Financial Statement Review and responded to his financial questionnaire. We had ZOOM meeting with him where he explained the details of the inventories and documents needed for the statement. He answered all the questions that the staff had about this matter. The CPA came and met with each department to evaluate the inventories, which the staff submitted on March 5, 2021. Our Director Of Operations, Zach Leopold, has submitted all the financial documents requested by the CPA, including all the W-9s that he collected from all the businesses that we have made purchases or received services from. We are completing few tasks to be able to finish this project.

The marketing grant was not granted to us.

We are waiting for the Williams Lodge kitchen to be finished, so we can write and submit the report to Clay Electric. This will allow us to re-apply for this grant.

6. REDEEMING OUR PROPERTY

Williams Lodge has been our main focus in our Redemption plan. The Mission Continues, Fernandina Presbyterian Church, and William Welch painted the kitchen, dorms and common area. Our maintenance director with the collaboration of some staff members installed the new floors in the common area. The ramp for wheelchairs was donated and installed by a local retired pastor, Frank Boundarant. The kitchen will be fully functional before Summer Camp.

Aaron Vurgason Electric and Automation installed the front gate at no cost. We only provided the material.

7. FUNDRAISER AND PROMOTION:

We invited the Pastor, and the Business Manager of Faith Fellowship School (Homestead, FL.), and their families to stay overnight at Montgomery, gave them a tour, and introduced them to all our activities.

8. MARKETING AND COMMUNICATIONS:

Jason Salvagni, the Vice-president of the Board recommended ReEnvision Harmony and Social Equity to handle our marketing, after his research, and evaluating the three quotes that were presented to the BOT. We are already working with the marketing company, we are using the first month's retainer fee to cover the creation of the brochure and general marketing for Summer Camp as well as getting our social media strategy and copy positioning started.

9. PRESSINGS NEED

- We really need a good printer for the office, a good one will cost between \$500.00 and \$750.00

Blessings!

Monica Williams
Executive Director