

**MINUTES**  
**Western North Carolina Conference Lay Organization Meeting**  
**St. James AME Church - Ashville**  
**Saturday, March 12, 2016 - 10:00 AM**  
**Acting Secretary, Niki M. Allen**

The meeting was called to order by President Penny Oliver; she welcomed everyone. Packets were distributed to all Lay Members.

**Devotion** was led by Sister Jessie Cardwell. The Lay Body was asked to stand and sing, *Blessed Assurance*, and then she led us in prayer. Scripture was read from Psalm 146:1-10 KJV; followed by the Lay Hymn, which was included in our packets.

**Welcome:** The 1<sup>st</sup> Vice President, Sister Diane Logan welcomed everyone in absentia of Pastor Brent Edwards, Senior Pastor. She reported that the Local Lay President, Renee White had surgery on Thursday, March 10<sup>th</sup> and is now doing well. President Oliver graciously thanked Sister Logan and the St. James Lay Members, for their hospitality.

**Agenda:** John Smith motioned agenda items accepted as printed; Kenneth Woods second. The **motion carried.**

**Roll Call – Acting Secretary (Niki Allen)**

All members of the Executive Board were present except for the following;

Wilbert Hooker, *1<sup>st</sup> Vice President – Excused*  
Betty Parker, *2<sup>nd</sup> Vice President – Excused*  
Theresa Watson, *3<sup>rd</sup> Vice President – Excused*  
Mozell Weston, *Finance Secretary – Excused*  
Diane Foy, *Recording Secretary - Excused*  
Bertha McLendon, *Assistant Recording Secretary - Excused*  
Rose Taylor, *Chaplain - Excused*  
Mary Harris, *Young Adult Representative - Excused*  
Renee White, *Western District Coordinator – Excused*  
James Hill, *Ex-Officio Officer – Excused*  
Mary Dasher-McAdams, *Ex-Officio Officer – Excused*  
Starr Battle, *Ex-Officio Officer – Excused*  
Dwight Patterson, *Ex-Officio Officer - Excused*

President Oliver asked if there were any corrections to the last **Minutes**; they were approved as printed in our packet.

## **Officers Reports**

**1<sup>st</sup> Vice President, Wilbert Hooker** – No report.

**2<sup>nd</sup> Vice President, Betty Parker** – No report.

**3<sup>rd</sup> Vice President, Theresa Watson** – No report.

### **Eastern District Coordinator, Bettie Duell**

She had an opportunity to visit several churches. Outlined the fact that she had a chance to visit White Cross and saw their newsletter. She also visited Hunter's Chapel as they celebrated their Church Anniversary. Visited Flat Rock and shared in their Habitat for Humanity program. Several churches came together at Flat Rock (St. Paul – Chapel Hill, Emmanuel, Hunter's Chapel, Gaines Chapel, Mt. Zion Hillsborough, White Cross). This program consisted of all the A.M.E. churches within Orange County. These churches came together for the purpose of raising funds to build homes.

**Corresponding Secretary, Barbara Smith** – No report.

### **Young Adult Representative, Mary Royster-Harris sent letter to the Lay Body**

A Jack and Jill Update in the form of a letter was read by Acting Secretary, Niki Allen and distributed to the Lay Body. The letter included the following information:

- The Jack and Jill Committee had a conference call on March 2<sup>nd</sup> to discuss the program and current progress. To date, the Committee has not received any participants.
- The Jack and Jill Committee requests that Lay Presidents encourage participation from local churches and submit registration forms as soon as possible. Committee reminds us that Jack and Jill assists with our scholarships. Churches are encouraged to send their monies in advance to WNCC Lay Organization Treasurer, if they will not be present on April 9<sup>th</sup>.
- Need young people to do prayer and scripture. Please send names to [marykroyste@gmail.com](mailto:marykroyste@gmail.com).
- The Jack and Jill Committee prepared t-shirt prototypes displaying the theme, "*Black Lives Matter*" for the consideration of the Lay Body. President Oliver reviewed costs and showed the t-shirt prototypes to the Lay Body. Estimates include \$8.50 for 6 t-shirts each if we do iron-on or \$10.00 per t-shirt if we do digital print. President Oliver asked, "Is this something we would like to do for our Black Lives Matter – Jack and Jill

Program?” Much discussion took place. Some of the comments include Sister Cardwell, Brother Woods, and Sister Divine.

- Sister Jessie Cardwell: Are the t-shirts for the Jack and Jill youth participants, the adults or who?
- President Oliver responded: All of the above, both youth and adults if we agree to do so.
- Brother Kenneth Woods: This gives our youth a voice. If it is something they want to do, we should support them.
- Emma Divine: T-shirt can be worn anywhere. As a project, they should be made available to all interested persons, not just the Jack and Jill participants.
- Lamont Upperman: Will t-shirts include youth sizes

A motion was made in response by Brother Lamont Upperman that we go on record as supporting the Black Lives Matter T-shirt Project. Brother Kenneth Woods second the motion. Sister Emma Divine amended the motion to include that all A.M.E. churches be given the opportunity to participate in the purchase of T-shirts. Motion was carried by the show of hands. The majority was in favor, no opposers.

Next President Oliver presented the 2 designs for Black Lives Matter T-shirts. Both prototypes included “*Lifting our Voices for Black Lives Matter.*” The 1<sup>st</sup> design included a white background and the 2<sup>nd</sup> design included a black background. President Oliver requested that all in favor of design 1 or design 2, do so by the raising of hands. Eight were in favor of design 1 and 14 were in favor of design 2.

The Jack and Jill Committee letter addressed one question for the WNCC Lay Body: Should/Can individuals be able to present within their category if they are not present for the actual event? Persons were requesting to present a video of their presentation, if unable to attend. Bro. Lamont Upperman commented that if it’s an oratorical presentation, that a video presentation would not be acceptable for judging purposes. Sister Bettie Duell advised that someone asked the question regarding a musical or instrumental video. Sister Jackie Kanipe confirmed that the question arose based on a musical presentation. President Oliver states that the musical piece will not be judged. The Body concluded that it is okay to for participants to submit a video as long as it is not being judged. President Oliver reminded us that there is an opportunity to create a scrapbook that will be judged.

President Oliver announced that as of March 11<sup>th</sup>, two churches have submitted participation forms for Jack and Jill. Emmanuel A.M.E. Church has contacted President Oliver, however she needs a hardcopy of participation from completed. Participation forms are included in today’s Lay Packet and available on the WNCC Lay’s website.

### **Social Action Committee, Kenneth Woods**

The Social Action Committee composed an email that was sent by the Corresponding Secretary to the Lay Executive Board and Local Presidents on February 26, 2016. The content of the email consisted of important information regarding Early Voting dates, Same Day Registration, Primary Election Day Precinct Hours, Voter ID, and instructions on how to mail in an Absentee Ballot. A copy of the email is included today's Lay Packet. Brother Woods is the Chair of his Precinct and during this time of the year he is extremely busy assisting with the voting process. Brother Woods observed that not many African Americans participate in the election process in his Precinct compared to other races. Brother Woods encouraged us to be more involved and hands-on in our local political process. Brother Woods encouraged us to not only vote ourselves, but be sure to take someone else (neighbors, children) with us so they too can vote.

### **Historiographer, Sonia Barbre**

Sonia Barbre announced that our Lay Express Newsletter – March 2016 Edition is out and will be posted to our website within the next two weeks. Copies of the Lay Express Newsletter – March 2016 Edition were distributed to all local lay presidents present. Sister Barbre has been filling in as our Public Relations person, however this is not the responsibility of the Historiographer. She advised that we need a Public Relations candidate for office. Sister Barbre has Picture Boards available for our review.

### **Scholarship Committee, Sonia Barbre**

Sonia Barbre acknowledged those who served with her on the 2015 Scholarship Committee: Lamont Upperman, Betty Parker, Theresa Watson, Niki Allen. In 2015, there were exactly 5 scholarships that were issued by the Lay. Two were available from Connectional, Joseph C. McKinney Scholarship and the Jamye C. Williams Scholarship. Davis-McKinney and Kitrell-Allen-Adams Scholarship were available on the 2<sup>nd</sup> Episcopal District level. On the WNC Conference level, we had the James C. Johnson Scholarship. Last year, we only had 1 person to apply for the Davis-McKinney Scholarship. Sister Barbre expressed her disappointment; however she was thankful that we at least had 1 person who did apply. The WNC Lay distributed \$1500 towards the Davis-McKinney Scholarship and the District gave \$1000, for a total of \$2500 for the Davis-McKinney Scholarship. Therefore the 1 person that applied received a \$2500 Scholarship. She encouraged the Lay Body to encourage our seniors to apply for all available scholarships. There are 2 scholarship applications (Kitrell-Allen-Adams and Davis-McKinney) included in today's Lay Packet. The Kitrell-Allen-Adams application deadline is July 31, 2016. It looks better when we mail them in advance of the deadline date. Applications post-marked or dated on that day will not be accepted. The scholarship committee will be meeting to evaluate the James C. Johnson scholarship application. Bro.

Woodrow Winchester, Treasurer advised that he did not place any dollars in the budget for the Davis-McKinney Scholarship because there was some controversy on how monies were structured for this scholarship. However Bro. Winchester did find out that if the WNCC Lay pays \$1500 to the 2<sup>nd</sup> Episcopal District, they in turn will add \$1000 bringing the Davis-McKinney Scholarship total to \$2500. Bro. Winchester requested permission from the Lay Body to place the \$1500 in the WNCC Lay Budget, now that his initial concern has been resolved. President Oliver further explained that the approved budget did not include the \$1500 for the David-McKinney Scholarship. Bro. John Smith asked for further clarity regarding this process. Bro. Winchester advised that the 2<sup>nd</sup> Episcopal District will not release their \$1000 to the Davis-McKinney Scholarship until the WNCC Lay submits their \$1500. Bro. John Smith motioned to amend the budget to include the \$1500 for the Davis-McKinney Scholarship. The motion was second and carried. Bro. Winchester advised that as a result of this motion, the WNCC Lay has within its budget \$4500 for scholarships. Sister Bettie Duell encouraged us to please make sure we have persons to apply for our scholarships. Bro. Dale Wragg reminded us that the scholarships are on our WNCC Lay website.

#### **Treasurer's Report, Woodrow Winchester, Treasurer**

Copies of this report were distributed, along with Episcopal District Payment Schedule. Bro. Winchester proceeded to do an overview of the report. Bro. Winchester pointed out the Prayer Breakfast amount increased. The following items listed on the Episcopal District Payment Schedule are in the WNCC Lay Budget: \$750 Annual Assessment, \$1 per Member – Membership Fee, \$50 Executive Board Assessment, and we just voted that the \$1500 Davis-McKinney Scholarship be included. Bro. Winchester informed that the Finance Committee is operating on a 30-day schedule as it relates to processing check payments. President Oliver reminded us that we agreed to process checks within a 14-day timeframe. She further explained that Bro. Winchester and Sister Weston meet on Tuesdays at least once a month. President Oliver advised that we will try and do better. There were no further questions regarding the Treasurer's Report therefore, the report was accepted for informational purposes by President Penney Oliver. Pres. Oliver advised that item 4 – Disaster Relief was not included in the WNCC Lay Budget. It was determined that the \$1 Disaster Relief per member is something new. Bro. John Smith commented that we receive \$6 per Lay Member; \$1 per member goes to Membership and if \$1 per members goes to Disaster Relief that will only leave us with \$4 per member to work with. Bro. Winchester recommended that the WNCC Lay give \$100 to Disaster Relief. Pres. Oliver informed that we reported approximately 1100 members last year, therefore the estimated amount for Disaster Relief would be \$1100. Sister Emma Devine informed that the Disaster Relief fund is for major disasters such as a flood or tornados, etc., in instances when the 2<sup>nd</sup> Episcopal District will send aid. Bro. Winchester motioned that the WNCC Lay submit \$100 to the 2<sup>nd</sup> Episcopal

District for Disaster Relief as a sign of our compliance to their request for funds. Bro. John Smith seconded the motion. Motion carried.

## **OLD BUSINESS:**

### **Updated Conference Meeting Locations**

The meeting location for the WNCC Jack and Jill Program is Saturday, April 9, 2016 at Saint James AME, Winston-Salem, NC. The Election of Officers will be held on Saturday, April 16, 2016 at Clapps Chapel, Whitsett, NC. Our next conference meeting will be held on August 20, 2016 at Greater Bethel, Charlotte, NC.

### **Outreach Ministry Committee - Mary Dasher-McAdams, Chairperson**

There was originally a total \$5,000 allocated to the Outreach Committee. Of which, \$2,500 would be set aside to address local church emergencies. During our January 2016 Lay Meeting, this Committee was asked to present a recommendation that would provide benevolence to sick Lay members or those experiencing death of a love one. In the absence of Sister Mary Dasher-McAdams, Chairperson, Bro. Lamont Upperman distributed and read the committee report. Committee discussed items via Conference Call on Sunday, March 6, 2016. It was determined that the \$2,500 available for the purpose of benevolence was insufficient to provide fruit baskets or floral arrangements in the event of a loss of a spouse, child, or parent. Given the funds available the Outreach Committee determined that cards are the fairest and most equitable benevolence response to all Lay members. Further, the Outreach Committee decided that the benevolence component is so significant that it should be addressed by a separate, distinct committee in the new conference year with a separate budget allowing the Outreach Committee to be dedicated solely to the support of local churches. Sister Emma Devine added if a Lay Member is sick or experience death to include their spouse, child, parent, or sibling a card would be sent from the WNCC Lay to the Lay Member plus their immediate family. She further stated that a Resolution be sent to all Executive Board Officers, which includes Local Lay Presidents from the WNCC Lay President. Pres. Oliver confirmed that we will send cards only and resolutions, where they apply. Pres. Oliver informed us to contact either her or Sis. Barbara Smith, Corresponding Secretary with names and addresses of family members.

### **2016-18 Nominating Committee Report – Kenneth Woods, Chairperson**

Kenneth Woods reported those who have submitted letters of intent. The Committee has met several times via conference call. They last met on Monday, March 7, 2016 at 7:15 pm. During this meeting, Brother Adam Johnston resigned from the Nominating Committee due to his interest in running for 3<sup>rd</sup> Vice President. We have received letters of intent for all of the elected offices, except the following: 3<sup>rd</sup> Vice President, Assistant Recording Secretary, and Historiographer. The deadline for submitting letters of intent is March 16, 2016. Brother Kenneth Woods thanked Niki Allen, Membership and

Credentials for her help in qualifying persons desiring to run for office. The following persons have submitted a letter of intent and the Nominating Committee has found each to be qualified for the office they seek:

- Sister Penny Oliver – President
- Wilbert Hooker – 1<sup>st</sup> Vice President
- Sister Diane Foy – Recording Secretary
- Sister Barbara Smith – Corresponding Secretary
- Brother Woodrow Winchester – Treasurer
- Sister Mozell Weston – Financial Secretary
- Sister Mary Harris – Young Adult Representative
- Sister Jessie Cardwell – Chaplain
- Sis. Renee White – Western District Coordinator
- Sister Bettie Duell – Eastern District Coordinator

This week the Nominating Committee received the following letters of intent that have not yet been verified:

- Brother John Smith – Parliamentarian
- Sister Bobbi Hague – Director of Public Relations
- Sister Betty Parker – 2<sup>nd</sup> Vice President

The Nominating Committee has talked with each Local Lay President of those determined to be qualified. If person running for office serves as the Local Lay President, the Committee spoke with the 1<sup>st</sup> Vice President.

### **NEW BUSINESS:**

#### **Eyeglass Project – Bettie Duell**

Sister Bettie Duell sent out a Flyer to all Local Lay Presidents of the Eastern District via email. She requested that we place this Flyer in our church bulletin as an announcement to our local congregations so everyone can participate. Sister Bettie Duell, Eastern District Coordinator and Sister Renee White, Western District Coordinator will need donated eyeglasses at the WNCC Annual Conference. Be sure to collect your eyeglasses and \$1. The \$1 is for shipping and handling. Eyeglasses can be purchased at Family Dollar or the Dollar Tree. We can also donate our old prescription eyeglasses. Bro. Winchester asked if the WNCC Lay Organization would accept donated eyeglasses without the \$1 donation for shipping. Sister Duell, respond that the WNCC Lay Organization will accept eyeglasses without the \$1 donation for shipping. However, she is asking that churches that do not turn in eyeglasses, please support by giving donations to cover the cost of shipping. All monetary contributions will be accepted, in support of this project. Sister Emma Devine informed us to please place eyeglasses in a Ziploc bag, if we do not have a case to store them in. This will keep the eyeglass lenses from getting further scratched during packing and shipping.

#### **2016 Prayer Breakfast – Jackie Kanipe**

Our Prayer Breakfast is set for September 10, 2016. A conference call was recently held with the Prayer Breakfast Committee. This is our tenth year of having the Prayer Breakfast. It was originally initiated under the administration of Brother Dwight Patterson. As a result, we would like to do something special for our 10<sup>th</sup> Year. Two proposals were submitted, one from Mt. Zion – Hillsborough and the other from Macedonia – Milton. The proposal from Mt. Zion – Hillsborough was submitted with the capacity of accommodating only 179 persons. Last year we had over 220 persons in attendance. Because we are growing in attendance each year, it appears that Mt. Zion – Hillsborough will not be able to adequately host the number of persons we anticipate. However, Macedonia – Milton has a seating capacity of 240 persons. Per our recent conference call, we are recommending that we hold our 2016 Prayer Breakfast at Macedonia at the cost of \$8 per plate. Macedonia has included the following in their proposal at the cost of \$8 per plate: Breakfast, Decorations, Print Programs, Setup, Clean-up, Audio/Visual Equipment, provide Entry Table, Paper Products and Cutlery. The Breakfast Menu will include: Eggs, Bacon, Pork Sausage, Toast, Grits, Pancakes, Water, Juice, Coffee, with the option to upgrade menu. They plan to start promptly at 10:00 am. The price for tickets has been \$15 per person. Bro. Kenneth Woods motioned that our 2016 Prayer Breakfast be held at Macedonia, Milton, NC on September 10, 2016. Sister Emma Devine seconded the motion. The motion carried. It was requested that directions be sent out with the Pray Breakfast Registration form. Sister Kanipe stated that we will request that Turkey Sausage be added to the menu, in addition to the Pork Sausage. It was requested that we also add Potatoes and Onions to the menu. The Body desires that the ticket price stay at \$15 per person. The Committee plans to have a save-the-date flyer available during our Annual Conference. The local Lay President of Macedonia will be added to the Prayer Breakfast Committee.

### **Annual Lay Night – Jackie Kanipe**

Lay Night will be held on Thursday, May 26, 2016 at 7:30 pm. The Jack and Jill participants will be a part of our Lay Night program, with Sister Mary Harris responsible for making sure they are present. Rev. Anthony Radcliff, the Minister of Music for Annual Conference, has been asked to serve during our Lay Night. Rev. Radcliff asked that members of the Lay join the Annual Conference Choir in singing on Lay Night to ensure that the Lay Hymn and Lay Benediction are sung correctly. A rehearsal was held at Allen Chapel last Saturday. However additional rehearsals will be held at Poplar Grove – Greensboro, St. Paul – Lenoir and St. Paul – Raleigh. Rev. Radcliff is requesting that we attend at least 2 rehearsals. Sister Kanipe presented a video presentation that included a performance being considered for Lay Night. The video consisted of YES (Youth Exploration Service) from St. Paul – Raleigh led by Flo Avery. The video showcased the traveling Black History Wax Museum performance by YES. After a portion of the video was reviewed by the Body, it was discussed that the Black Lives Matter theme presented by Jack and Jill participants will work well with the Black History Wax Museum performance.

Jackie Kanipe advised that the group will not charge a fee to perform during Lay Night, per Flo Avery. However, they would expect a donation. President Oliver stated that last year we gave a \$200 donation to the group that performed during Lay Night. Sister Emma Devine commented that we should not exceed the \$200 donation given last year. Per Pres. Oliver, we will give a donation if we decide to go this way. The presentation is approximately 30 minutes long. The majority of the Body felt that the Black History Wax Museum performed by YES of St. Paul – Raleigh, will work well as during our Annual Conference Lay Night.

Sister Kanipe asked if we would like Bro. Jeffrey Tate, photographer, to show a DVD presentation of Bishop and Supervisor during Lay Night. Sister Devine asked, “How would it fit into our theme?” Bro. Woods thought it was a good idea to show clips of Bishop and Supervisor’s video. President Oliver advised that the Lay would have to pay \$500 for screen rental and equipment in order to show a video. However, she will communicate with Rev. Radcliff to see if there is an alternate way of showing the video. The Lay Night Offering is \$50. Pastors are asked to participate in processional alongside local Lay Presidents. Lay members are asked to wear Navy Blue or Royal Blue with Lay Kente Stoles. Please see Sister Emma Devine, if you need a Kente Stole. They are \$25 each.

**Lay Institute – Jackie Kanipe**

The Lay Institute Committee has not met since the last one in 2015. President Oliver suggested that we look at Saturday, October 22, 2016 be considered as a date to hold this event. She felt it may work well to schedule the Lay Institute the day after the Western District Banquet, scheduled Friday, October 21, 2016 at the Caleb Convention Center. Bro. Dale Wragg will inquire about the availability of Bethel – Greensboro for hosting the Lay Institute. The Committee will check other central locations for hosting. The cost was \$10 pre-registration and \$15 on-site.

**Laity Teaching Moment – Jackie Kanipe**

“Are You an Active Church Member?”

Sister Kanipe defined an Active Church Member as one who worships regularly, serves God and neighbors; give of time, talent, and money to further God’s mission.

**Membership Update –Niki Allen**

48 persons registered for today’s meeting .....**\$ 240.00**  
From January 1 through March 11, we have received Lay Dues from 30 churches; 16 Eastern District and 14 Western District churches. Registered members include *613 adults and 30 youth for a total of 643*. Youth do not pay, under 18 years old. However President Oliver would like for Youth to be included in our Membership Report.

**Miscellaneous Announcements**

Connectional Lay Organization 2016 Spring Executive Board Meeting (April 28 – May1, 2016) at Westin BWI Airport – flyer included in today's Lay Packet.

Connectional Lay Organization Quadrennial Breakfast Benefit during General Conference (July10, 2016) – requesting \$85 donation in support of this event.

Pres. Oliver recognized first time attendees to our Lay Meeting. Sister Bernie Williams from St. James- Winston-Salem and a member of St. James- Ashville were recognized. Pres. Oliver thanked them for coming and encouraged them to join us again when their schedules allow.

Crusade for Souls (March 31-April 1, 2016) - flyer included in today's Lay Packet.

Sister Shirley Hamilton of St. Joseph – Durham is looking to take a bus to the 2016 General Conference. All interested persons are asked to contact her and she will follow-up.

Sister Jackie Kanipe announced that Brother Wilbert Hooker is doing well and thanks everyone for cards, calls, and prayers.

Sister Renee White is at home and recuperating well.

Sister Diane Foy is at home, recovering from surgery.

Brother Dwight Patterson is working at the Voting Polls today.

Brother John Smith thanked everyone for cards, calls, prayers during his surgery and cardiac rehab.

Brother Lamont Upperman thanked everyone during his time of undergoing a lung transplant.

Sister Jackie Hemby gave testimony of back surgery.

Sister Sandra Vincent gave testimony regarding 3 eye surgeries for a detached retinae. She is still in the healing process and solicits our prayers.

President Penny Oliver encouraged us to continue to pray for one another and asked Sister Sonia Barbre to lead the Lay Body in Closing Prayer.

**Respectfully submitted,**  
*Niki M. Allen*