



OPEN HEARTS
UNITED METHODIST CHURCH

LEADERSHIP ROLES AND COMMITTEES

Commissioned for Service

October 6, 2024

AN ORDER FOR THE INSTALLATION AND RECOGNITION OF LEADERS IN THE CHURCH

From The United Methodist Book of Worship

PASTOR: *Dear friends, you have been called God and chosen by the people of God for leadership in the church. This ministry is a blessing and a serious responsibility. It recognizes your special gifts and calls you to work among us and for us. In love we thank you for accepting your obligation and challenge you to offer your best to the Lord, to this people, and to our ministry in the world. Live a life in Christ and make him known in your witness and your work.*

Do you this day acknowledge yourself a disciple of Jesus Christ?

LEADERS: I do.

PASTOR: *Will you devote yourself to the service of God in the world?*

LEADERS: I will.

PASTOR: *Will you so live that you enable this church to be a people of love and peace?*

LEADERS: I will.

PASTOR: *Will you do all in your power to be responsible to the task for which you have been chosen?*

LEADERS: I will.

RESPONSE OF THE PEOPLE

PASTOR: *Let us pray. Almighty God, pour out your blessings upon these your servants who have given particular ministries in your church. Grant them grace to give themselves wholeheartedly in your service. Keep before them the example of our Lord, who did not think first of himself, but gave himself for us all. Let them share his ministry and consecration, that they may enter into his joy. Guide them in their work. Reward their faithfulness with the knowledge that through them your purposes are accomplished; through Jesus Christ our Lord.*

CONGREGATION: Amen.

PASTOR TO THE CONGREGATION: *Dear friends, rejoice that God provides laborers for the vineyards. Will you do all you can to assist and encourage them in the responsibilities to which they have been called, giving them your cooperation, your counsel, and your prayers?*

CONGREGATION: We will.

MISSION

The mission of the United Methodist Church is to make disciples of Jesus Christ for the transformation of the world.

VISION

Open Hearts United Methodist Church cultivates a welcoming community – united in God’s love, guided by scripture, and empowered by the Holy Spirit – to live out Jesus Christ’s teachings.

VALUES

BIBLICAL REFLECTION

We apply scripture thoughtfully to guide us in discipleship while engaging reason, tradition, and experience.

UNITY THROUGH CHRIST

We welcome people of individual experiences, circumstances, and hopes, trusting in the creating, redeeming, and sustaining God to unify us in faith.

GRACE AS OUR GUIDE

We see the best in each other and offer one another grace, because although made in the image of God, we fall short of perfection.

LEADERSHIP POSITIONS

Pete Byford	Staff Parish Relations Chair
Jana Clack	Annual Conference Delegate ¹
Theresa Clarke	Worship Committee Chair
Tom Creech	Growth Committee Chair
Sandy MacMillan	CARES Committee Chair
Kathy McKinney	Trustees Chair
Beth Padgett	Communications Chair
Jenna Robinson	Membership Secretary
Linda Sarratt	Finance Chair
Lynne Shackelford	Lay Leader and Delegate to Annual Conference ² ; SHARE Committee Chair
Coleman Shouse	Board of Stewards Co-chair
Julia Turlington	Treasurer; Annual Conference Delegate ¹
Carol Wilson	Christian Formation Chair
Lee Yarborough	Board of Stewards of Co-chair
John Redmond	Annual Conference Delegate ¹

STAFF TEAM

Rev. Karen Jones	Lead Pastor
Dr. Tish Oney	Director of Music Ministry
Jana Clack	Director of Discipleship
TBD	Church Administrator
Dr. Elliott Smith	Organist
Alex Payne	Maintenance Staff
Zahria Stewart	Nursery Staff

NOTES

¹ Until chartered, Open Hearts UMC will not have seated Delegates to Annual Conference, however, it was recommended by our District Superintendent to elect up to three potential Delegates and alternates.

² It is recommended by the *Book of Discipline*, but not required, that the Lay Leader and the Lay Member to Annual Conference be the same person.

BOARD OF STEWARDS

The Board of Stewards provides strategic missional alignment of the church and its resources to its vision and mission. The Board is responsible for the stewardship of resources such as people, funds, facilities, and ministries in support of the vision and mission of the church.

Strategic work – *The Board monitors trends in giving, professions of faith (membership), engagement in ministry and discipleship, and the development of new leaders, making adjustments as needed to align and optimize resources.*

Generative work – *The Board not only addresses immediate decisions but also proactively generates future-focused initiatives that advance the church toward its vision. It discerns how to keep our ministries relevant to the world's needs and compelling in the mission field, requiring both prayerful discernment and cultural competency.*

Administrative work – *The Board undertakes key administrative tasks, such as approving budgets and policies, to support the church's ministry. These activities are not the mission itself but are vital in serving and advancing the church's mission.*

Coleman Shouse	Board of Stewards Co-Chair
Lee Yarborough	Board of Stewards Co-chair
Rev. Karen Jones	Pastor
Lynne Shackelford	Lay Leader
Pete Byford	Staff-Parish Relations Chair
Kathy McKinney	Trustees Chair
Linda Sarratt	Finance Chair
Pam Powell	SHARE Vice Chair
Tom Creech	Growth Chair
Kate Kitchens	Youth Representative
Hunter Richardson, '27	Young Adult Representative
Alex Burgin, '26	At-large member
John Winn, '25	At-large member
Tish Oney*	Director of Music Ministry
Jana Clack*	Director of Discipleship

NOTES

* Indicates the privilege of voice, but not vote.

FINANCE COMMITTEE

The Finance Committee is defined in ¶258.4 of the United Methodist Book of Discipline 2016. Their priorities include submitting an annual budget to the Board of Stewards for review and adoption; as well as developing and implementing plans to raise sufficient income to meet the budget.

Linda Sarratt	Finance Chair
Gary Judd	Finance Vice Chair
Lynne Shackelford	Lay Leader
Coleman Shouse	Board of Stewards Co-chair
Lee Yarborough	Board of Stewards Co-chair
Pete Byford	Staff-Parish Relations Chair
Kathy McKinney	Trustees Chair
Julia Turlington	Treasurer
Larry Gall	At-large member
John Kincaid	At-large member
Margaret Clayton	At-large member
Rev. Karen Jones	Pastor
TBD (Church Administrator)*	Staff Liaison, (non-voting)

TELLERS TEAM: Gary Judd (Coordinator), Bill Pearson, Vaughan Overman, Tiby Weinstein, Larry Gall, Steve Thrailkill, Steve Anderson, Sally Adkins, Hunter Richardson, Ashley Cheney.

STAFF-PARISH RELATIONS COMMITTEE (SPRC)

The Staff-Parish Relations Committee is defined in ¶258.2 in the United Methodist Book of Discipline 2016. The duties of this committee include but are not limited to encouraging and supporting the pastor and staff; conferring on matters regarding effectiveness of pastor and staff; maintaining an advisory relationship with the Bishop and District Superintendent on pastoral appointments.

Pete Byford	SPRC Chair, '25
Jennifer Hincapie	SPRC Vice Chair, '27
Lynne Shackelford	Lay Leader
Matt Hawley	At-large member, '25
Janet Williams	At-large member, '26
David Stanley	At-large member, '26
John Chambers	At-large member, '27
Rev. Karen Jones*	Pastor, (non-voting)

BOARD OF TRUSTEES

The Board of Trustees defined in ¶2525-2533 of the United Methodist Book of Discipline 2016. The priorities of the Trustees include but are not limited to stewardship of property, endowments, and building usage.

Kathy McKinney	Trustees Chair, '27
Scott Powell	Vice Chair, '26
Joan Gaulden	Secretary, '25
Roy Williams	At-large member, '25
Sam Cely	At-large member, '25
Steve Anderson	At-large member, '26
Sandra Welch	At-large member, '26
Randy Clack	At-large member, '27
Chris Youngblood	At-large member, '27
Rev. Karen Jones*	Pastor, (non-voting)
TBD (Church Administrator)*	Staff Liaison, (non-voting)

ARCHIVES TEAM: Dottie Pittman (Archives Coordinator), Bill Adkins, Robert Benedict, Rev. A.V. Huff, Sam Cely, Matt Hawley, Judy Seale, Jim Way, Susan Way, Robyn Whitten, Roy Williams (Trustees Representative).

FURNISHINGS TEAM: Joan Gaulden (Trustees Representative), Gary Hester.

NOMINATIONS AND LEADERSHIP DEVELOPMENT

The Leadership Development and Nominations Committee is defined in ¶258 in the United Methodist Book of Discipline 2016. The duties of this committee include but are not limited to developing, training, and supporting leaders and assessing changing leadership needs.

Karen Jones	Pastor, Chair
Lynne Shackelford	Lay Leader
Jenna Robinson	Vice Chair '26, Membership Sec.
Mia Murphy	Young Adult, At-large member '27
Carol Wilson	At-large member, '25
Debra Leeke	At-large member, '25
Sandy MacMillan	At-large member, '26
Miles Loretta	At-large member, '27
Wendy Thrailkill	At-large member, '27
Ashley Cheney	At-large member, '27

GROWTH COMMITTEE

The Growth Committee is not defined in the Book of Discipline. It is a long-range planning committee that advises the Board of Stewards on strategic growth plans.

Tom Creech	Chair
Molly Stanley	Young Adult Representative
Sandra Welch	Trustees Representative
Gary Judd	Finance Representative
TBD	Vice Chair
Jana Clack	At-large member
Tiby Weinstein	At-large member
Ted Vereen	At-large member
Gray Kitchens	At-large member

COMMUNICATIONS COMMITTEE

The Communications Committee manages and enhances the church's internal and external communications through the newsletter, social media, website, and other media as needed.

Beth Padgett	Chair
Doris Loretta	Vice Chair, Website, Realm
Robyn Whitten	Newsletter
Lynne Shackelford	Editor
Jana Clack	Social Media, Staff Liaison
Rev. Karen Jones	Pastor
Jenna Robinson	At-large member
Margie Schnelle	At-large member
Miles Loretta	At-large member
Dottie Pittman	At-large member
Sandy MacMillan	At-large member
Tish Oney	Staff

CARES COMMITTEE

CARES stands for Compassion, Assistance, Resources, Encouragement, Support. This committee supports individuals during times of need and helps individuals connect with one other for support.

Sandy MacMillan

Ashley Cheney

Debra Leeke

Martha Judd

Rev. Karen Jones

Rev. Andy Jones

Lynne Shackelford

John Winn

Marshall Gaddy

Chair, Prayer Team Coordinator

Connections Team Coordinator

Bereavement Team Coordinator

Soup Ministry Coordinator

Pastor, Staff Liaison

At-large member

At-large member

At-large member

At-large member

CONNECTIONS TEAM: Ashley Cheney (Coordinator), Sally Adkins, Tanya Pearson, Roy Williams, Gwen Winn, Andy Jones, Richard Greer, Robyn Whitten, John Winn, Jane Johnson (Quilts and Flowers), Doris Loretta (Afghans), Dottie Pittman (lap blankets, prayer shawls), Penny Gall (card ministry), Tiby Weinstein (cards ministry).

PRAYER TEAM: Sandy MacMillan (Coordinator), Rev. Andy Jones, John Winn, Jane Johnson, Margaret Clayton, Martha Judd, Rev. Karen Jones, Roy Williams.

BEREAVEMENT TEAM: Debra Leeke (Coordinator), Susie Bradshaw (Assistant Coordinator), Irveta Shouse (Family Room), Dottie Pittman (Pew Care), Jane Johnson (flowers), Robyn Whitten (Eternal Glory newsletter), Tish Oney (Music, A/V coordinator), Miles Loretta (greeters, parking lot coordinator, building attendant), TBD (Church Administrator), Rev. Karen Jones.

SHARE COMMITTEE

SHARE stands for Serving in Humility, promoting Advocacy, providing Resources, and offering Education. This committee is responsible for coordinating church-wide opportunities for missional engagement and education.

Lynne Shackelford	Chair
Pam Powell	Vice Chair
Vaughan Overman	Rep. to Christian Formation
Rev. Karen Jones	Pastor
Jana Clack	Staff liaison
Ashley Newton	At-large member
Julia Turlington	At-large member
Scott Powell	At-large member
David Atkinson	At-large member
Janet Williams	At-large member
Tom Whitted	At-large member
Karl Schnelle	At-large member

CHRISTIAN FORMATION COMMITTEE

The Christian Formation committee coordinates quarterly church-wide efforts to help different ages and stages of faith connect, serve, learn, and grow in meaningful and intentional ways.

Carol Wilson

Chair

Donna Wilson

Women's Ministry Co-Coord.

Tanya Pearson

Women's Ministry Co-Coord.

Miles Loretta

Men's Ministry Coordinator

Amanda Youngblood

College Ministry Coordinator

David Virtue

Youth Ministry Coordinator

Andrea Creech

Children's Ministry Coordinator

Vaughan Overman

SHARE Representative

Susan Hawley

Events Coordinator

Rev. Karen Jones

Pastor

Jana Clack

Staff Liaison

CHILDREN'S MINISTRY TEAM: Andrea Creech (Coordinator), Stacey Kitchens, Marilyn Gower, Wendy Thraillkill, Evelyn Rogers, Janet Williams.

YOUTH MINISTRY TEAM: David Virtue (Coordinator).

EVENTS TEAM: Susan Hawley (Coordinator), Susan Way, Irveta Shouse, Susan Wright, Popie Whitted, Nancy Tucker, Margaret Borklund.

LIBRARIAN: Dottie Pittman

WORSHIP COMMITTEE

The Worship Committee is responsible for overseeing all liturgical elements of worship, collaborating with clergy and music staff to enhance the worship experience, creating and maintaining an inviting worship environment, organizing and supporting special services, and recruiting and coordinating volunteers for various worship roles.

Theresa Clarke	Worship Chair
Jane Johnson	Flowers
Miles Loretta	Usher Coordinator
Dottie Pittman	Pew Care
Rev. Karen Jones	Pastor
Dr. Tish Oney	Staff liaison
Sally Adkins	At-large member
Irveta Shouse	At-large member
Falls Harris	At-large member

AUDIO/VISUAL TEAM: Tish Oney (Coordinator), Miles Loretta, Dottie Pittman, Ashley Newton, Roy Williams, Carol Wilson, Jim Patterson Jr., Marshall Gaddy.

BRASS POLISH TEAM: Theresa Clarke (Coordinator), Susie Bradshaw, Carolyn Burgin, Vickie Frazier, Wendy Thrailkill.

GREETER TEAM: Jenna Robinson (Coordinator), Jean Marshall, Bill Shell, Ashley Cheney, Hunter Richardson, Mark Whisenhunt, Jennifer Hincapie, Vaughan Overman, David Atkinson, Mary Ashley Adkins, Bill Adkins, Sally Adkins, Jane Johnson, Eleanor Allen, Vickie Frazier, Peter MacKinnon, Tanya Pearson, Tiby Weinstein, John Winn, Martha Judd, Gary Judd, Debra Leeke, Susan Wright, Scotty Bradshaw, Susie Bradshaw, Penny Gall, Margaret Borklund, Kathy Anderson, Steve Anderston, Jan Paige, Irveta Shouse, Cori Richardson, Sandy MacMillan, Beth Padgett, David Virtue, Alex Burgin.

PEW CARE TEAM: Dottie Pittman (Coordinator), George Nanarello, Jan Paige, Judy Seale.

USHER TEAM: Miles Loretta (Coordinator), Bill Adkins, Steve Anderson, Sam Cely, Larry Gall, Gary Judd, Gray Kitchens, Dottie Pittman, Beth Padgett, Hunter Richardson, Linda Sarratt, Jim Sarratt, Margie Schnelle, Bill Shell, Irveta Shouse, Steve Thrailkill, Tiby Weinstein, Roy Williams, John Winn, Susan Wright.

IMPORTANT EMAILS

Rev. Karen Jones, Lead Pastor

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Jana Clack, Director of Discipleship

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Doris Loretta, Website and Realm

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Sandy MacMillan, CARES Team

cares@openheartsumcsc.org

Jenna Robinson, Membership Secretary

membership@openheartsumcsc.org

Linda Sarratt, Finance Office

finance@openheartsumcsc.org

Contact information can be accessed through our church management software, Realm. If you do not yet have a Realm account but would like to register, please email admin@openheartsumcsc.org .





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