

Stewardship

What is Stewardship?

It's not all about money, even though throughout of our congregation's history, October and November were the time of year for a stewardship drive and our stewardship drives focused on financial pledges for the coming year.

Consider the definition of Stewardship: "The conducting, supervising, or managing of something special; the careful and responsible management of something entrusted to one's care." We understand that stewardship is more than finances. Each of us have been entrusted with time, gifts and talent, and the question is how do we steward our time, our finances, and our gifts?

Over the last couple of months, we have been hearing a number of Stewardship stories from Luke's Gospel:

Luke 8 – We read of Jesus healing a man with many demons. The man with many demons was sequestered to the tombs, just at the edge of town, and he welcomed Jesus. Jesus drives the demons into the herd of pigs, which run over the cliff's edge and plummet to their death. Townspeople are so consumed with the loss of economic means, they can't see, appreciate and welcome the healed man back to town.

Luke 10 - Story of the Good Samaritan has MLK Jr. asking himself, "If I don't stop and help this man, what will happen to him?" **instead of asking**, "If I stop and help this man, what will happen to me?" < Notice who the focus is on

Luke 12 - A story of a farmer with an abundant crop. Jesus encourages us to look beyond ourselves when seeking insight and when we wonder what to do with what we have. The farmer was completely ME focused, didn't acknowledge God and didn't acknowledge people who are beyond his fields and in need.

Luke 13:10 - Jesus healed a woman on the Sabbath: How long do we wait before take a hard look at how we are carrying out God's mission? How long do we wait and try to do this alone? In the text, Jesus was present. **Today**, we have the many gifts which God has given us...

Does this partnership align with our mission?

Over the last year, council has been spending time each month discussing our mission, how we live into our mission, and how people know we are Christian by our actions.



Our mission is: Energized by the Holy Spirit. Empowered by God to Learn and Serve.

We are in this community to serve our neighbors, and only by learning what is needed in the community are we able to serve. We have learned of a significant need, and the council believes we are called to serve our community in this manner.

As we consider our “stewardship,” our approach must continue to include how members provide their time and talents – including financial “talents” – to support the mission of our congregation. But, our concept of stewardship should be broader, including how we use all of the gifts and strengths available to our congregation to deliver on the mission of our congregation.

Reach Dane / Head Start

Who is Reach Dane?

Reach Dane provides high-quality early childhood services to over 1,000 children ages 0-5 in Dane County through center-based and home-visitation programs. Its mission is to change the lives of underserved children and families through education and supportive services. Reach Dane staff works tirelessly every day to reach the most vulnerable children and families in our community, and the need for these services is growing. The number of infants and toddlers experiencing homelessness enrolled in Reach Dane programs has *tripled* over the last four years. Last year, Reach Dane served more homeless children than any other Head Start program in Wisconsin.

Reach Dane is the only agency in Dane County offering Early Head Start and Head Start, which provides a comprehensive system of support for families, including physical and mental health, dental services, nutrition, and transportation. All of Reach Dane’s 15 centers are rated 5 stars in Young Star. In fact, Reach Dane enrolled 36% of all the Dane County children attending 5-Star centers who received a state child care subsidy.

Reach Dane offers a variety of program options designed to meet the individual needs of families. One program, Satellite Family Child Care (SFCC), is so unique that there is no other program of its kind in the country. SFCC provides city accreditation to family child care providers in the City of Madison, ensuring that providers have the support and resources they need to provide the highest quality programming for the children in their care.

What is Head Start?

Head Start is a comprehensive preschool program that focuses on promoting school readiness through positive social and educational skill development for children 3-5 years old from low-income families.



What are some of the Program Features of Head Start?

Health Services: Linking families to a medical home, ensuring all children receive developmental, sensory & behavior screening, ensuring all children receive well child physical examinations, establish an ongoing source of oral health care and education about all areas of health.

Nutrition Services: Assessment, education, and connection to food assistance programs in the community. Nutritious meals served in center-based programs.

Mental Health Services: Ensure children and families have access to prevention and intervention services.

Services for Children with Disabilities: Reach Dane partners with local early intervention programs to serve infants and toddlers with disabilities.

Family Fun Events: Meal, transportation, and parent/child activity.

Family Engagement: Supporting families to be safe, healthy, and financially secure. Home visits and Family Partnership Agreements are part of this process.

How many families in DeForest does Head Start serve?

Current enrolment numbers suggest that Head Start will serve approximately 15-18 children.

Partnership

How does NGMLC fit into this picture?

Reach Dane is looking for space to host its DeForest Head Start Program. Over the last 2 years, they've utilized some space at the Holmen Center, but largely taught in student's homes. This is a less than ideal situation as they are not able to provide all the services they offer. We are looking to lease a portion of our church basement for their program.

NGMLC has an ideal setup for Reach Dane and the Head Start program. It is located in the community in which they serve, DeForest. We have classrooms for teaching as well as office space for Head Start faculty. Direct access to the lower level of the Church will be beneficial for students with special needs.

They would utilize the space weekdays during the day – outside of when the Church uses the space.

What space will they occupy?

They are looking to use most of the basement. Specifically, they would use the rooms to the East of the kitchen. They would also utilize the kitchen to prepare two meals (breakfast and lunch) for students. They would also use the bathrooms downstairs.

They would also utilize the larger Fellowship Hall area for larger gatherings, including monthly family nights as well as during inclement weather.



When would they occupy the space?

Head Start follows the regular school district calendar. Which means that a couple weeks prior to an early September start, faculty and staff would begin to prepare the classrooms and space in preparation for the upcoming school year. They would have a winter and spring break and finish the school year in early June. They would not utilize the space from mid-June to mid-August.

What are the hours of the day they would occupy the space downstairs?

Regular school days begin around 7 a.m. and end around 4:30 p.m. Monday through Friday, excluding school holidays and breaks.

Once a month, Head Start hosts a family night for students and their caregivers. This typically runs from 3 p.m. to 5 p.m. This is an important function of the program to build bonding relationships with other families in the community.

Do we have to make any renovations to the space to fit their needs?

Yes, we have to make some changes to fit their needs.

The changes include:

- Removing the wall between the two classrooms on the South East side of the Church. This is a non-load bearing wall, so it would be a matter of removing and refinishing the drywall and a coat of paint.
- Add a more permanent wall to cover the window that opens from the kitchen to the classroom.
- Install a high-temp dishwasher to accommodate their culinary needs and to meet state code requirements.
- There will be some other minor enhancements, such as smoke and Carbon Monoxide detectors, door locks, etc.

Some of these enhancements – dishwasher and smoke detectors, for example – would also benefit our congregation.

What are our options for a high-temperature dishwasher?

We have several options here. First, we could purchase and install our own dishwasher. Second, we have learned from the DeForest Area School District that an industrial dishwasher was purchased in 2018 for Morrisonville Elementary School. That school was recently closed and could be donated to the Head Start. A third option is Reach Dane may have one that could be leased.



What's involved with the Church purchasing a high-temperature dishwasher?

Jim Stotesberry has been doing a significant amount of research regarding the proper dishwasher to have installed at the Church. The dishwasher would be owned by the Church and used by both entities. Somewhat due to the needs of Reach Dane, but also due the commercial nature of the space, we would opt to go with a high temperature model dishwasher. High temp models maintain a temperature of 130-150, while a low temp (residential) maintains a temperature of 120-140 degrees. Additionally, a high temp is capable of maintaining a temperature of 180 degrees for 10 seconds for sanitizing. The dishwasher will also have a temperature gauge visible on the machine. So far, the costs we are looking at are:

- Dishwasher - \$5,338.82
- Electrical - \$1,525.00
- Plumbing - \$1,065.00

The labor cost is currently the unknown. We encourage people in the community who have skills and expertise with general contracting and or cabinetry / carpentry work to be part of this exciting partnership. The initial estimate for labor cost is \$3,000

How will we pay for the dishwasher?

At a cost of nearly \$10,000, we anticipate using funds that have been designated for building improvements.

What's involved if we get a dishwasher from Reach Dane or the School District?

While the cost of the dishwasher would be covered, we would still be responsible for the installation costs. The portable dishwasher would have the least cost, whereas the dishwasher from Morrisonville would be more permanent and result in installation costs similar to above. Again, designated funds would be used for the installation costs. We are also researching purchasing the Morrisonville dishwasher for the church.

Who would pay for the removing of the wall and patching the window to the kitchen?

The School District has offered to pay for all the supplies and materials related to this carpentry work. The actual labor would be built into the lease agreement. The Church would work with Reach Dane on the bid process.

Will there be increased utility costs with their occupancy?

Yes, we estimate that there will be a 30% increase in Heat/Gas costs. We also anticipate there will be an average increase of \$100 / month for electricity. And, water/sewer consumption will rise by 20%. We are using last year's monthly numbers as a baseline and using 1,000 sq. ft. of occupancy.



Are there any other major modifications that need to take place?

Yes, in addition to the items outlined above, they require that an outdoor playground be installed. At this point, this would be fully funded by Reach Dane. The location of the playground has not been finalized yet, but we are targeting an area on the South lawn. We have requested that the fencing and fixtures be aesthetically pleasing. We are unsure if NGMLC will be able to use this playground.

Since they will be there in the winter, how will we handle the snow plowing and shoveling?

Due to the early nature of their start, we initially asked Reach Dane to contract with the School District for their plowing and shoveling needs. We have since learned that the Church is too far away from the school district buildings and that is not an option.

At this point, we are investigating costs of contracting plowing and shoveling. The costs that pertain directly to Reach Dane would be passed on to Reach Dane.

Are we responsible for custodial and cleaning services for their space?

In order to best accommodate the cleaning needs, we are asking Reach Dane to contract directly with a cleaning service. This would not only include the classrooms, but would include the kitchen and bathrooms.

What about any printing or copying needs they have?

Reach Dane will bring in their own printers and copiers. They would be 100% responsible for any printing and copying needs.

Will we need to install a separate Internet connection for Reach Dane?

The plan for now is to implement a different SSID that Reach Dane would use to leverage our existing connection. We would build a portion of the cost into the monthly rent payment.

Are there any insurance concerns?

Reach Dane would add our address to their existing insurance policy. This should address any liability concerns. We have already contacted our insurance company and they are in general agreement with this arrangement.

How long of a lease is Reach Dane looking to sign?

While general discussions have taken place around this topic, the actual duration has not been determined. We all agreed that a longer lease is more feasible. Thus far, discussions have centered around a 3-5 year term.



How do we handle the sharing of the space?

We have had several discussions around this topic. We have been very transparent around our use of the basement and Fellowship Hall. Some of the key needs that Reach Dane will work around include:

- WOW – Wednesday services, meals and youth education. We need to have access to the kitchen, Fellowship Hall, as well as the classrooms downstairs.
- Town & Country Driving School – Typically T&C has used our downstairs for classroom instruction.

We will work to put further definition around this space and to set expectations. Perhaps a light set of rules governing each entity's use of the shared space.

What will we do if we have a funeral?

While NGLMC does not perform many funerals, the fact that they happen and are unpredictable makes this more challenging. Again, we have been transparent with Reach Dane that should the need arise, we have an obligation to carry out this necessary function. Although we are seeing a trend of evening or weekend funerals that would not conflict, if we provide a one-day notice to Reach Dane, we would have full use of the building as Reach Dane would be able to use the local library or other spaces for a single day, without harming their education programming.

What do we expect this partnership to cost NGMLC?

The dishwasher is the largest expense. As we mentioned, if we choose the purchase option, we plan to use designated funds to pay for the dishwasher, along with installation, plumbing and electrical costs. The dishwasher was something the Church was contemplating purchasing anyway.

There may be smaller costs such as removing the wall between the classrooms and filling in the window between the kitchen and the classroom.

Beyond that, while our intent is not to profit from this partnership, we have been very up-front in that we do not intend to pass a financial burden onto the members of NGMLC.

We have made assumptions regarding additional utility costs, dishwasher usage, overall wear and tear on the facility and will propose a monthly rental fee that covers all those costs.

We will meet with Reach Dane /Head Start in January and June of the first year's lease agreement to review actual expenses and adjust as needed. Thereafter, we will meet annually for a review of actual expenses in June or early July.

Questions? Please contact one of the following:

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