TOWN HALL CHURCH CONFERENCE MATERIALS

NOVEMBER 15, 2026

ASBURY FIRST
UNITED METHODIST CHURCH

Town Hall / Church Conference

Asbury First United Methodist Church | Sunday, November 15, 2026

AGENDA

1. Welcome and Opening Prayer

2. Celebrating God's Work in Our Congregation

- Stories of bold love: Where have we seen God's love at work at Asbury First this year?

3. Church Conference Business

- Election of Recording Secretary
- Receive and act on required reports:
    - 2025 Church Conference Minutes;
    - Outreach Ministry
    - Senior Minister/Pastor
    - Dismantling Racism report has been submitted online
    - Safe Sanctuary Compliance
    - Accessibility

- 2027 pastoral compensation and related forms or resolutions, as applicable
- (Election of Trustees and consideration of the 2027 Nominations Report)

    This is currently in process and the vote will take place in January at our Town Hall
- Other required items, if applicable: bequests and gifts; membership roll actions
- Retired Clergy Report

4. Town Hall: Looking Ahead

- 2027 financial and stewardship update (information and conversation only; final 2027 budget approval is planned for January)
- Priorities, opportunities, and questions for the coming year

5. One Bold Step Forward

- What is one way God is calling Asbury First to love boldly in the coming year?
  Carry the question into our leadership teams and identify a concrete next step.

6. Closing Prayer and Adjournment

"The United Methodist Church forms disciples of Jesus Christ, who, empowered by the Holy Spirit, love boldly, serve joyfully, and lead courageously in local communities and worldwide connections."
United Methodist Church Vision Statement (2025)

Asbury First United Methodist Church

Annual Charge Conference, October 26, 2025 | 12:00 PM

Presiding Elder: Rev. Richelle Goff, District Superintendent

Call to Order — Rev. Dr. Michelle Bogue-Trost
Opening Prayer — Rev. Dr. Michelle Bogue-Trost
Recording Secretary — Christy Lesher (GB secretary)

Attendance — Christy Lesher
Attendance was recorded by sign-in sheets; 81 persons signed in.

Welcome & Call to Order — Rev. Dr. Michelle Bogue-Trost
Warm welcome extended to Rev. Richelle Goff on behalf of Asbury First United Methodist Church, who was presented with flowers from the Alter Guild.

Introduction of Governing Board members where were present: Chuck Hanrahan (chair), Tim Mahan, Dawn Riedy (treasurer), Jonathan Carroll-Nellenback, Christy Lehser (secretary)

Approval of Previous Minutes — Rev. Dr. Michelle Bogue-Trost
Recommendation is before the congregation to approve the Charge Conference minutes from December 8, 2024. They are included in the Town Hall Church Conference Materials packet. No questions or amendments were raised.

Motion: To approve the December 8, 2024 Annual Church Conference minutes
Moved by: Beth Wilkens
Seconded by: Tom Clemow
Motion passed with approval by majority members present

Approval of Previous Audit — Rev. Dr. Michelle Bogue-Trost
Recommendation is before the congregation to approve the 2022 Audit, included in the Town Hall Church Conference Materials packet. No questions or amendments were raised.

Motion: To approve the Independent Auditor's Report of 2022
Moved by: Beth Wilkens
Seconded by: Dawn Riedy
Motion passed with approval by majority members present

Values, Dreams, and Vision — Rev. Dr. Michelle Bogue-Trost
Included in the Town Hall Church Conference Materials packet on pages 11 – 15 is an excerpt

of our Dream Team report which outlines our Strategic Framework. The Dream Team reaffirmed and reimagined our value statements in the DreamScape. The DreamScape has been adopted and implemented across Asbury, helping guide the work of committees, teams, and task forces. The use of a Strategic Framework (versus Strategic Plan) allows us to continue to grow and evolve in our work for the church, where priorities are shaped by the value statements and guiding questions.

Pastor's Report Rev. Dr. Michelle Bogue-Trost

Found on pages 16 – 19 of the Town Hall Church Conference Materials packet is the Charge Conference Report of the Pastor, which includes vital statistics on who has joined and who has left Asbury First UMC in the past year, along with a narrative report on the state of the church. Pastor Michelle added that, after 16 months serving as the senior minister at Asbury First, she is loving her position and extended gratitude and appreciation to the congregation for their support and shared vision.

Kathy Thiel, Minister for Congregational Care shared what a blessed joy it is to serve at Asbury First. Congregational Care has its challenges, but none she cannot face, and she brings love, light, joy, comfort, laughter, tears, the full human experience together with the presence of God and Jesus whenever she meets with congregants of all ages and all stages of life. Kathy extended her love and appreciation to the congregation and assured all she will be there when called upon.

Rev. Patrick Dupont was occupied with work at the Community Outreach Center and Mike Mullin was occupied with the youth for a gathering.

Imagine No Racism Rev. Dr. Michelle Bogue-Trost

Pastor Michelle noted this report is filed online, and it is complete as the time of the Charge Conference.

Pastoral Compensation for 2026 Beth Wilkens, SPRC Chair

Pastoral Compensation was outlined as follows:

Pastoral Staff	Base Compensation	Benefits	Total Compensation
Rev. Dr. Michelle Bogue-Trost *Senior Minister*	130,000	43,750	173,754
Rev. Patrick Dupont *Minister for Outreach*	73,568	30,436	104,004
Rev. Kathy Thiel *Minister for Congregational Care*	71,495	30,156	101,651
Michael Mullin *Minister for Discipleship and Youth*	69,500	47,780	117,280

Some notes on compensation packages:

- Base salaries will increase by 2.5%, matching all staff; however, Pastor Michelle refused a salary increase for 2026. We are deeply grateful for her generosity.
- Total compensation decreased for 2026 over 2025 due to a decrease in pension benefits set by the Upper NY Conference.
- Rev. Patrick Dupont's benefits include reported Conference health insurance but will decrease by an amount still being reviewed as he may access alternative coverage.
- FICA/FUTA and private health insurance general staff coverage is paid for Mike Mullin because he is not ordained and not part of Upper NY Conference coverage.

Discussion and Questions Around Compensation
Q: Why are we paying Mike's benefits as if he's ordained when he is in fact not?
A: We are recommending Mike again for ordination and our hope is he will be this cycle.
Q: Hasn't he been put forward several times?
A: His ordination process was highly politicized at a time prior to the schism in the UMC, which prior leadership outlined in detail at the time for the congregation.
Q: Concerned about transparency to the congregation throughout this process, as hasn't he expressed disagreement with some of the UMC doctrine?
A: Mike does carry the same level of education as our other ordained staff, and his understanding of scripture and emphasis on inclusion is key for our youth.
A: Caution against getting caught up in credentialism – if a pastor is doing the job they should get paid for doing the job.
Q: Why is Pastor Michelle's total compensation less than in 2025?
A: Because the precent of mandatory pension contribution from the district is lower than it was last year.

Comment from Beth that it is helpful to have congregational input, and that it can be fed in to her or any of the SPRC members, and it will be considered as the SPRC performs annual pastoral reviews, which are ongoing now.

Comment from Dawn Riedy (Finance Committee Chair) that the Finance Committee fully supports the compensation packages that are in front of the congregation.

Motion: To approve the Pastoral Compensation as presented
Moved by: Joe Stankaitis
Seconded by: Mary Church
Motion passed with approval by majority members present

Local Church Leadership Interface / Nominations & Personnel Election of Trustees Rev. Dr. Michelle Bogue-Trost

Members in attendance in the sanctuary were asked to complete the ballot for the Governing Board members. There were two blanks present on the ballot, and the hope was that by the Charge Conference they would be filled, but answers were still pending from some individuals. At the January 2026 Town Hall we will put forth the final names for a vote. Individuals are able to write-in on ballots to put forth their own name.

Term Start	Term End	Class Year	Name	Position
1/1/25	12/31/27	2027	Chuck Hanrahan	Chair, Lay Leader
1/1/24	12/31/26	2026	Tim Mahan	Sustainability Task Force
1/1/24	12/31/26	2026	Christy Lesher	Secretary
1/1/24	12/31/26	2026	Jonathan Carroll-Nellenback	Outreach Committee
1/1/25	12/31/27	2027	Peter Owh	Investment Committee
1/1/25	12/31/27	2027	Frances Bryniarski	Vice Chair, SPRC
1/1/25	12/31/27	2027	Dawn Riedy	Treasurer, Finance Committee
1/1/26	12/31/28	2028	--	Property Stewardship Committee
1/1/26	12/31/28	2028	--	Social Concerns Committee

Election Results: There were 86 ballots cast and all candidates for Governing Board were approved by majority of members in attendance.

Safe Sanctuary Compliance Rev. Dr. Michelle Bogue-Trost

This is a report that is completed online, and a copy of it can be made available if anyone is interested in seeing it. Please contact the office for a copy. Rest assured that we have a policy and that it is being followed to the best of our ability.

Accessibility Audit Rev. Dr. Michelle Bogue-Trost

This audit is found in the Town Hall Church Conference Materials packet, pages 21 – 23, and though this audit does not need a formal vote, we called for a show support for the audit. A majority of members in attendance showed support via a show of hands.

Declaration of Candidacy for Licensed / Ordained Ministry Rev. Dr. Michelle Bogue-Trost

Mike Mullin's Declaration of Candidacy for the Order of Elders is found on page 24 of the Town Hall Church Conference Materials packet. Motion was passed by a majority of members in attendance.

Certified Lay Servant Rev. Dr. Michelle Bogue-Trost

Cindy Haag's application for Certified Lay Servant is found on pages 25 – 26 of the Town Hall Church Conference Materials packet. Motion was passed by majority of members in attendance.

Removal of Members from the Rolls Rev. Dr. Michelle Bogue-Trost

Annually, member lists are reviewed and an attempt is made to contact those who have not attended in the past year. If no contact method is on record, members are listed for in our Charge Conference agenda (found on pages 27 – 28 of the Town Hall Church Conference Materials packet). Members listed from the 2024 list, which is a second reading of names, will be removed from the Asbury First rolls. Names on the 2025 list, which is the first reading of names, will carry to our 2026 Charge Conference roll while continuing to try to connect with these members. A motion to remove the 2024 members without contact information from the roll was approved by majority of members in attendance.

Celebration of Ministry All

Part of the Charge Conference is to celebrate the life and work of the church!

- Celebrate Paula Dugan, who has been an incredible Children's Ministry lead! Her work from VBS, to Bible Sunday, to children's moments, and all the other areas she touches is incredible. She represents our church so well in the community.
- Celebrate the music ministry and Carl Johengen! As a choir member I see all that goes in to brining the music ministry to life each week, and it's a big reason why I attend and I know many others do too.
- Celebrate outreach! We talk about brining justice to the world, and our amazing leaders and volunteers at the Community Outreach Center do that every week, and every day. We made this dream a reality, even in the midst of COVID, and now we greet our neighbors by name and welcome them into this amazing facility this is really theirs.
- Celebrate the Social Concerns Committee and the fact that Pastor Michelle came in and saw that there were several little groups all doing different facets of this work, and she empowered the various groups to come together.
- Celebrate the completion of the Columbarium! With a special thanks to Bob Schuman and Kathy Thiel for bringing this forward for our congregation.
- Celebrate the Governing Board, Finance Committee, and Financial Sustainability Task Force! These teams proved there is no magical thinking when it comes to a balanced budget, and they put in the hard work to get us out of a difficult financial situation.

- Celebrate the congregation! Looking back 18 months, we had a change in much-loved leadership, we've faced budget issues, and we are here today living together in community still and doing more good.
- Celebrate the DreamScape! Especially the way the leadership and Governing Board have taken it and run with it. A lot of times strategy work ends up not getting used, but that's not the case here!
- Celebrate Holly Temming, Deb Bullock-Smith, David Stith, and Johnny Colón (and staff)! They all do so much to ensure the church is running smoothly through scheduling, communications, administration, and space readiness.

Pastor Michelle drew the celebration of ministry to a close as she echoed members' sentiment and celebrated the fierce and wonderful hearts of the Asbury First members.

Question and Answer Session All

- Online Q: What are the top 3 – 5 items we'll focus on in the next few years?
- A: The DreamScape outlines our priorities as we go forward, so invite members to review that document (Pastor Michelle). Additionally, the Governing Board is working on Three Big Questions that will drive the work of the GB and other committees and teams across the church. These will flow out of the DreamScape and once finalized in November / December and share at the January Town Hall. Congregational input for these Three Big Questions can be sent to the governance@asburyfirst.org (Chuck Hanrahan).

- Q: When we lose someone who is valuable to the ministry of the church, we need to figure out why. It's reported that one of the trainings the staff attended was on conflict resolution. What from this training was employed to try to avoid losing Paula Dugan?
- A: We had conversations among staff through the process, about personalities and finding ways to work and move forward together. The re-written Family Ministry role was written with Paula in mind with input from her own review of the role, and she was given first right of refusal to the new position. An offer was made to have deeper conversations on the matter if individuals desired to (Pastor Michelle).

- Comment: As a new member I'm sad to see division in the church based on lines drawn behind staff. I'd encourage us to not gossip, let politics of positions go, and come together for the better of the congregation.

Closing Prayer Rev. Richelle Goff

DS Richelle closed on a note of joy at being together and in joining us in worship. She commended the members of Asbury First for coming together and doing the hard work of being in ministry together. She encouraged the congregation that discussion and discourse is healthy, and that it is clear that the members of Asbury love one another deeply and embrace the gifts that each person brings.

The Charge Conference was closed at 1:45 PM. For a video recording of the meeting, you may go to YouTube and view via the following link:

https://www.youtube.com/watch?v=SPWNOFkfhms&t=7007s

Respectfully submitted,

Christy Lesher,
Recording Secretary

Christy J. Lesher

Upper New York Annual Conference

Church/Charge Conference Recording Secretary's Minutes Form

DUE at the close of Church/Charge Conference

Church/Charge Asbury First United Methodist Church **Date:** October 26, 2025

Pastor: Rev. Dr. Michelle Bogue-Trost **Secretary:** Christy Lesher

Number in Attendance: 81 *Please attach the sign-in sheet(s) to this form.*

Items for Approval

Last Year's Annual Audit 2024: Yes ☑ No ☐

Last Year's Charge Conference Minutes 2024: Yes ☑ No ☐

Celebrating Ministry:

1. Outreach & VIM Ministry

2. Pastor's Report

3. INR-Imagine No Racism

Annual Church/Charge Conference Business Items:

Pastoral Compensation for 2026

Please attach a copy of the signed compensation & ARP forms (only if new appointment or change ARP)

5. Gross Salary approved: $344,563

5a. Housing Exclusion Resolution: *If adopted, please attach a copy of the resolution.*

5b. Accountable Reimbursement Plan $NA *(only if new appointment or change)*

Amount approved: $NA

6. Election of Trustees: *Please attach ballots used.*

7. Local Church Leadership Interface/ Nominations & Personnel

8. Safe Sanctuary Compliance

9. Accessibility Report

If Applicable:

10. Declaration of Candidacy for Licensed/Ordained Ministry

11. Certified Lay Ministers: ***Please attach copies of signed report forms.***

12. Certified Lay Servant: *Please attach copies of signed report forms.*

13. Lay Speaker: ***Please attach copies of signed report forms.***

Church/Charge Conference Recording Secretary's Minutes Form

14. Bequest Resolution: Acceptance of Bequest or Other Gifts *Please attach copy of resolution.*

Name of Donor: NA Amount: $NA

Specified Use of Bequest:

NA

Approved ☐ Not Approved ☐

15. Retired Clergy in the church (if applicable) ¶ 357.5

16. Parsonage Inspection & Committee

Removal of Members from the Rolls *Please attach copy of names and year(s) notification.*

Signatures:

Secretary: Christy J. Fisher

Pastor: Michelle Bogue-Frost

Presider: _____

Superintendent: _____

THE UNITED METHODIST CHURCH CHARGE CONFERENCE

Mission & Outreach Report

Rochester: Asbury First UMC Church
Genesee Valley District

Rochester: Asbury First Charge
Upper New York Conference

Pastor: Rev. Pat Dupont

Date: 10/20/2026

Primary Mission Contact Information:

Name: Patrick Dupont

Email: pdupont@asburyfirst.org

MISSION & OUTREACH:

1) Which of the following mission ministries are physically housed at your church?
(Select all that apply. Include ministries that operate on your church property, regardless of who leads them.)

- [x] Food Pantry
- [x] Community Meals
- [x] Blessing Box
- [ ] Thrift Store
- [x] Clothing Distribution
- [x] Diaper Pantry
- [x] Ministry with the Unhoused
- [ ] Construction/Rebuild
- [ ] Disaster Response
- [ ] Mission Journeys
- [ ] Environmental/Creation Care Initiatives
- [x] Community Garden
- [x] Other (Please specify): Healthcare clinic

2) What additional support does your church need to enhance its missional impact?
(Select all that apply)

- [ ] Volunteer Mobilization
- [ ] Local Mission Opportunities
- [x] Financial Support for Ongoing Missions
- [ ] Mission Opportunities Outside the Community
- [ ] Partnership with Other Churches
- [ ] None of the Above

3) What are the two most significant missional partnerships your church has, whether faith-based or otherwise?

University of Rochester in hosting a clinic on our campus. Partnerships with 8 other city-churches that help us distribute groceries in other neighborhoods.

4) Is there anything you would like to celebrate or share about your church's missional work this year?

All of our outreach ministries are growing their output!

Name of person completing this form: Patrick Dupont

Email of person completing this form: pdupont@asburyfirst.org

THE UNITED METHODIST CHURCH CHARGE CONFERENCE

Report of the Pastor

The report of the pastor shall include the names of all persons involved in the changes in membership and other items as outlined in the 2020/2024 *Book of Discipline*(¶¶234, 340). This report should cover as fully as possible the work of the pastor. Care should be taken not to duplicate the reports of the Church Council, committees, organizations, and officers of the charge.

Copies of this report should be filed with the recording secretary, pastor, district superintendent and chairperson of witness or evangelism ministries.

Rochester: Asbury First UMC Church
Genesee Valley District

Rochester: Asbury First Charge
Upper New York Conference

For the period beginning 10/25/2025 , and Ending 11/15/2026
DATE OF PRIOR CHARGE CONFERENCE DATE OF CURRENT CHARGE CONFERENCE

1. List those who have been received into baptized membership since the last report.

George Zhushma 6/27/2025 1/11/2026 Carson Stanley Williams 10/7/2025 3/22/2026 Luna Marie Disco 1/16/2026 4/12/2026 Gracie Kubik 5/24/2025 4/26/2026 Leo Chinelli 6/6/2025 5/17/2026 Lucille Arbanas adult 7/12/2026 Camryn Mitchell 5/1/2026 8/9/2026 Amelia June LaRock 10/15/2025 9/27/2026

2. List those who have been received into professing membership since the last report.

a. On profession of faith or restored.

Thomas Beach Professing 12/14/2025 Mary Fetterman Professing 12/14/2025 Melissa Boyack Affirmation 12/14/2025 Michael Boyack Affirmation 12/14/2025 Lucille Arbanas Professing 7/12/2026

b. From other United Methodist churches.

c. From other non-United Methodist churches.

3. List those who have been removed from the professing membership since the last report.

a. By action of the Charge Conference, or trial court, or by withdrawal.

James Conner II 12/22/2025 Phoebe Redmond 6/23/2026 Brennan Redmond 6/23/2026 Heather Redmond 6/23/2026 Kristin DeOrdio 7/1/2026 Brennon Thompson 9/13/2026

b. By transfer to other United Methodist churches.

c. By transfer to other non-United Methodist churches.

Morgan Cox 8/21/2026 Shawn Cox 8/21/2026

d. By death.

Alan Ziegler 11/4/2025 Charlene Denyse Hunt 11/15/2025 Julie Dougherty 11/16/2025 Betty Shull 12/15/2025 Eva Becker 12/18/2025 Henry Mattice, Jr. 1/19/2026 Gary Layton 2/18/2026 Gar Lowenguth 3/1/2026 Robert Power 3/9/2026 Kathryn Heydweiller 3/11/2026 Melissa Oskvig 3/16/2026 Terry Badger 4/4/2026 Jan DeJager 4/5/2026 Donna Schell 5/4/2026 Robert Hunt 5/7/2026 Sue Bovay 5/8/2026 David Crawford 5/9/2026 Mason Fitch 5/14/2026 James Papazissimos 5/14/2026 Beth Woolever 5/20/2026 Ralph Saunders, Jr. 5/26/2026 Ed Ristau 6/7/2026 Yolanda DeLorm 6/26/2026 Daniel Fultz 7/10/2026 Robert Dickerson 7/12/2026 Jean Miller 7/28/2026 Basil Elmer 7/31/2026 Phyllis Parker 8/1/2026 Nancy Keiper 8/19/2026 Elizabeth Little 9/22/2026 Robert Lense 9/22/2026 Sharon Selke 10/11/2026 Ida Hickman 10/23/2026

4. Have the membership records and rolls been audited (¶231)? Yes

Date of last audit: 10/02/2026

If not, please indicate reason:

5. The Pastor shall give a report on the state of the church and an account of pastoral ministry as it relates to (¶ 340): providing support, guidance, and training to the lay membership in the church; ministering within the congregation and to the world; and administering the temporal affairs of the congregation. Include as a part of the report a statement outlining the pastor's program of continuing education and spiritual growth for the past year and plans for the year to come (¶ 350).

State of the Church: Senior Minister's Report to Church Conference Asbury First United Methodist Church Rev. Dr. Michelle Bogue-Trost | 2026 Asbury First has experienced a remarkable year of change, challenge, and possibility. Much of our work in 2026 has involved asking how a congregation with such a rich history, deep commitments, and significant resources can continue to live faithfully into its calling in a world that looks very different from the one in which many of our familiar structures and practices were developed. That question has shaped our conversations about staffing, stewardship, leadership, discipleship, and the future of our shared ministry. We began the year knowing that financial sustainability and the changing patterns of congregational life would require thoughtful attention. Like many large, historic congregations, Asbury First carries both extraordinary opportunities and substantial responsibilities. Our buildings, programs, ministries, and traditions represent generations of faithful investment, but they also require us to make careful decisions about how we use our resources today. We have worked to approach these questions with honesty, creativity, and a determination to keep our mission at the center of our decisions. One of the most significant developments of the year was the restructuring of our ministry staff. After careful consideration, we made the difficult decision to eliminate two longstanding positions, resulting in the departures of Mike Mullin and Kathy Thiel at the end of June. These were painful transitions, particularly because both Mike and Kathy had given so much of themselves to this congregation and formed deep relationships across many years of ministry. The congregation responded with remarkable generosity and affection, celebrating their service and acknowledging the many ways they had shaped our common life. At the same time, we began building a different staffing model designed to strengthen collaboration, clarify responsibilities, and support the changing needs of our congregation. We welcomed Rev. Dee Finch as Associate Pastor for Nurture and Discipleship, Jo Urriola-Schonewolf into full-time leadership of Age-Level Ministries, and several other new colleagues whose gifts are already enriching our work. These changes have required considerable adjustment, and we continue to refine the processes and relationships that will allow this new configuration to function well. Our goal has been to create a staff structure that equips and supports the ministries of the whole congregation rather than relying on staff members to carry so much of that ministry themselves. This emphasis on shared ministry has also shaped one of our most significant new initiatives: the Asbury First Volunteer Hub. For many years, volunteers have been essential to nearly everything we do, but the disruptions of the pandemic and changing patterns of participation have made it increasingly difficult to connect people with opportunities to serve. The new Hub makes those opportunities more visible and accessible, allowing people to explore ministries according to their interests, gifts, and availability. It also provides a more sustainable system for staff and ministry leaders to recruit and coordinate volunteers. More importantly, it represents a renewed commitment to understanding ministry as something we do together, with staff equipping and supporting the congregation's participation. We have also been strengthening our pathways for hospitality, membership, discipleship, and congregational care. We want people who encounter Asbury First, whether through worship, community outreach, educational programs, or a personal invitation, to find meaningful opportunities to belong and grow. Our monthly Chat with the Pastors gatherings are one part of this work, as are efforts to improve communication with newcomers and help those interested in membership take their next steps. We are also developing more coordinated approaches to congregational care so that people experiencing illness, grief, isolation, or other challenges can be supported consistently and compassionately. Our commitment to serving our neighbors remains central to our identity, expressed through the Community Outreach Center and throughout the life of our congregation. This year has also brought difficult questions about how we extend hospitality to

unhoused neighbors who have sought shelter on our campus. We have worked carefully to develop policies and procedures that respect the dignity of those individuals while ensuring the safety and well-being of everyone who uses our facilities. These are complex questions, and our response must reflect both compassion and responsible stewardship. Worship continues to be at the heart of our congregational life. Week after week, we gather to pray, sing, listen, celebrate, grieve, and encounter the living God together. Our music ministries, worship leadership, preaching, and sacramental life remain important expressions of who we are. We have celebrated baptisms, welcomed people into the life of the church, accompanied families through loss, and marked significant moments in the lives of our members. Our young people have also offered meaningful leadership, including a wonderful Youth Sunday that reminded us of the gifts and faith already present among the next generation. One particularly meaningful experience this year was our Sacred Scotland pilgrimage, which I had the privilege of co-leading with Carl Johengen. Twenty-four participants traveled together to explore places of deep significance in Christian history and spirituality. The experience provided opportunities for learning, reflection, fellowship, and renewed attention to the ways faith is shaped by place, tradition, and community. It was a reminder that discipleship continues to unfold throughout our lives and that opportunities for spiritual growth can take many forms. Our financial life has continued to require careful attention. We remain committed to responsible stewardship of the resources entrusted to us while also recognizing that sustainability cannot be achieved through reductions alone. Our 2026 stewardship emphasis, Faithfully Together, reflects our conviction that the future of Asbury First depends on our shared participation, generosity, and commitment. We are seeking to strengthen both the breadth and depth of congregational giving while communicating clearly about the ministries our gifts make possible. We have also been encouraged by an especially generous gift that will allow us to begin investing in strategic growth, marketing, and greater visibility in the Rochester community. This offers an important opportunity to reach people who may be looking for the kind of inclusive, justice-centered, spiritually grounded community that Asbury First seeks to be. Alongside these immediate priorities, our Governing Board has undertaken an extended process of leadership formation called Asbury's Third Century. Drawing on the work of thinkers such as Edwin Friedman, Ronald Heifetz, and Tod Bolsinger, we are exploring the leadership practices and capacities needed to guide a historic congregation through a period of significant change. We are asking how we can honor the faithfulness of previous generations while developing the courage and imagination to respond to the realities of our own time. This work is laying a foundation for more substantial conversations about the future shape and mission of Asbury First. I have also continued to participate in the wider life of the United Methodist Church and in professional relationships with colleagues who lead large and historic congregations. These connections provide opportunities to learn from others, contribute to the broader church, and bring fresh perspectives to our own ministry. My ongoing writing and book projects are another expression of this commitment to theological reflection and the development of resources for congregational and pastoral leadership. As I reflect on this year, I am especially grateful for the faithfulness of our congregation. I have seen it in the generosity with which people have supported our ministries, in the compassion extended to those who are grieving or struggling, in the willingness of volunteers to step forward, and in the patience and grace many have shown during a season of significant organizational change. I am grateful as well for our staff, whose dedication and adaptability have helped us navigate a demanding year, and for our lay leaders, who continue to give generously of their time, wisdom, and care. Asbury First is approaching its third century with an extraordinary inheritance. We have beautiful spaces, longstanding traditions, meaningful community relationships, talented people, and a history of responding faithfully to the needs of our neighbors. Yet our future will depend on more than preserving what previous generations have built. It will require us to listen carefully for God's call in this moment, to remain open to new ways of living out our mission, and to trust that the Holy Spirit continues to work through the people of this congregation. There is much still to discern and much work ahead.

But I believe Asbury First has both the capacity and the calling to continue making a significant difference in Rochester and beyond. Our invitation is to approach that future faithfully together, rooted in grace, open to change, and committed to living, loving, serving, and repeating. Rev. Dr. Michelle Bogue-Trost Senior Minister Asbury First United Methodist Church

☑ I acknowledge that the name entered below represents an e-signature for the person indicated, along with their full knowledge and consent.

Signed: Michelle Bogue-Trost Date: 10/26/2026

PASTOR'S FULL NAME

This form was completed by: Michelle Bogue-Trost

Safe Sanctuaries

Abuse Prevention Policy and Procedure

Asbury First United Methodist Church
Rochester, NY

Introduction:

The General Conference of the United Methodist Church, in April 1996, adopted a resolution aimed at reducing the risk of child sexual abuse in the church. The adopted resolution includes the following statement:

> Jesus said, "Whoever welcomes a child…welcomes me" (Matthew 18:5). Children are our present and our future, our hope, our teachers, our inspiration. They are full participants in the life of the church and in the realm of God….
>
> Tragically, churches have not always been safe places for children. Most annual conferences can cite specific incidents of child sexual abuse and exploitation in their churches. Virtually every congregation has among its members adult survivors of early sexual trauma.
>
> God calls us to make our churches safe places, protecting children and other vulnerable persons from abuse. God calls us to create communities of faith where children and adults grow safe and strong.[1]

The June 2011 Session of the Upper New York Annual Conference adopted the resolution creating a Safe Sanctuaries policy to reduce the risk of abuse of children, youth, and vulnerable adults participating in the ministries of our churches, districts, agencies, and ministry groups.[2]

It is the purpose of Asbury First United Methodist Church to put forth and enact this policy to demonstrate our absolute and unwavering commitment to the physical safety and spiritual growth of our children, youth, and vulnerable adults.[3]

Scope of the Problem:

The National Center for Child Abuse and Neglect reports that there are more than three million incidents of physical abuse or neglect of children per year in the United

[1] *The Book of Resolutions of The United Methodist Church*, 1996, pp. 384–386.

[2] http://www.unyumc.org/resources/safe-sanctuaries

[3] The term "Vulnerable Adult" traditionally means any person over the age of 18 with diminished physical, mental, or emotional capacities. This group can include, but is not limited to, older adults, adults with developmental disabilities, persons in hospice care, prison inmates, probated offenders, and those who are homeless. In this policy, the term vulnerable adults, is also meant to include: those adults who work with children and youth and can be in a position where accusations of abuse could mistakenly arise; or, adults who have been abused either as a child or an adult. Cf. Joy T. Melton, *Safe Sanctuaries: Reducing the Risk of Abuse in the Church for Children and Youth* (Nashville, Tennessee: Discipleship Resources, 2008), 103.

States. Studies have estimated that one in three girls and one in seven boys are sexually abused before they turn eighteen. Because of victims' reluctance to report abuse, these numbers may be underestimated.[4]

Any organization that works with children, youth, or vulnerable adults is a place where abuse could occur; but there are several factors that may make churches especially risky environments. Churches behave as relatively trusting organizations, relying upon members and leaders to conduct themselves appropriately. Too often, this trusting attitude persists in the face of questions or reports of misconduct. Churches routinely provide—and even encourage—opportunities for close contact and personal relationships with children, youth, and vulnerable adults. At the same time, churches often remain inactive when it comes to screening the volunteers and employees working with children, youth, and vulnerable adults. While nurturing relationships is part of spreading the church's gospel message, churches must ensure that appropriate steps are taken to protect the safety of all involved.[5]

Because children, youth, and vulnerable adults cannot be responsible for preventing or responding to abuse alone, it is important to implement a comprehensive strategy. This strategy serves to not only respond to allegations of abuse, but takes significant preventative measures to protect children, youth, and vulnerable adults. It is imperative that the strategy outlined in this document be supported by the entire congregation and applied to every worker or volunteer involved in ministry with children, youth, and vulnerable adults.

Types of Abuse:[6]

There are five generally recognized types of abuse.

- *Physical Abuse* is abuse in which a person deliberately and intentionally causes bodily harm to a victim. Examples may include violent battery with a weapon, burning, shaking, choking, fracturing bones, and any of a wide variety of non-accidental injuries.

- *Emotional Abuse* is abuse in which a person exposes a victim to spoken or unspoken violence or emotional cruelty. Emotional abuse sends a message of worthlessness, badness, and being not only unloved but undeserving of love and care. Victims of emotional abuse may have experienced being locked in a closet, being deprived of signs of appropriate affection, being constantly told they are bad or stupid, or being allowed or forced to abuse alcohol or drugs. Emotional abuse is often very difficult to prove.

- *Neglect* is abuse in which a person endangers a victim's health, safety, or welfare through negligence. Neglect may include withholding food, clothing, medical care, education, and even affection and affirmation of the victim's self-worth. This is perhaps the most common form of abuse.

- *Sexual Abuse* is abuse in which non-consensual sexual contact occurs. A child is never truly capable of consenting to or resisting such contact from an adult or older child or youth. Often, the victim is physically and psychologically dependent

[4] Melton, *Safe Sanctuaries*, 34.

[5] Ibid., 35.

[6] The following types of abuse and their definitions may be found in Melton, *Safe Sanctuaries*, 29–30.

upon the perpetrator of the abuse. Examples of sexual abuse include fondling, intercourse, incest, and the exploitation of and exposure to pornography or prostitution.

- *Ritual Abuse* is abuse in which physical, sexual, or psychological violations of a victim are inflicted regularly, intentionally, and in a stylized way by a person or persons responsible for the victim's welfare. The abuser may appeal to some higher authority or power to justify the abuse. The abuse may include cruel treatment of animals or repeated threats of harm to the victim, other persons, or animals.

Our Covenant:

In light of these challenges, and these understandings of abuse, Asbury First United Methodist Church, as a Christian community of faith and love:

- We pledge to conduct the ministry of the gospel of Jesus Christ in ways that assure the safety and spiritual growth of all of our children, youth, and vulnerable adults;

- We will follow reasonable safety measures in recruiting and selecting workers for ministry programs;

- We will provide training for workers and use appropriate procedures in conducting programs and events for children, youth, and vulnerable adults; - We will have clearly defined procedures for reporting a suspected incident of abuse that conforms to the requirements of state law and for responding to potential media inquiries if an incident occurs.

In all our ministries with children, youth, and vulnerable adults, Asbury First United Methodist Church of Rochester, NY is committed to showing the love of Jesus Christ so that each child of God will be "surrounded by steadfast love…established in the faith, and confirmed and strengthened in the way that leads to life eternal."[7]

Recruiting and Selecting Workers:

Pastors and all paid and volunteer workers in churches who have direct, unsupervised access to children, youth, and vulnerable adults in any ministry setting are required to be recruited and selected using the following procedures:

Written Position Descriptions shall be provided that include the essential functions of the position.

The Six Month Rule shall be followed for all workers prior to selection. The six month rule requires workers to be regularly participating in church activities, including worship, for at least six months before being selected.

Applications and References shall be required from each worker. This shall include written documentation identifying the applicant, including their address and best contact information. The supervising minister for each ministry shall confer with those that know the applicant as references.

Interviews shall be conducted with each applicant prior to selection.

Criminal Background Checks must be authorized and obtained prior to selection. The criminal background check shall be re-submitted every seven years,

[7] This is taken from the Congregational pledge in the Baptismal Covenant. *United Methodist Hymnal*, 44.

and after a break in service of one or more years. Background check results shall be kept in a secure manner.

Drivers are strongly recommended to authorize a background check of State Motor Vehicle records if they are available. Drivers are strongly recommended to keep a copy of their current driver's license and proof of insurance policy on file at the Church office.

Safe Sanctuary Covenants shall be reviewed with the workers prior to selection, and the workers shall sign a document stating that they participated and plan to adhere to the guidelines set forth. These signed documents shall be kept in a secure manner.

Restrictions shall be made based upon the above criteria as interpreted by, and at the discretion of, the supervising minister(s).

Ministry Program Procedures:

All church children, youth, and vulnerable adult programs should adhere to the following basic procedural guidelines:

The Two-Adult Rule should be followed at all times. The two-adult rule requires that regardless of the size of the group, there shall always be two unrelated adults present. This may include the presence of an adult "roamer" who moves in and out of rooms/ministry activities. No child, youth, or vulnerable adult shall be left unsupervised while attending a ministry program or event.

Age Requirements require that all workers be at least 18 years old and at least five years older than the oldest minor present, whom they are leading, ministering to, or supervising. Youth (those ages 13–17) are invited to assist adult volunteers but are not to be considered an adult for the "Two-Adult Rule." *First Aid and CPR* trained personnel should be available at all times.

Behavioral Reporting procedures shall be followed by all workers in any instance of suspected abuse. At minimum, this includes an immediate verbal report to the appropriate supervisor, further action and policies may be found below.

Safe Sanctuary Training shall be required annually for all workers. That training will review the guidelines set forth in this policy.

Safety Procedures shall be followed including maintaining attendance and meeting in spaces that are open to public view. Facilities shall be free from conditions that pose a safety or health hazards to the participants.

Transportation to and from activities sponsored by the church shall require a written permission slip/form signed by a parent/guardian. Drivers must be 21 years of age.

Reporting and Response:[8]

Reporting

Reporting shall be required by any staff or volunteer that personally witnesses an incident of abuse or exploitation, when an allegation of an event of abuse or exploitation is

[8] These are the "Report and Response" guidelines set forth by the Upper New York Annual Conference. The complete report concerning "The Minimum Standards" for Safe Sanctuaries policies may be found here: http://www.unyumc.org/images/uploads/SS_Minimum_Standards.pdf.

made to staff or a volunteer by a third party, and/or when a child, youth, or vulnerable adult discloses abuse or exploitation to a staff member or volunteer. It is crucial that reporting be immediate and the allegations dealt with as soon in time as possible to the incident or disclosure.

1. The staff person or volunteer who observes alleged abuse or to whom such abuse is reported or disclosed, or who suspects abuse shall be required to report the incident/suspected abuse **immediately** to the person in charge of the ministry/activity. Upon receiving the information, the person in charge of the ministry/activity shall **immediately** contact and inform the senior minister. At this time, the New York State Child Protective Services Hotline shall be contacted at (800) 342-3720. Identification information for the alleged victim and the adult responsible for their care is required for the report. The senior minister and immediate staff supervisor are to be informed immediately before or subsequent to the making of a report. The person in charge of the ministry/activity in which the alleged abuse was observed or disclosed shall immediately attempt to obtain necessary information such as the name of the alleged victim and his/her address and family information.

2. If the accused is the appointed clergy, supply pastor or a member of his/her family, allegations shall be immediately reported to the District Superintendent. The District Superintendent shall immediately report to the proper authorities as set forth in paragraph 1 above. The District Superintendent shall take responsibility and act according to the established rules in *The Book of Discipline* with respect to the claims against the pastor. If the District Superintendent is not available, the incident shall be reported to the Bishop's office.

3. All clergy are included in mandatory reporting as required by *The Book of Discipline*.[9]

Response Plan

A quick, compassionate, and unified response to an alleged incident of abuse is expected. All allegations shall be taken seriously. In all cases of reported or observed abuse there shall be cooperation with all official investigating agencies.

1. All media requests for statements shall be directed to the Annual Conference Director of Communications.

2. Take all allegations seriously and reach out to the victim and the victim's family. Show care and support to help prevent further hurt. Extend whatever pastoral resources are needed. Remember that the care and safety of the victim is the **first** priority. Respond in a positive and supportive manner to the victim and the victim's family.

3. Immediately, and with dignity and respect for the sacred worth of the accused, remove the accused from further involvement with children, youth, or vulnerable adults and advise the accused that there has been an allegation of abuse. Details of the allegations of the abuse should not be discussed with the accused at

[9] "All clergy of The United Methodist Church are charged to maintain all confidences inviolate, including confessional confidences, except in cases of suspected child abuse or neglect or in cases where mandatory reporting is required by civil law." *The Book of Discipline of The United Methodist Church*, ¶ 341.5.

the time of the removal. In any removal of a staff member or volunteer from any activity/ministry, care shall be taken to handle the removal in a discreet manner, recognizing that there will be an investigation by either state or church authorities, or both.

4. When it has been alleged that a member of the church staff or volunteer has committed an act of abuse or exploitation, the staff member or volunteer shall be required to refrain from all ministry/activities with children, youth, and vulnerable adults until the incident has been fully resolved by the appropriate state authorities and/or in accordance with *The Book of Discipline*.

5. Notify the parents/guardians of the victim and take whatever steps are necessary to assure the safety and well being of the child, youth, or vulnerable adult until the parent(s)/guardian(s) arrive. **NOTE:** If one or both of the parents is the alleged abuser, follow the advice of the authorities concerning notifications of others.

6. The church/charge shall provide a supportive atmosphere to all those who are affected, offering both objectivity and empathy as it seeks to create a climate in which healing may take place.

Reporting and Response Synopsis

Report Immediately all abuse or suspected abuse to supervising minister and senior minister (who is a mandated reporter).

Care and Safety of the victim and family is first priority, and all allegations are to be taken seriously.

Removal of the Accused from further involvement with children, youth, or vulnerable adults shall occur immediately and with dignity until the incident has been fully resolved.

Media shall be directed to the Annual Conference Director of Communications.

***Safe Sanctuaries* Participation Covenant**

The congregation of Asbury First United Methodist Church of Rochester, New York is committed to providing a safe and secure environment for all children, youth, and vulnerable adults and volunteers who participate in ministries and activities sponsored by the church. The following policy statements reflect the congregation's commitment to preserving this church as a holy place of safety and protection for all who would enter, and as a place in which all people can experience the love of God through relationships with others.

1. No adult who has been convicted or named as a perpetrator in a Registry Report of child abuse (either sexual abuse, physical abuse, or emotional abuse) should be permitted to volunteer to work with Children, youth, or vulnerable adults in any church-sponsored activity.

2. Adult survivors of child abuse need the love and support of our congregation. Any adult survivor who desires to volunteer in some capacity to work with children, youth, or vulnerable adults is encouraged to discuss his or her

willingness with the church's Pastor, District Superintendent, or a counseling professional before accepting an assignment.

3. Adult volunteers involved with children, youth, or vulnerable adults of our church must be active participants or members of the congregation at least six months before beginning an ongoing, regular assignment. Other adults may volunteer on an occasional basis working with an adult staff or volunteer who has undergone the *Safe Sanctuaries* training at Asbury First United Methodist Church.

4. Adult volunteers with children and youth shall observe the "Two-Adult Rule" in the *Safe Sanctuaries* document of Asbury First United Methodist Church. 5. Adult volunteers with children, youth, and vulnerable adults shall attend annual training and education events provided by the church to keep workers informed of abuse prevention policies, procedures, and state laws regarding abuse and reporting.

6. Adult volunteers shall immediately report any behavior that seems abusive or inappropriate to a ministry supervisor.

Please answer each of the following questions:

1. As a volunteer or employee in this church, do you agree to observe and abide by all policies for working in ministry with children, youth, and vulnerable adults, as set forth in the Asbury United Methodist Church's *Safe Sanctuaries* document? Yes____ No____

2. Do you agree to observe the "Two-Adult Rule" and all other safety procedures at all times? Yes____ No____

3. Do you agree to abide by the six-month rule before beginning an assignment? Yes____ No____

4. Do you agree to participate in annual training and education events provided by the church related to working with children and youth? Yes____ No____ 5. Do you agree to promptly report abusive or inappropriate behavior to a ministry supervisor? Yes____ No____

6. Do you agree to inform the minister of this congregation if you have ever been convicted of, are under investigation for, or have charges pending for child abuse? *All discussions will remain confidential*. Yes____ No____

I have read the Asbury First United Methodist Church's *Safe Sanctuaries: Abuse Prevention Policy and Procedure* and this **Participation Covenant** and I agree to observe and abide by the policies and procedures set forth in each.

Signature:_____ Date:_____

Name (print): _____

ANNUAL ACCESSIBILITY AUDIT FOR UNITED METHODIST CHURCHES (¶2533.6)

Church Asbury First UMC_____District Genesee Valley District_____

	Y	N	Description / Guidelines	Explain "NO" Answers
GETTING INTO THE CHURCH				
1- **B**		X	Clearly visible signs mark ***or*** direct people to accessible entrances	No for 1050
2- **B**	X		1+ marked ADA parking spaces are on level ground near entrance	
3- **G**	X		Wheelchair users don't have to go behind parked cars, cross traffic	
4- **S**	X		At least 1 per 25 spaces is clearly marked with access symbol on vertical signs and on pavement (# of accessible spaces:_____)	
5- **B**	X		Accessible parking spaces are 8' wide with adjacent 5' access aisle	
6- **S**	X		At least one accessible space is van accessible: 11' wide with clearly marked adjacent 5' access aisle (or 8' space with 8' access aisle)	
7- **B**	X		36" wide curb cuts (curb ramps) are provided close to parking	
8- **B**	X		Route (sidewalk) from accessible parking to accessible building entrance is smooth, flat, and at least 36" wide (width:_____)	
9- **B**		X	*Entrance is level **or*** has exterior ramp with non-slip surface and minimum width of 36" between handrails (width:_____)	No for 1050
10- **S**		X	Ramp has max. incline of 1:12 (length:_____rise:_____ ratio:____) with no more than 30' between level landings, ***or** entrance is level*	No for 1050
11- **S**		X	34-38" handrails are on both sides of exterior ramp/ stairs, lower ramp railing is no higher than 4" above deck, ***or** entrance is level*	No for 1050
12- **B**		X	There is a 60"x 60" level platform at entry door (size:_____) with space (~ 18") on pull side of door ***or** automatic door opener used*	No for 1050
13- **G**		X	Automatic door opener available, ***or** attended doorbell for assist*	
14- **B**		X	Entrance door is 36" wide; threshold no more than beveled ½" high	No for 1050
GETTING AROUND THE CHURCH				
15- **B**	X		Signs in entrances/ halls direct visitors and help them locate rooms	
16- **B**	X		Corridors are at least 36" wide and have non-glare floor surface	
17- **B**	X		Objects that protrude more than 4" from the wall have a lower edge no higher than 27" above the floor, or a barrier such as a planter or guard rail, to allow detection with a cane	
18- **B**		X	Multi-level buildings provide access to all common/ most program areas via elevator, lift and/ or ramp(s), ***or** building is on one level*	No for 1050
19- **B**	X		Interior doorways have a minimum of 32" clearance and thresholds are level or are no more than ½" high and beveled	
20- **S**	X		Door handles to ADA bathrooms/ common areas are easy to grasp, operate with one hand (e.g. lever style) using less than 6 lbs. force	
21- **S**	X		Carpet pile is even, no more than ½" thick, with no or firm padding; floor mats have non-slip backing and are stable	
22- **G**	X		Fire alarm controls and extinguishers are no more than 48" (h:_____) from floor; visual and auditory fire alarms are in place	
23- **B**		X	At least one marked ADA unisex/ family restroom (***or** one stall in male & female restrooms*) is accessible from each floor; has ~60"x 60" turning space with 33 – 36" high wall-mounted grab bar next to toilet extending 54" from back wall; toilet height 17 – 19" (h:_____)	The unisex bathroom in the library in the church does not meet these dimensions
24- **S**	X		27" sink clearance from floor (h:____), w/ easy to operate controls (lever style, automatic, etc.), hot water & drain pipes are covered	
25- **B**	X		Soap dispenser and paper towels are mounted no higher than 48" (h:_____) ***or** placed on counter for access*	
26- **B**	X		Bottom edge of at least one mirror is 40" or lower (h: 39")	

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	Y	N	Description / Guidelines	Explain "NO" Answers
27- **B**	X		Drinking fountain is no higher than 36" with easy hand controls and wheelchair clearance, ***or*** *paper cups are provided*	
28- **B**	X		Interior stairs/ ramps have handrails on both sides, ***or*** *all one level*	
29- **S**		X	Top/bottom step edges & ramp level changes marked, ***or*** *one level*	Most step edges are unmarked
SANCTUARY, CLASSROOMS, AND FELLOWSHIP AREA				
30- **B**	X		At least 1-2 level pew cuts/spaces for wheelchair users are available	
31- **S**	X		Wheelchair spaces are 33"x48" forward or 33"x60" side approach (size: 36X64"), distributed throughout the room for choice in seating, with view of pulpit/ screen when others stand	
32- **G**		X	Chancel area and choir loft are accessible, e.g. with ramp or lift	Only accessible by stairs
33- **S**	X		Handrail(s) provided for steps to the chancel, ***or*** *chancel is level*	
34- **B**	X		At least one aisle in each space is 36" wide or more (w:72"main aisle, 48" side aisle)	
35- **B**	X		Fellowship - e.g. potlucks, coffee hour- is offered in accessible space	Gathering space now used
36- **B**	X		In fellowship area and classrooms at least one table has minimum of 27" clearance on the underside, and a maximum height of 34"	Table height is 28.5"
37- **B**	X		1-2 sturdy chairs have armrests, seats ~18" from floor, & no wheels	Benches in foyer are 20"
COMMUNICATIONS AND ENVIRONMENT				
38- **S**	X		Members are sensitized about need to minimize use of fragrances	
39- **G**	X		Soaps, cleaning products and other chemicals are fragrance free; candles are unscented and non-petroleum-based	
40- **S**	X		Projected words (e.g. song lyrics) use large font and good contrast	
41- **B**	X		Large print bulletin, song lyrics, & scriptures provided *on request*	
42- **S**	X		Braille ***or*** electronic documents provided *upon advanced request*	
43- **B**	X		Microphone used by all speakers or comments are repeated at mic.	
44- **S**	X		Assisted listening system (FM and/or loop) & receivers are available	
45- **G**	X		ASL sign language interpreter is provided *upon advanced request*	
46- **S**	X		Print/ e-mailed copies of sermon provided *upon advanced request*	
47- **G**		X	Captions are provided / turned on for videos and other media	
ATTITUDES				
48- **B**	X		Accessibility measures and who to contact for questions described in bulletin, website, maps, Find-A-Church site, ***and/or*** signage	
49- **B**	X		Pastor(s), ushers, greeters, and leaders have learned and practice appropriate disability etiquette and hospitality	
50- **S**	X		Signs, websites, ***and/or*** bulletin boards offer evidence that people with visible and hidden disabilities are welcome and included in the life of the congregation, e.g. through support group info., photos	
51- **B**	X		Disruptions are accepted and incorporated into worship	
52- **B**	X		Qualified service animals (e.g. guide dogs) are welcome within the church building(s) including the sanctuary and fellowship hall	
53- **B**	X		Congregation works to use inclusive, person-first language in worship, e.g. people are invited to "rise in body or in spirit"	
54- **S**	X		Classes and programs are adapted *as needed* to facilitate active participation of children and adults with disabilities	
55- **B**		X	Disability Awareness Sunday ¶265.4 observed during past 1-2 years	
56- **S**	X		Gifts of persons with disabilities are identified and used in service, worship, and leadership roles, and to help to improve access	
57- **B**	X		Needs of people on special diets are considered when food is offered, including gluten-free & alcohol-free communion elements	
58- **S**		X	Transportation offered plus valet parking ***or*** parking lot assistance	

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59- **S**	X		"Buddy" system offered for individuals needing 1:1 support	

GOALS FOR ACCESSIBILITY IMPROVEMENT FOR THE UPCOMING YEAR	**Target Date**
1. We are exploring grants to make our administration building (1050 East Ave.) accessible by 2027.	2027
2	
3.	
4.	

YES		**NO**	X	**Request consultation from Conference Disability Concerns Committee**

Comments (continue on additional pages if needed):

Signature of Pastor: Michelle Bogue-Trost	**Date 9/29/2026**
Signature of Trustees Chairperson: Jonathan Carroll-Nellenback	**Date** 9/27/26
Signature of District Superintendent:	**Date**

Date Form Completed 9/27/26____ Charge Conference Date_____

PLEASE PRINT NAMES AND PROVIDE PHONE NUMBER OR E-MAIL ADDRESS:

Form completed by Scott Ross_____ Contact info scottross3@icloud.com_____

Contact person for church: Deb Bullock-Smith, Dir. of Operations; dbullocksmith@asburyfirst.org; 585-271-1050 x117

PLEASE NOTE:

- This form is for use on existing buildings only; refer to current ADA standards and state regulations for construction or major remodeling projects.
- The survey should be completed by a team including a member of the trustees, and people with construction, architecture and/or rehabilitation backgrounds. Include persons with disabilities and family members, especially someone who uses a wheelchair and someone with low vision.
- Interview persons with disabilities and family members of children and adults with disabilities to learn how welcoming your congregation is and to help set priorities.
- This is not an all-inclusive listing of ADA guidelines or appropriate accommodations, but rather represents basic first steps that a church may take to begin to implement accessibility measures.
- Resources are available through your conference Disability Concerns Committee (¶653) and through the Disability Ministry Committee of the UMC at https://www.unyumc.org/resources/accessibility to help you plan and carry out improvements.

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Upper New York Annual Conference

BEQUEST RESOLUTION

Church: Asbury First UMC **District:** Genesee Valley

Place of Church/Charge Conference: 1050 East Ave, Rochester, NY **Date:** 11/15/2026

Whereas a bequest from the estate of Wyan Sue Bovay was received
Name of person

by the Asbury First UMC Church on 8/10/26,
Date of bequest

Be it resolved that the Asbury First UMC Church gratefully accepts the bequest in the amount of $ 279,181.02 .

Be it further resolved that the bequest be disbursed for the ministry of the

Asbury First UMC Church in the following manner *(give details as to how these funds are to be used in the ministry of the church*
for the Community Outreach Center

These funds are: ☐ unrestricted ☑ restricted according to the following stipulations:
to be used for the Community Outreach Center only.

This resolution was: ☐ Accepted ☐ Defeated ☐ Amended as follows:

By number of counted vote of: Yes ____ No ____ Abstentions

_____ Date: 11/15/2026
Signature of Secretary

Rev. Susan Shafer
Annual Report
September 30, 2026

O Lord, You have searched me and known me.
You know when I sit down and when I rise up.
You discern my thoughts from afar.
You search out my path and my lying down,
and are acquainted with all my ways.
the farthest limits of the sea, even there your
your hand shall lead me and your right hand
shall lead me fast.
Search me, O God, and know my heart,
Lead me in the way everlasting.

This has been a great year with a trip to our beloved Anguilla where the peacefulness of the ocean, the warmth of the sun, the beauty of the beach and earth fill me with the presence of God. My footprints in the sand remind me of what the Psalmist says about being in the presence and journeying as one's heart and life are incredibly immersed in the love of God made known in Christ Jesus. It is a place of peace and serenity where memories are played out in my heart and gratefulness for God's love and my John's love for me, fill me, and caress me.

This is a year of ministry in which counting the opportunities for ministry are uncountable. Their numbers are counted in a heart full of continued opportunities to be embraced and embracing grace. The book *Theo of Golden* was a great read for me because it pictured my theology of seeing beauty and God's creativity in the encounters with others day by day. What a privilege to meet with God's people and engage in helping them make plans for their sacred journey into eternity. Or, as I have done, helping couples plan their weddings finding with them the words and expressions of love along with the counseling about the privilege of loving and caring. What an honor it is to be able to assist families as they remember their loved ones' lives and find the expressions of care each had for the other. The putting together liturgies for memorial services, each different from another, as we celebrate the unrepeatable gift of someone's gift of life. These are HOLY moments when I can pray with another and draw us together in the giving presence of God. Or helping families in the times of need with illness in a family even when illness or hardship strikes young ones. To be present to another is an incredible privilege, And while helping them to draw closer to God in Christ, I am drawn deeper into my own relationship with that LOVE.

My own devotional life lifts me each day as I take the time to be nurtured in the Spirit. There are so many opportunities for ministry as my life is engaged in seeing the holy in

encounters daily with another. Perhaps next year I will have finished writing my book about ministry?! I do have the title:

"My desk is empty and my heart is full."
a journey in pastoral ministry
and its encounters with the HOLY!

There are a couple of sayings that sit in front of me as I sit at my computer that nurture the Spirit of living in me.

"It isn't more Light we need,
it's putting into practice what Light we already have.
When we do that, wonderful things will happen
within our lives and the world."

"Life is short and we do not have much time to
gladden the hearts of those who travel the way
with us. So be swift to love, and make haste
to be kind."

"Let the laughter come, even if it has not been heard
for a long time, especially if times are hard and the
future uncertain.
laughter is as important in adversity as wisdom
and courage!"

As I am writing this, it is time to begin placing my heart on the Advent readings and reflections and so I pray:

Spirit of the Living God,
Fall afresh on me!
Melt me, Mold me, Fill me, Use me.
Spirit of the Living God, Fall afresh on me.

Light of Christ, Shine on my path
Chase away the darkness and
Lead me to the heart of God!

Blessings to you all! Engage me, O God, in counting the ways I have been blessed in ministry over the years with each of you.

Reverend Susan S. Shafer

2027 General Budget	2026 BUDGET Approved	2027 BUDGET Proposed (Oct 26 Draft)	Proposed Budget Increase	2027 Proposed Budget Notes
REVENUE				
INDIVIDUAL GIVING				
Pledged Giving	$ 1,479,481	$ 1,500,000		Pledges = $1,500,000 are needed by Dec 15 to fund proposed budget
Unpledged Giving	$ 135,000	$ 135,000		Based on 2026 year to date
Other Income (e.g. plate offerings)	$ 10,000	$ 10,000		Based on 2026 year to date
Subtotal Individual Giving	*$ 1,624,481*	*$ 1,645,000*	*1.3%*	
ENDOWMENT DRAWS	$ 362,752	$ 368,172	1.5%	Distributions approved by Investment Committee & Governing Board
PROPERTY USAGE	$ 135,698	$ 140,000	3.2%	All available campus spaces are currently rented; rental agreement reviews ongoing
OTHER INCOME	$ 20,000	$ 20,000		Primary source is interest income from interest-bearing checking account
TOTAL REVENUE	**$ 2,142,931**	**$ 2,173,172**	**1.4%**	
EXPENSES				
PERSONNEL (Clergy & Non Clergy)	$ 1,208,985	$ 1,158,985	-4.1%	Goal is to preserve $50,000 of staffing reconfiguration baseline expenses savings (if at all possible) Final Total Personnel Expenses pending Property Care Manager new hire
NON-PERSONNEL				
Conference Connectional	$ 279,359	$ 334,584	19.8%	Based on 2025 total General Budget income
Administration	$ 118,910	$ 122,477	3.0%	Final budget pending; limited to 3% overall increase for Administration + Ministry expenses
Ministries	$ 70,850	$ 72,976	3.0%	Communications, Worship & Arts, Youth & Discipleship, Congregatonal Care Final budget pending; limited to 3% overall increase for Administration + Ministry expenses
Facilities & Custodial				
Direct Expenses	$ 258,022	$ 274,537	6.4%	Utilities, Janitorial & Maintenance Supplies, Property Care Contracts, and Insurance One property care contract still under review (Fire Intrusion/Monitoring)- potential for significant savings
Transfers to Property Fund	$ 170,000	$ 170,000	0.0%	2026: Divided between Maintenance & Repairs ($95,000) and Capital Projects ($75,000) 2027: To be dividied among Maintenace & Repairs, Capital Projects, Fixed Asset Replacements
Subtotal Facilities & Custodial	$ 428,022	$ 444,537	3.9%	
TOTAL NON-PERSONNEL	$ 897,141	$ 974,574	8.6%	
TOTAL EXPENSES	**$ 2,106,126**	**$ 2,133,559**	**1.3%**	
REVENUE/EXPENSES	**$ 36,805**	**$ 39,613**		

1.30%

COC BUDGET	2026 BUDGET Approved	2027 BUDGET Proposed (Oct 26 Draft)	Proposed Budget Increase	2027 Proposed Budget Notes
REVENUE				
COC GENERAL FUNDS				
COC Pledges	$ 277,052	$ 320,000		Includes pledges from community members
COC Foundations/Grants	$ 70,000	$ 70,000		2027 proposed budget includes only confirmed grants (multiple additional grants applications are in process)
COC Other Income	$ 40,000	$ 48,000		Unpledged giving + United Way + interest on COC fund balances in interest-bearing checking account
COC Fundraisers	$ 35,000	$ 45,000		Primarily Dining In For Outreach
COC Endowment (NEW)	$ -	$ 12,550		Made possible by generous COC Bequest from a community supporter
MINISTRY-SPECIFIC FUNDS	$ 150,012	$ 152,574		Dining & Caring Center (DCC), Grocery Bag Ministry, Community Garden, Storehouse, and UR Well Clinic Includes, 2027 ministry-specific new individual gifts, foundations/grants, fundraisers etc. ($45,330), DCC Endowment ($35,724) and ministry-specific reserves (gifts received prior to 2024; $71,520)
TOTAL REVENUE	**$ 572,064**	**$ 648,124**	**13%**	
EXPENSES				
PERSONNEL				
Clergy- Outreach Pastor/COC Director	$ 99,850	$ 101,272		Assumes same health insurance arrangement; 1.5% COLA (hoping to increase COLA to 2%)
COC Program Staff (non-clergy)	$ 94,696	$ 125,305		Right sizes hours for DCC staffing needs; meaningful hourly rate increase for staff (all part-time, no benefits) Includes adding staff hours for 5th off-site meal/week and additional on-site programming
Allocated 1050-Based Staff	$ 86,155	$ 85,887		Allocation formula unchanged; final number may be higher (pending final General Budget for Personnel)
Subtotal Personnel	$ 280,701	$ 312,464	11%	
NON-PERSONNEL				
Administration	$ 42,549	$ 44,676	5%	Allocated; allocation formula unchanged; final number depends on final General Budget (hoping closer to 3%) Including $10K for ongoing consulting services (grant research and writing)
Communications	$ 2,360	$ 2,478	5%	Allocated; allocation formula unchanged; final number depends on final General Budget (hoping closer to 3%)
COC Ministries Direct Program Costs	$ 119,000	$ 142,000	19%	Cost drivers: DCC 5th meal/week, rising food costs, expanded Grocery Bag Ministry, expanded food access
Facilities & Custodial				
Direct Expenses	$ 100,279	$ 105,080	5%	Utilities, Janitorial & Maintenance Supplies, Property Care Contracts, and Insurance One property care contract (Fire Intrusion/Monitoring) still under review- potential for significant savings
Transfers to Property Fund	$ 14,000	$ 24,000	71%	2026: Designated for Maintenance & Repairs only 2027: To be divided among Maintenance & Repairs, Capital Projects, Fixed Asset Replacements
Subtotal Facilities & Custodial	$ 114,279	$ 129,080	13%	Cost drivers: Utilities + Transfer to Property Fund
TOTAL NON PERSONNEL	$ 278,188	$ 318,234	14%	
TOTAL EXPENSES	**$ 558,889**	**$ 630,698**	**13%**	Overall main cost driver is program expansion (for personnel and non-personnel costs)
INCOME/EXPENSES	**$ 13,175**	**$ 17,426**		