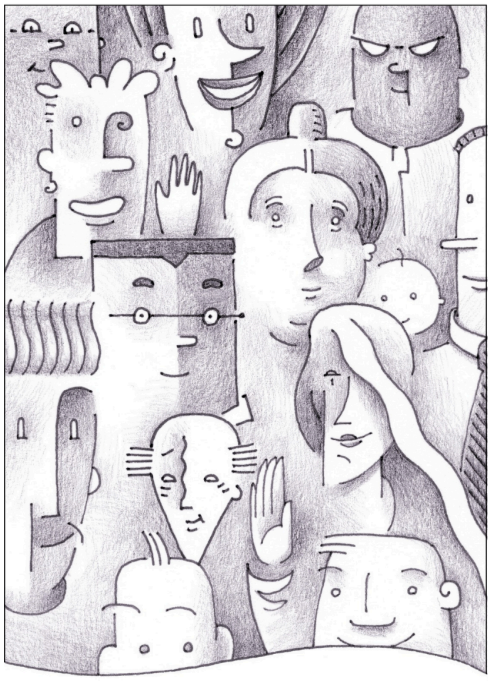
Ministry Report

October 2026

North Valley Friends Church



Greetings, Friends!

Thank you for taking the time to look over these monthly ministry reports. Although we are not meeting for business this month, a lot of good work is happening within and through our community.

If you are new to NVFC – welcome! We want to be a spiritual home for those seeking a deeper life with Christ. For us, this includes creating a community of active care for one another, and becoming a base for service to the world around us. If you are looking for ways to become more connected or fully involved, please reach out to one of us!

~ Colin Saxton
Clerk of Ministry

Clerk's Report

Ron Mock
Presiding Clerk

Welcome to my first-ever ministry report for the work of the Administrative Committee. Somehow it had not occurred to me, three years into my service as presiding clerk, that the Administrative Committee was a committee, too, and should be providing a periodic report on its work.

According to our church bylaws, the Administrative Committee is tasked with the following:

a. Provide strategic planning for the Meeting.

b. Evaluate proposals and prepare them for the Meeting.

c. Set the agenda for Business Meetings.

d. Make decisions for the Meeting that they determine require timely action.

e. Address non-functioning committees, committee members, or committee clerks.

Here is what we've done since the first of August on these tasks.

A. Provide strategic planning for the Meeting.

- The AC has observed that the committee structure and processes described in the by-laws do not match our current practices. At our September meeting, we agreed to address this problem, including possibly proposing by-law amendments.

- Work is needed to revise and update the employee manual in light of recent changes to our staff structure and changes in Oregon law. A working group has been named (Lynn Holt, Mindy Allison, Ron Mock), but work has been slowed by members' other commitments. The AC worked on revising the sick-time policy, where updates are urgently needed in light of Lyssa McConaughey's impending maternity leave.

- The AC is monitoring developments relating to the following (See relevant ministry reports for details):
    - Relations with Veritas.
    - The Chehalem Soccer Club's exploration of buying the northwest corner of our property (directly west of the Veritas parcel and adjacent to College St and Bell Rd).
    - Leasing one of our classrooms to Barcley Press.
    - Renovation of the new youth ministry space in the former Rethreads building,

B. Evaluate proposals and prepare them for the Meeting and C. Set the agenda for Business Meetings.

- The AC brought to the Meeting the question of whether Tricia Hornback should be recorded as a minister. On September 2, the Meeting discerned that this was indeed the leading of the Spirit.

- At our September meeting, the AC determined there may not be any decision items ripe for the Meeting in time for its October 21 session. We decided to notice the meeting anyway, and decide by October 21 whether to cancel the meeting. If the meeting is cancelled, we will still make ministry reports available and possibly schedule an informal time to answer member questions about items in the reports.

D. Make decisions for the Meeting that they determine require timely action.

- See the discussion of the sick leave policy, above, and the discussion of the open clerk and treasurer positions, below.

E. Address non-functioning committees, committee members, or committee clerks

- We have been functioning for over a year without anyone in key roles, especially three church offices: Recording Clerk and Treasurer, which are required offices; and Assistant Clerk, which is an optional office. The Recording Clerk is critical to help the Presiding Clerk with discerning the leading of the spirit in Meetings for Business (and in the AC), and in ensuring we make accurate record of our actions and discernments. The Treasurer is necessary for us to protect against mismanagement of church funds, and to provide key signatures in our relationships with banks. The Assistant Clerk is a critical backup to the other clerks, and a valuable opportunity for people to begin developing as clerks or other officers of the congregation so we have a "bench" ready when terms expire, or people need to be released from operating as one of the clerks.

- Facing an urgent need to have a designated signer for managing our bank accounts, the AC created the position of AC Secretary, tasked with taking AC minutes and authorized to sign for NVFC where needed for banking transactions. The AC then named Jessica Baker to that position. This makes it possible for us to name someone else as Recording Clerk for the Meeting, responsible only for taking minutes at congregational Meetings for Business.

Thank you for reading this ministry report. Direct any questions to Ron Mock, presiding clerk.

Elders Report

Paul Bock
Co-Clerk

The North Valley Elders have several issues on which they are focusing.

The first is a concern for the outreach of the North Valley community. While we know many community members are involved in ministry and outreach through volunteer work, their day-to-day jobs, and relationships with friends and family, the elders feel led to explore ongoing outreach opportunities we could pursue together as a community. The elders are looking for opportunities to have discussions with individuals or small groups in our community who might sense some type of calling to outreach that can evolve into an all-church outreach work. We are also planning an open-invitation gathering in November for all interested folks to discuss community outreach.

Second, the elders have had a conversation with F/friends from 2nd Street Community Church concerning our future relationship together. This could be anything from 2nd Street utilizing meeting space at North Valley for their Sunday morning meeting for worship, to 2nd Street's children and youth participating in our children and youth programs, to some level of our communities being engaged in each other's community's life in worship, outreach, and/or social activities. Both churches are doing their own discernment before moving forward with our conversation.

Third, the elders have been made aware of the heavy load of administrative needs in the life of our church community. This led us to discuss moving toward a part-time operations manager. The elders see this as a viable option and plan to bring it to the Administrative Committee, which may then bring it to an all-church business meeting.

Minister Report: Children's Worship Update

Gina Ankeny
Minister to Children

In September and October, we've been exploring Jesus' parables and how Jesus used storytelling to teach the people around him (and us today) something important. At the end of October, the children will have the opportunity to create their own parable story to teach an important idea.

In November, we will do a weekly gratitude practice together using our five senses (sight, sound, touch, and smell/taste). Each week, we will focus on a different sense and use it as a way to notice things around us that we are grateful for.

Minister Report: Youth Program Update

Stephanie St. Cyr
Minister to Youth

School is off and running, and our youth calendar has been full! We've been at concerts, football games, Homecoming, and other school events, taking lots of pictures and enjoying the chance to show up with our kids and be part of their lives.

Tuesday nights have brought us together for Mercy and Manna, while Sunday mornings have been full of donuts, conversation, and good connections. The gym has also seen plenty of action, with basketball and soccer bringing people together throughout the week.

October is shaping up to be a fun month. We're looking forward to the Pirates of Pinehurst, a trip to the pumpkin patch, and our Spaghetti Fundraiser.

I'm grateful for the ways our youth community continues to grow. Sometimes ministry looks like a planned activity, and sometimes it's simply showing up, carving a pumpkin, cheering from the sidelines, or making time to listen. Those everyday moments help our young people know they belong.

Thank you for continuing to support our youth and the community we're building together

Minister Report

Lisa McMinn
Minister of Pastoral Care and Spiritual Formation

Several small groups started up in September, joining some that have been ongoing or were beginning again. Our offerings include informal gatherings focused on being known, reading and working through books, a Bible Study, and exploring Christian practices. About 50 people are involved in a small group, including some newish folks finding their way into our community this way.

Speaking of new and newish people, we'll be gathering with newcomers in the fellowship hall Sunday, Nov. 8. This informal time after church allows people to be introduced to each other, to some of the staff, and a few elders. It's an opportunity to ask questions and make connections that might help people integrate into North Valley.

I continue to see community care given and received formally and informally, both through community care ministers and others offering rides, visits, and words of encouragement. I sense a healthy nurturing and care within our community, which extends to people outside our community, like the Drop-In Center ministry, UNIDOS, Iglesia Los Amigos, and local engagement politically.

Submitted with ongoing gratitude for our community, and also for this season, to be able to serve as one of our pastors.

Minister Report

Lynn Holt
Minister of Stewardship and Communication

Administration and Operations

My energy over the last several months has been focused on administrative details that will allow our ministry to operate smoothly during Lyssa's 4-month maternity leave. To this end, I prepared job descriptions for two temporary staff positions and coordinated the hiring process. I am very thankful we found qualified people who attend North Valley and are familiar with our processes and people. Candice Siegfried was hired for the temporary Office Assistant position, and Jules Guy, was hired to fulfill the bookkeeping duties for the church. I have assumed some of Lyssa's duties related to the weekly bank deposit and monthly payroll.

Some progress was made on changes to the NV Employee manual needed for compliance with Oregon Paid Leave requirements. Vacation and sick time benefits for ministry staff and non-pastoral staff have been

clarified and approved by the Administrative Committee. I prepared 12 Employee Letters that clarify staff benefits based on their job description, hours worked, and length of employment.

A 10-month lease agreement was prepared for gym use by Veritas, and the 1-year Barclay Press lease beginning November 1 has been finalized. These new lease agreements, in addition to Red Bucket Preschool, allow others to utilize space in our buildings that are otherwise unused during the week. These agreements offer support & connection points to others in our local community and provide a predictable stream of income for North Valley.

I enjoyed preparing a sermon for October 11 and the many ways I get to connect with NV folks on Sundays.

Ministry Report

Kelsey Waybright
Worship Coordinator

I am so thankful I am to be able to work with so many amazing volunteers and staff members! Everyone has been working hard to fill the many roles needed to put services together each week. We are continuing to refine our systems to make them more manageable and efficient. Over the last few months, we have been updating tech instructions, microphones, stands, our communication systems, and our music database. This month, we will be starting to inventory our tech gear, updating sheet music, and of course preparing for the holidays!

Minister Report

Colin Saxton
Clerk of Ministry

Along with the normal activities and rhythms within a NV week, there are several other projects and priorities that occupy my time. These include ongoing conversations about land use, building connections within the greater Newberg community, supporting the staff, pastoral care, and giving thought to our future needs/direction.

In the near future, the NV elders plan to host a community-wide conversation about outreach. A hope will be to identify a few priority areas that we will focus on collectively. In the meantime, our Meeting continues to offer support and assistance to many individuals and families through our Benevolence Fund, through our monthly collection of toiletries, and as we make spaces available like our showers, gym, and fellowship hall. Recently, we made a generous gift to the Iglesia in Newberg so they can assist families negatively impacted by

the current immigration policies. We are also in the process of contributing $5,000 to the Newberg Drop-In Center to support their work, amid some serious cuts.

Beginning in November, I will join Rick Muthiah during the First-Day Conversations class in the library to facilitate a six-week discussion on Faithful Stewardship. Friends are welcome to join in as much as they wish. The topics will be self-contained, but I will have readings and reflections to consider throughout the week for those interested. Here is the topic list:

Faithful Stewardship

11/1—God and Money: Can Faith and Finances be Integrated?

11/8—Your and Our Money Story

11/15—Stewardship as a Life-Long Journey

11/22—What is Enough? (Guest facilitator is Nathan Kleban from RSWR)

11/29—Forming Generous People

12/6—Practicing Creative Generosity

12/13—Sabbath Economics

12/20—Faith in Action

Finally, my other job has me traveling quite a bit at least through February, so my availability some weeks will be limited.

Fellowship Committee

Jessica Baker
Clerk of Fellowship Committee

In September, the Fellowship Committee hosted the Fall Potluck. There was an excellent turnout and plenty of food (Thank you!!!).

This month we ordered the new coffee maker and are making plans for installation. We are so excited to have this working!

We are also planning to install curtains in the Fellowship Hall. It may make it darker, but it should help a bit with the sound reverb. We are looking forward as well, planning for a potential Thanksgiving With Friends, along with the Holiday meal on December 13th!

Gifts & Leadings Committee

Jody Jones
Clerk

Caroline Shaffer has volunteered to serve on the Fellowship Committee. We would like to recommend her at the next monthly meeting. We still need to fill the positions of Recording Clerk, Assistant Clerk, and Treasurer. Elders have been asked to provide the Gifts and Leadings committee with job descriptions for the committee and Clerk roles.

Buildings & Grounds Committee

Scott Burg
Clerk of Buildings and Grounds

Since our last meeting, we have had a successful GFU serve day/ community work day. Some of the tasks accomplished are - repainting of the labyrinth, weeding of planting beds and the playground, clearing out of the Youth Hut, and moving and clearing out furniture in various areas of the building. Much thanks to all involved.

Work has continued on the Youth Hut with sheetrock repair. Next up for carpet cleaning is the gym, as it gets heavy use and with our growing numbers, may be needed for some of our shared meals.

We are looking at solutions for increased safety for the area where the Peace Trail crosses the driveway - signage, bolder paint for the crossing area. The Scouts are planning a work day this month, and we will have fresh playground chips available for them to spread.

Staff Report: Buildings & Grounds

Larry Hampton
Buildings & Grounds Coordinator

A majority of my time over the last month has been focused on three main areas - Serve Day, Youth Hut renovation, and Room 101 renovation/readying for Barclay Press to move in. Serve Day has been highlighted elsewhere, so I won't use this space to detail the work. Suffice to say that it was a successful day and a lot was accomplished. In the Youth Hut, demo is done, including old carpet removal, and electrical is all complete. A contractor will be patching and repairing sheetrock next week, and then we can paint and put in new

flooring. Room 101 is nearly complete. New windows were installed and trimmed, and a quartz countertop with a new sink and faucet was installed. Backsplash tile and new blinds have been purchased and will need to be installed.

I'm also researching replacement tables for the Fellowship Hall.

Trustees Report

Mark McMinn
Trustee

Thanks to Steph St. Cyr for helping to sell the tiny homes last month, and to Colin for helping with logistics. All payments have been received from Bill Rourke on the land sale next to the driveway, though Bill is still waiting on some details from the City before we can officially close the sale. Otherwise, it's been a quiet two months for Trustees.

Land Use Task Group (LUTG)

Jenny Headley Hobbs
LUTG Member

The following are updates on the various projects that have been the focus of the Land Use Task Group in the last few months:

- Youth Hut: Work on repurposing the former ReThreads building is coming along well! Demolition, electrical, lighting, and HVAC are complete and functioning. Next steps to complete are painting, flooring, and trim.

- Work on Room 101 in the education wing has progressed, and we are on track for Barclay Press to begin their rental of the room for their office space starting November 1.

- Discussions with Chehalem Valley Soccer Club (CVSC) continue regarding potential purchase of NV land to build a soccer field. They have been in communication with Veritas to help ensure that this goes smoothly, meeting the needs of the CVSC and Veritas. We have no updates at this time regarding formal agreements. We continue to be sure that concerns shared by the Meeting continue to be held present in the process, and we will communicate further updates as available.

- Future work: We are looking at how we can support the visioning process for NV ministry and how the NV buildings can help facilitate the ministries where the meeting feels called. Our goal is to develop processes and communicate a vision of how our resources in land and buildings can be utilized so that we

can develop these ministries, and consider creative alternative income-generating uses of the buildings to help cover expenses and maintenance.

Potential projects might include: renovations of the Fellowship Hall to better facilitate gatherings and create a welcoming and accessible entrance, utilization/expansion of the Gym with more showers and laundry facilities, and how the current RV spots might be used.

Staff Report

Lyssa McConaughey
Office Manager, Bookkeeper

I am spending my days in the NVFC office preparing for leave, "work nesting," if you will! My tentative last day has been moved up to Thursday, October 22nd.

THANK YOU, North Valley, for all of the love and support, and for the lovely baby shower earlier this month. A special thank you to Ruth Pentecost for planning and hosting the shower for Jered and me. You do such great work leading the Showers and Celebrations subcommittee!