



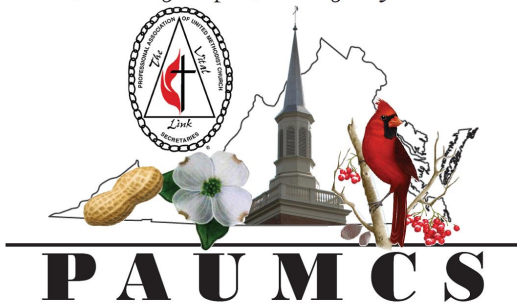
# THE VITAL LINK

*A quarterly publication for professional church secretaries of The United Methodist Church*

## Come to Virginia...Celebrating the past, building the future...

**SUSAN PETREY | 2012 Site Chairperson**

*Come to Virginia...  
Celebrating the past, building the future...*



The 30<sup>th</sup> Annual Conference of the Professional Association of United Methodist Church Secretaries (PAUMCS) was held April 11-15 at the Hilton Richmond Hotel and Spa at Short Pump. Twenty-four members of the Virginia Chapter (VA PAUMCS) served as hosts to 168 registrants, United Methodist church secretaries and professionals representing 31 conferences

from across the country.

Our gathering began Wednesday afternoon with a pre-conference mission project: packaging meals for Stop Hunger Now. Sixty-one conference attendees registered for the event, as did a number of others – including the husbands of three attendees – all of whom helped unload the SHN truck and take part in the project. After the mission project participants were able to enjoy the PAUMCS Hospitality Room, stocked with Virginia ham stuffed sweet potato biscuits and other Virginia delicacies, which was open to guests on Wednesday and Thursday.

The conference officially opened Thursday afternoon with greetings from the Virginia Conference, brought by Director of Congregational Excellence, Rev. Mark Ogren. Rev. Marc Brown, Kathy Merry, and Rev. John Briggs were the principle speakers, teaching from their book, *Does Your Church Have a Prayer? In Mission Toward the Promised Land*. Virginia Conference Bishop Charlene P. Kammerer and Richmond District Superintendent Steven R. Jones led the conference in evening worship and Holy Communion. An offering was taken at the

Thursday evening worship service to benefit SHN.

Friday night was a delightful experience with haute cuisine dining and world class art at the Virginia Museum of Fine Arts.

On Saturday, Rev. Al Horton joined us as circuit rider “Jacob.” He told us the history of Methodism in the Virginia area, including stories of John Wesley’s visit to the Georgia colony and Francis Asbury’s preaching in Richmond. Rev. Dr. Daniel Garrett, familiar to many from our Dallas conference in 2007, gave us a preview of General Conference 2012.

Saturday afternoon free time included a bus tour of historic Richmond including Monument Avenue, the Virginia State Capitol, and St. John’s Church, where attendees experienced a Patrick Henry “Liberty or Death” reenactment. Many took the opportunity to have their picture taken with Patrick Henry, Thomas Jefferson, and George Washington.

The Celebration Banquet honored the 30 members of the 2011 PAUMCS Certification Institute. Our PAUMCS 30<sup>th</sup> Anniversary celebration was highlighted by “little black dresses,” cupcakes, southern gospel music, and the remembrances by the certification class.

The 2012 Annual Conference came to a close with worship and the installation of officers at historic Trinity United Methodist Church in Richmond. Long time friend of VA PAUMCS, Rev. Myrtle Francis Hatcher preached; Bev and Don Myers provided special music.

VA PAUMCS is so pleased to have had you all as our guests, and we’re looking forward to seeing you all in Phoenix.

### INSIDE THIS ISSUE:

A Word from Your President	2
Annual Conference FAQs	3
Financial Link	4
PAUMCS Promo Table	5
Scholarships Thank you, Eileen!	6
Benefits of Membership	7
photos from Richmond, VA	8
photos from Richmond, VA	9
Executive Committee roster and photo	10

## A Word from Your President

**BARBARA KINGSLEY** | President



Signing of the original state charter for PAUMCS in April 1981

Mary Johnson, left  
Bob Robertson, center  
Beverly Robberson, right

As I write this, I am reflecting on the PAUMCS Annual Conference in Richmond, Virginia, that finished a short three weeks ago. During this conference we celebrated 30 years of PAUMCS annual conferences and had the privilege of one of the founders, Beverly Robberson, being present among us. Beverly and Mary Johnson shared a dream of an organization for United Methodist church secretaries where they could meet, learn, and grow professionally and spiritually. With the support and assistance of Bob Robertson, PAUMCS was born at an organizational meeting in Dallas, Texas, in April 1981. The first Annual Conference was held in April 1982. Conversations I shared with Beverly at this last conference were very interesting, informative, and enjoyable. I hope some of you also had a chance to meet her and hear about the beginning of PAUMCS.

As the 2012 United Methodist General Conference approached, GCFA asked the following question of us during our national conference: How has PAUMCS directly benefited your church? Many participants submitted statements to answer this question; some of them have been compiled in a press release from GCFA. One of the most frequently shared comments was that **PAUMCS has aided in an understanding of the connectionalism of The United Methodist Church**. This understanding is for both tasks asked to be completed (i.e., Tables 1, 2, and 3 and Membership Roles) and that we are not alone in our work. There is at least another person somewhere in the country or world facing the same challenges, joys, and/or tasks. Another common statement was **our work is a ministry, not a job**. Through PAUMCS we have learned pastors are not the only church staff *in ministry*. Many of us have felt called into the ministry of church administration just as a pastor feels called into his or her ministry. These comments reflect on the dream of two women in Texas in the early 1980s, an organization for United Methodist church secretaries where they could meet, learn, and grow professionally and spiritually. It is now our responsibility to share this dream with other United Methodist church secretaries so the organization continues and flourishes.

*Barbara*

### PAUMCS MEMORIES *from past presidents* celebrating 30 great years **SHERRY HEATH | 1992–1994**

My very first connection with PAUMCS was the first certification class at Emory in 1986. It was 100 degrees day and night and the dorms were not air-conditioned. Friendships were formed that week that are still precious to me. I attended the Conference in 1987 in Colorado Springs and have not missed one since. The friendships are forged with hard work (meetings until midnight), laughter (over the silliest things), and a shared passion for the ministry of the United Methodist Secretary. I have watched, with great pride, an organization grow from less than 100 members to what we represent today. I have seen God's hand in the leadership, direction, and success of the group. I celebrate the leadership of PAUMCS in the future and stand proud to have been a member for so many years. I will never forget those who are no longer with us who shared the journey with me – Pansy McClamrock, Mary Ann Haney, and Mildred Keeney. God is good.

**PAUMCS MEMORIES**  
*from past presidents*  
 celebrating  
 30 great years

**KAREN ALBRO | 2008–2011**

When asked to give thoughts about being on the executive committee and serving as president it took me back to North Carolina. I was asked to serve on the PTS committee but first had to be told what PTS was! What I found was this was a wonderful way to not only learn about PAUMCS but to also talk with secretaries from around the world. After serving 10 years on the executive committee I feel blessed to have worked with so many wonderful women. I cannot begin to tell you how many times we laughed, cried, held each other up and asked to be held up. As president I learned this group of women work like a well oiled machine. They know their jobs and they do them well and through it all Cynthia (Haralson) is there providing guidance, leadership and love for not only the executive committee but for all of us in PAUMCS.

**Annual Conference FAQs**

**LISA MORRIS | Vice President**

Below are a few of the Frequently Asked Questions (FAQs) about the PAUMCS Annual Conference.

***What happens to those evaluation forms?***

The PAUMCS Executive Committee received 94 evaluations from our 30<sup>th</sup> Annual Conference of the Professional Association of United Methodist Church Secretaries. The evaluation forms were distributed and read by the PAUMCS Executive Committee at the Post Conference Meeting. As Vice President, I will prepare a recap sheet – rating each section of the conference – in order to provide guidance as the plans are made for future conferences.

***Why is there so much food served?***

Hotel contracts are negotiated based on a certain amount of food and beverage to be purchased. Many times there are minimums PAUMCS must meet as a part of the hotel contract. Depending on the number of registrations and the minimum cost, it is possible to have too much food.

***Why are there fewer vendors?***

Vendors come, set up, and tend to their displays at their own expense. PAUMCS was competing with General Conference this year. Staff availability and budgets are a part of the variables.

Cokesbury’s policy due to cost has changed regarding displays at all meetings. Our goal for

2013 is to make more vendor contacts and issue invitations to United Methodist boards and agencies to provide resources for conference registrants.

***What were the common themes regarding the 2012 conference?***

- The Virginia Site Committee did an exceptional job providing radical hospitality for each of us traveling from far and near.
- The hotel space, location, and staff were rated highly.
- The mission outreach was organized and a lot of fun. The business meeting and opening sessions need improvement to allow for us to all hear and understand.
- Worship and devotions were a highlight of the conference.

*Additional comments:* We are a diverse group of United Methodist support staff from local churches, districts, conferences, Episcopal and agency offices. PAUMCS provides continuing education, fellowship, and support.

***Where will our upcoming PAUMCS Annual Conferences be held?***

- April 18-21, 2013 — Phoenix, Arizona  
 Crowne Plaza Phoenix
- 2014 — Asheville, North Carolina
- 2015 — Georgia (city unknown)



*Lisa*

## Financial Link

**RHONDA RAMSEY** | Treasurer

### Fund Balances (04/30/12)

General Fund	\$ 107,271.02
Scholarship Fund	3,665.10
Promotional Items Fund	(584.91)
Annual Conference Fund	20,761.10
Endowment Fund	<u>41,385.44</u>
<b>TOTAL FUNDS BALANCE</b>	<b>\$ 172,497.75</b>

### Account Balances (04/30/12)

PAUMCS Savings @ GCFA	\$ 14,150.62
Administrative Checking Account	116,961.69
Endowment Fund @ GCFA	<u>41,385.44</u>
<b>TOTAL ACCOUNTS BALANCE</b>	<b>\$ 172,497.75</b>

I want to say THANK YOU to everyone for the opportunity to serve as Treasurer on the PAUMCS Executive Committee. Richmond, Virginia, was my eleventh Annual Conference and each year I say “this was the best conference,” and it’s true — each conference has been the best. Join me in making plans now to attend the 31<sup>st</sup> Annual Conference in Phoenix, Arizona, for the next best conference ever!



## PAUMCS MEMORIES from past presidents celebrating 30 great years

**SHEILAH KYBURZ** | 2000–2003

I will always be indebted to my good friend, Sherry Heath, for helping create one of my most treasured PAUMCS leadership memories. It involved cutting edge technology, untold hours of preparation, impeccable timing, nerves of steel, and lots of prayer.

Producing and showing digital pictures from personal computers was something innovative a decade ago. I thought a surprise PAUMCS video would be great to put together but had no clue how to go about it. I talked to Sherry about the challenge and she took it on. We mailed drafts back and forth; she would edit; I would write my script. We had things timed to the second so that, to everyone’s surprise, the lights would dim and the video would come on behind me just as I finished my words in the opening session. Sounds simple... but in those early years, the program wasn’t instant. It needed to load... 4 minutes and 24 seconds to be exact.

With an anxious feeling in my stomach, I opened the conference. Sherry sat in the front row and at precisely the right moment in my script, she discreetly started the computer. She motioned for me to speed up, then slow down, then speed up. I have no idea what I said or how the words came from my mouth, but 4 minutes and 24 seconds later, the music started and the PAUMCS video began to loom on the big screen behind me. It was a delightful moment as we joined the 21<sup>st</sup> century and introduced a new way of using technology at PAUMCS conferences.



### Secretaries form association

Bishop O. Eugene Slater installs the officers of the new Professional Association for United Methodist Church Secretaries, April 14, 1982, in candlelight ceremonies at Dallas, Texas.

# PAUMCS Promotions Table

**KARLA HAYNES | Finance**

With deep gratitude I take this moment to recognize the Finance Committee who brought forth the ideas for promotional items this year as well as the Finance Committee members, Iowa Chapter attendees, and Executive Committee members who staffed the promotional table in Richmond. THANK YOU to all attendees who either browsed the table or purchased items for friends and family. It was fantastic to see you all! Promo sales reached a new record of \$2,863.00.

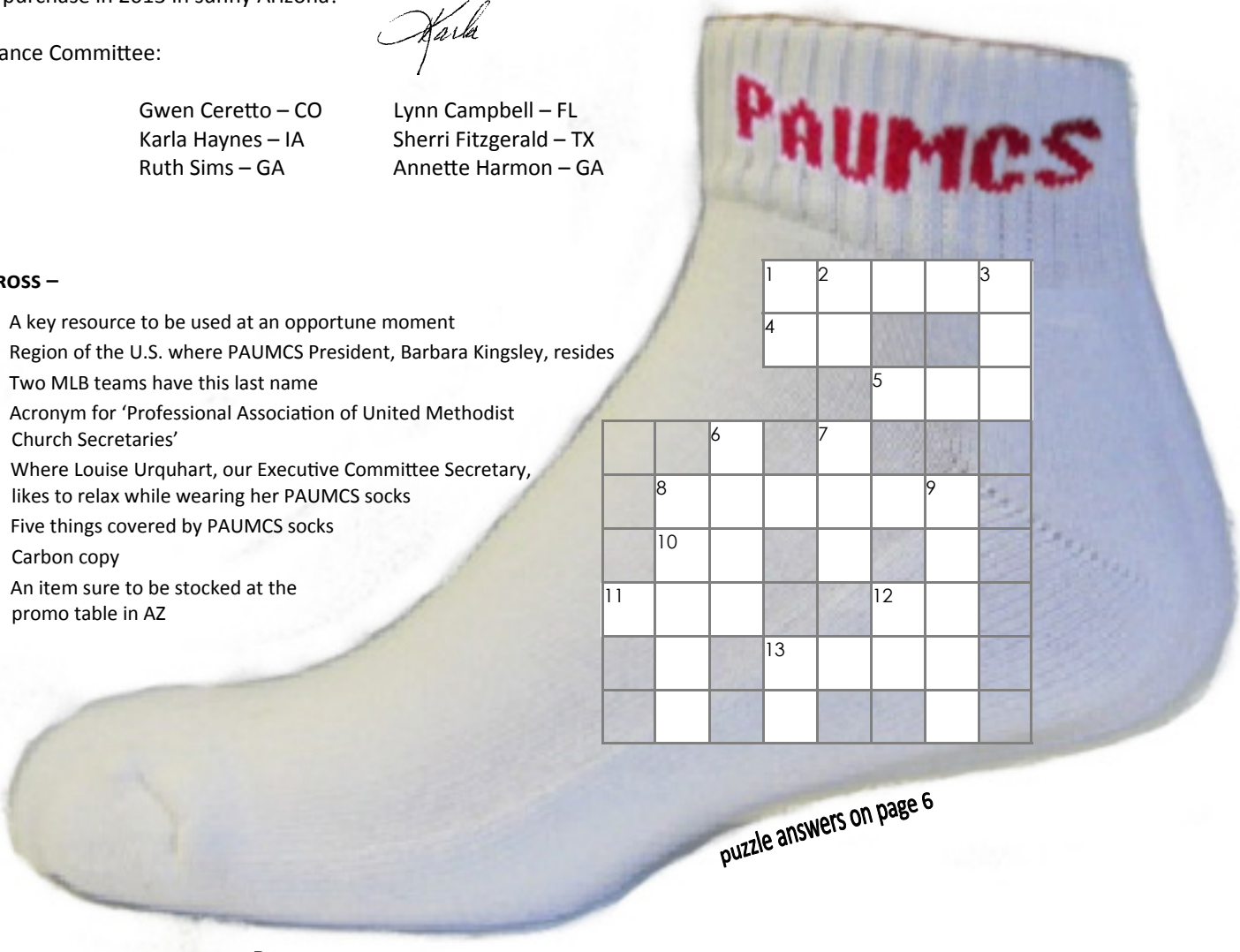
We received several requests throughout our time together indicating you want to see a re-order of PAUMCS socks. You have been heard. Enjoy this crossword puzzle as a reminder to you and for the Finance Committee that PAUMCS socks will be available for purchase in 2013 in sunny Arizona!

Finance Committee:



- Gwen Ceretto – CO
- Karla Haynes – IA
- Ruth Sims – GA

- Lynn Campbell – FL
- Sherri Fitzgerald – TX
- Annette Harmon – GA



**ACROSS –**

- 1. A key resource to be used at an opportune moment
- 4. Region of the U.S. where PAUMCS President, Barbara Kingsley, resides
- 5. Two MLB teams have this last name
- 8. Acronym for 'Professional Association of United Methodist Church Secretaries'
- 10. Where Louise Urquhart, our Executive Committee Secretary, likes to relax while wearing her PAUMCS socks
- 11. Five things covered by PAUMCS socks
- 12. Carbon copy
- 13. An item sure to be stocked at the promo table in AZ

1	2			3
4				
			5	
		6	7	
	8			9
	10			
11				12
			13	

*puzzle answers on page 6*

**DOWN –**

- 1. State where our GCFA liaison, Cynthia Haralson, resides
- 2. Prefix meaning 'again' — \_\_order PAUMCS socks for Arizona conference
- 3. Next place PAUMCS socks will be available for purchase
- 6. How PAUMCS members describe PAUMCS socks
- 7. Acronym for United Methodist Church
- 8. Abbreviation for 'promotional'
- 9. The name of the First Kitty in the White House during the Clinton years
- 12. Same as 12 across
- 13. Region of the U.S. where our 2013 PAUMCS national conference will be held

## Scholarships

**LIBBY GRAY** | Professional Training and Standards

It is hard to believe our Annual Conference in Richmond was just weeks ago. The gathering was amazing and the Richmond Chapter really wowed us. Their hospitality room was remarkable – thank you for all of your work! Many, many friendships were renewed and others newly formed.

As you look ahead to the 2013 Annual Conference, remember there are scholarships available to help you attend. Granted on an individual need basis and limited to monies available through the Leslie Bayles Memorial Scholarship Fund, scholarships are processed in the order in which they are received. This is done in order to give the applicant, if awarded a scholarship, ample time to make the necessary travel reservations to attend the conference. Individuals can apply for and receive the scholarship only once in a period of four years. This year we granted nine scholarships.

Two members of the PTS committee rotated off after their terms ended at the conclusion of the 2012 conference. Kyle Henderson and Pam Pettit were dedicated in their positions and truly love PAUMCS. I thank them for their service.

If you have any questions regarding the scholarship fund, would like to receive a scholarship application, or need assistance in maintaining your certification, please contact me ([lgray@arumc.org](mailto:lgray@arumc.org)).



## Thank you, Eileen!

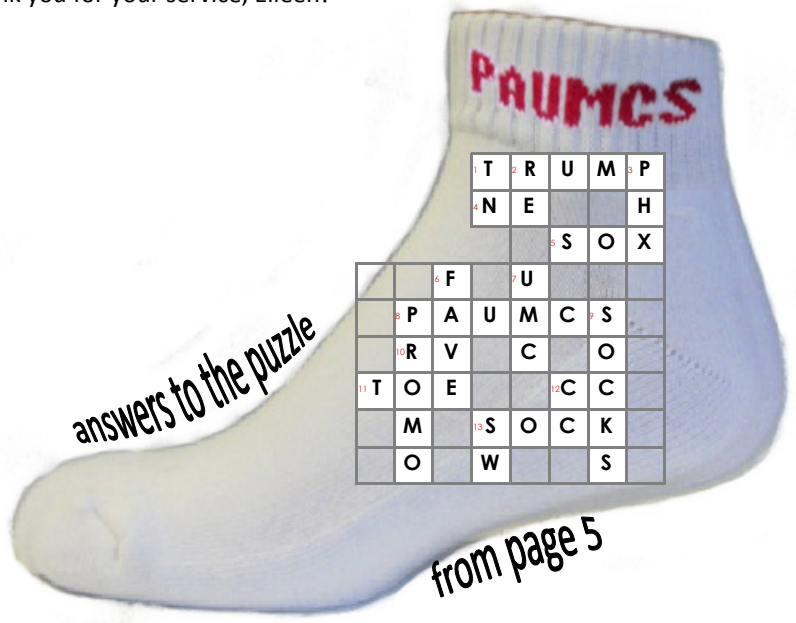
**PAUMCS Archivist**



*Photo courtesy of Sherry Heath*

We owe Eileen Thomas a great debt of gratitude for being willing to coordinate, design, and set up the amazing display celebrating our thirtieth year of PAUMCS. As official archivist for our organization, Eileen made the trip to the General Commission on Archives and History on the campus of Drew University in Madison, New Jersey, to retrieve items for the display. Because of her hard work, we had the opportunity to view photographs and other memorabilia from past annual conferences.

Thank you for your service, Eileen!



**PAUMCS MEMORIES**  
*from past presidents*  
 celebrating  
 30 great years

**DEBBIE REXRODE | 2003–2005**

I remember driving a cardboard race car on the stage at the Indianapolis Talent Show to the song, 'Born to be Wild.' The things you'll do to keep everyone entertained at a PAUMCS Annual Conference.  
 I remember the beautiful sunset on Clearwater Beach.  
 As the PAUMCS President, it was such a privilege to share in the Certification Institute each summer.  
 I give thanks to all the PAUMCS friends I made during the twelve years I served on the Executive Committee.  
 Oh how I remember those long meetings and late nights — worth every minute!

**Benefits of Membership**

**TERRI PAGANI | Membership**

The benefits of national PAUMCS membership include:

- *The Vital Link* newsletter – a quarterly publication – now via email with past issues on the web
- PAUMCS annual conference, which includes continuing education workshops and opportunities for fellowship
- PAUMCS Institute Certification Program – provides outstanding advanced professional training and enrichment for United Methodist church secretaries from across the denomination; usually held in July in Nashville, TN
- Prayer Net – an electronic connection where joys and concerns are shared
- Linking Hands – a daily electronic connection to other persons in ministry throughout the connectional system, sharing challenges and suggestions on office concerns
- Cokesbury discount – 20% discount on all books; just let your operator know you are a PAUMCS member, or show the cashier your membership card.

status is \$25. To be granted renewable retired status, please email or snail mail a letter to me (pagani5@comcast.net or 55 Southampton Drive, Willingboro, NJ 08046).

The membership profile form can be obtained on our website: [www.paumcs.org](http://www.paumcs.org) or by contacting me. It is important to fill this form out *EVERY* year. If anything has changed from the previous year, please circle that information. This will ease the process of entering the information into the database and sending membership cards and confirmation letters.

If you have been certified through the Certification Institute sponsored by GCFA, you must keep your national annual dues up-to-date in addition to obtaining the necessary CEUs to maintain your certification.

We now have an Online PAUMCS Directory. Photos were taken in Orlando in 2010. Please let me know if you have trouble logging in. If Lifetouch Directories, Inc, has taken your photo at your church – or is scheduled to be in your area soon – you may have your picture added to the directory. Please email your photo sit number, date, and location of the photo to me.





Questions about membership or chapter information? Contact me by phone (609.877.7788) or email (pagani5@comcast.net)...I'll be happy to help.

*Terri*

*Don't miss out on these benefits!* If you have not already renewed your national PAUMCS membership for 2012, *now* is the time. Our dues remain just \$50 for a calendar year. This year's dues should be paid as soon as possible, as we will be purging the membership, Linking Hands, and mailing lists. Renewable retired

*Blast from the past...*

**PAUMCS OFFICERS**

<p>President</p>  <p>Mary Johnson 5215 S. Main Houston, TX 77002 (713) 521-9383</p>	<p>Secretary</p>  <p>Beverly Robberson P.O. Box 28098 San Antonio, TX 78284 (512) 432-7875</p>
<p>Vice-President</p>  <p>Shirley Taylor 2420 N. Blackwelder Oklahoma City, OK 73106 (405) 525-2252</p>	<p>Newsletter</p>  <p>Fay Smith P.O. Box 408 St. Simons Island, GA 31522 (912) 638-8626</p>
<p>Treasurer</p>  <p>Karen Ford 2200 Forest Hill Ave. Flint, MI 48504 (313) 238-3674</p>	<p>Membership</p>  <p>Patti Kilgore 1000 W. Woodward Ruston, LA 71270 (318) 251-0750</p>

**1982**



## PAUMCS MEMORIES *from past presidents* celebrating 30 great years

EMILY GOULD | 1994–1997

Many of you may remember Liz Okayama, who was assigned by GCFA to become our liaison from GCFA. Upon her retirement Cynthia Haralson took her place and has been with us since 1997 and what a blessing she has been! Praise God for her presence with us.

In 1986 we began our Certification Institute for church secretaries and to date we have 235 United Methodist Certified Church Secretaries, Episcopal Secretaries, Business Administrators, Secretaries from our General Agencies, Conference Offices, District Offices and Foundations. This one week program was held in Atlanta at Emory University School of Business. I was privileged to be a part of the 1989 class. What a special time that was, not only from a knowledge standpoint but the opportunity to meet and greet a new family of friends who over the years have become my sisters in faith.



*Photos courtesy of Susan Petrey and Sherry Heath*





**PAUMCS MEMORIES**  
*from past presidents*  
celebrating 30 great years

**JACQUELINE PETTIS | 2005–2008**

Being the PAUMCS President was a very rewarding time. Everyone worked toward a common goal...and all did their jobs!

**2012 PAUMCS Annual Conference | APRIL 11–15 | Richmond, VA**



**BARBARA M. KINGSLEY | President**

PO Box 49  
Rush, NY 14543-0049  
P: 585.533.2170 F: 585.533.1978  
[barbking@rochester.rr.com](mailto:barbking@rochester.rr.com)

**LISA G. MORRIS | Vice President**

3901 N Meridian St, Ste 210  
Indianapolis, IN 46208-4069  
P: 317.452.4786 F: 317.495.6280  
[lmorris@indymetroumc.org](mailto:lmorris@indymetroumc.org)

**LOUISE URQUHART | Secretary**

2700 S Florida Ave  
Lakeland FL 33803-3863  
P: 863.688.3114 F: 863.687.8868  
[luluadmin@tampabay.rr.com](mailto:luluadmin@tampabay.rr.com)

**RHONDA RAMSEY | Treasurer**

PO Box 85  
Plainwell, MI 49080-0085  
P: 269.685.5113  
[fumcp@charter.net](mailto:fumcp@charter.net)

**KRISTIN CLARK | Communications**

2301 Rittenhouse St  
Des Moines, IA 50321-3101  
P: 515.848.1164 F: 515.974.8981  
[kristin.clark@iaumc.org](mailto:kristin.clark@iaumc.org)

**KARLA HAYNES | Finance**

2301 Rittenhouse St  
Des Moines, IA 50321-3101  
P: 515.974.8914 F: 515.974.8964  
[karla.haynes@iaumc.org](mailto:karla.haynes@iaumc.org)

**TERRI PAGANI | Membership**

55 Southampton Dr  
Willingboro, NJ 08046-1029  
P: 609.877.7788  
[pagani5@comcast.net](mailto:pagani5@comcast.net)

**CHERYL THOMPSON | Nominating**

PO Box 905  
Alcoa, TN 37701-0905  
P: 865.982.1427 F: 865.981.7470  
[madist@holston.org](mailto:madist@holston.org)

**LIBBY GRAY | Professional Training and Standards**

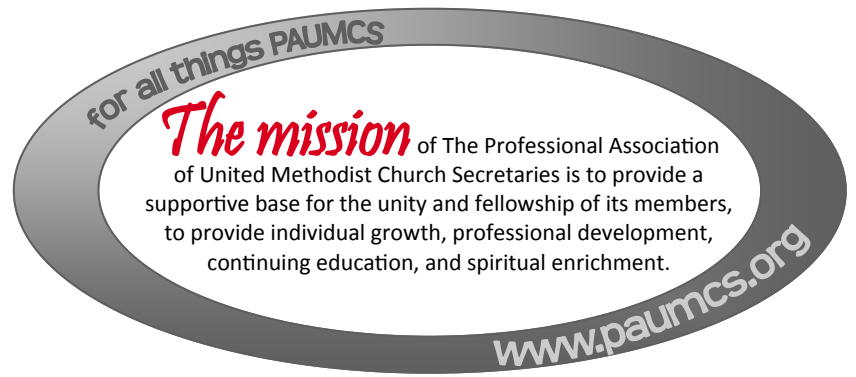
800 Daisy Gaston Bates Dr  
Little Rock, AR 72202-3770  
P: 501.324.8028 F: 501.324.8018  
[lgray@arumc.org](mailto:lgray@arumc.org)

**BEV AMPERSÉ | 2013 Site Chairperson**

12218 N 46th Ln  
Glendale, AZ 85304-2316  
P: 623.974.5637 F: 623.933.5466  
[bev@willowbrookumc.org](mailto:bev@willowbrookumc.org)

**CYNTHIA J. HARALSON | GCFA Staff Representative**

General Council on Finance and Administration  
PO Box 340029, Nashville, TN 37203-0029  
P: 866.367.4232 x2386  
[charalson@gcfa.org](mailto:charalson@gcfa.org) or [paumcs@gcfa.org](mailto:paumcs@gcfa.org)



Your 2012—2013 PAUMCS Executive Committee:

- {front} Rhonda Ramsey, Louise Urquhart, Cynthia Haralson, Karla Haynes, Lisa Morris, Bev Ampersé
- {back} Cheryl Thompson, Kristin Clark, Libby Gray, Terri Pagani, Barbara Kingsley

*Blast from the past...*

*Professional Association for  
United Methodist Church Secretaries*

*Bev, Thanks  
Again! for your leadership!  
Cynthia Haralson*

The Organizational Meeting  
Wednesday, April 14, 1982 — 7:00 p.m.  
University Park United Methodist Church  
Preston Road at Caruth Boulevard  
Dallas, Texas