



Salem United Methodist Church

2190 Adam Clayton Powell Jr. Blvd. (7th Ave. & 129th Street)

New York, New York 10027-1902

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2008 SALEM LEADERSHIP MANUAL



*The Rev. Dr. Allen N. Pinckney, Jr., D. Min.
Senior Pastor*

LEADERSHIP BODY

Rev. Dr. Allen N. Pinckney, Jr.

Senior Pastor

Rev. Reginald E. Moore

Minister of Visitation

Rev. Richard N. Hayes

Assistant Pastor

Minister Carole Paynter

Student Pastor

Mrs. Evelyn R. Brunson

Lay Leader

Mr. Douglas Dervin

Assistant Lay Leader

Salem United Methodist Church

HISTORY

1902 -----2007

Salem's history begins in 1902 as a mission charge of St. Marks Methodist Episcopal Church. Under Rev. Charles Albright Salem's Sunday School began with three (3) adult members.

On April 18, 1902 Rev. Frederick Asbury Cullen, a member of the Delaware Annual Conference, was transferred to the New York Annual Conference and became the pastor of Salem Mission. ON April 20, 1902 Rev. Cullen delivered his first sermon at 250 St. Nicholas Avenue to its three members, Alice V. Jones, Sarah Rowley and Henrietta Toodles. The collection that day was \$.19¢.

Rev. Cullen was sent to build up a church and congregation and his great objective in those early days was the Sunday School. He walked the streets and climbed the stairs of the tenements in search of children. He played marbles with the boys in the street to get them to come to the church. The children came and then their parents and the parents began to bring their family and friends and Salem thus began its journey to the present.

With its growing membership, Rev. Cullen rented the first floor of 232 West 124th Street. The Salem Mission continued to grow and in 1908 Salem was set apart from St. Marks at the General Conference held in California. By April 1911, the membership and activities has grown to such an extent that larger quarters were required. Eight (8) houses were purchased on 133rd Street near Lenox Avenue providing an improved workshop center and meeting rooms. Salem's growth was distinguished by its broad and deep interest in the social problems of the community and the gathering of many people into a Sunday Afternoon Lyceum in which Rev. Cullen invited important speakers and musical artist. Among those invited were Cleveland G. Allen, A. Phillip Randolph, Arthur Schomburg, J.A. Rodgers and Walter White. The famed Salem Crescent Athletic Club was also organized at the 133rd Street Church site and the Club was known for its winners in track and boxing.

By 1924, Harlem was becoming the new home of the people of color and Salem was growing in membership steadily. Negotiations to move Salem Church to the Old Calvary Methodist Episcopal Church, a white congregation, was finished at the cost of \$258, 500.00.

The closing service of Old Calvary Church was conducted on Sunday Evening September 28, 1924 and at the invitation of the Official Board of Old Calvary, Rev. Cullen and his congregation was invited to join them at 9:30 p.m. "In doing so the great auditorium was packed to overflowing. The welcome extended by Rev. Odell, pastor and Rev. Walker, president of the Board of Trustees of Old Calvary Church, to Rev. Frederick A. Cullen and Mr. Arthur Mitchell, pastor and president of the Board of Trustees, respectively of Salem Church, together with the responses and choir selections representing both churches, set forth an exhibit of Christian fellowship between the Black and White races rarely equaled and probably never surpassed".

The opening service of Salem Church on Sunday October 5th, 1924 was equally encouraging. The sanctuary was practically filled all day long with continuous services lasting from 11 a.m. to 11 p.m. in the night. Thus the ingathering of souls and the strengthening of Salem Church that has followed in the wake of this transition gives abundant proof of the wisdom that planned the move. In each step of its growth, the New York City Society of the New York Annual Conference encouraged and assisted in Salem's development.

THE LEGACY OF SENIOR PASTORS OF SALEM UNITED METHODIST CHURCH

- REV. FREDERICK ASBURY CULLEN - 1902 - 1942
- REV. DR. CHARLES YOUNG TRIGGS - 1942 - 1955
- REV. DR. JOSHUA OBADIAH WILLIAMS - 1955 - 1963
- REV. DR. SAMUEL SWEENEY - 1963 - 1964
- REV. DR. ROY CALVIN NICHOLS - 1964 - 1968
- REV. DR. F. HERBERT SKEETE - 1968 - 1980
- REV. DR. THOMAS P. GRISSOM - 1980 - 1990
- REV. DR. JOHN E. BRANDON - 1990 - 1994
- REV. DR. JOHN E. CARRINGTON - 1994 - 1996
- REV. JOHN E. NELSON - 1996 - 2000
- REV. DR. BIRCHFIELD C. P. AYMER - 2000 - 2007
- REV. DR. ALLEN N. PINCKNEY JR. - 2007 - PRESENT

Vision Statement

Theme: *Many Members Working Together As Christ's Body*

"For just as the body is one and has many members, and all the members of the body though many, are one body, so it is with Christ."

1 Corinthian 12:12

We the members of Salem United Methodist Church have been called as the body of Christ to live a life of service, worship, witness and love.

This requires that we all share our gifts, talents, time, energy and resources for the purpose of building God's Kingdom and making disciples of Jesus Christ. As the body of Christ, each member is called to devote themselves to the spiritual disciplines of prayer, bible study, witness of their faith, expression in worship and praise and mission projects in the church community and the world. This is accomplished as we the church, by the power of the Holy Spirit, become prepared, trained, equipped and empowered for the ministry and mission of Jesus Christ.

Our mission is defined by our identity as Christians to love all of God's people, to care for God's creation, and to fulfill God's will in this contemporary context through our collective efforts as we by the power of the Holy Spirit witness our faith and serve God's people.

4:30 discussion
a distinction?
"the text is my interpretation"
"she wants you to see"
"I want to clarify how this came to be?"
"we voted to accept it"
"was using the parable pastor"
"mine"
"you""our vision statement""how this came to be?"

Mission Goals and Objectives:

- To enhance the spiritual, intellectual, emotional and physical needs of our congregation and community;
- To engage in making disciples of Jesus Christ in our community, church and world;
- To fight homelessness, drug addiction, diseases and poverty in the community;
- To enhance the stewardship, discipleship and spirituality of the members of the congregation;
- To develop, train and cultivate children, youth and adult as servant leaders and spiritually mature Christians.

PASTOR'S STATEMENT

Brothers and Sisters in Christ:

God has called and chosen us to engage in the ministry of making disciples for Jesus Christ in today's world. This manual has been designed to aid our members in this task. We have the awesome responsibility of being agents of transformation where the lives of God's people are redirected, reshaped, renewed and reconnected into the beloved community, the Body of Christ.

This work requires our utmost attention, energy and effort. It requires that we fully immerse ourselves in the tasks of discipleship, evangelism, stewardship, worship and mission for the purpose of expanding God's kingdom and caring for God's creation.

We are blessed to be in the unique environment of the Harlem Community that provides tremendous opportunities and challenges for our church to grow and be the most effective witness for Jesus Christ. It is in this particular place that God has called us to lift up the name of Jesus and lift the people of the Harlem Community into a life of love and service to our Lord and Savior, Jesus Christ.

In order to be most effective in our divine assignment, we as disciples of Jesus Christ must model a life of love, service, commitment, sacrifice, faith, obedience and devotion to God's word, will and way.

It is my hope that you as a member of Salem United Methodist Church, who has been called to leadership, will devote yourself to living in Christ by the power of the Holy Spirit, with the fullness of your being that God may be glorified in and through your life.

Yours in Christ,

My Beloved Salem Family

The Rev. Dr. Allen N. Pinckney, Jr., D. Min.

CHURCH MINISTRIES

Committees	Index
	<u>Page</u>
Administrative Council	Zorona Hamm 9
Audit	Ernest L. Swiggett 9
Bible Study	Rev. D. Allen N. Pinckney 9
Boy Scouts	Otis Martin/Henry Meggett 10
Christian Education	Susan Mandrew-Jones 10
Church & Society/Health & Welfare	10
Class Leaders & Stewards	Margaret Wise 11
Communications	Verinia Taylor 11
Endowments & Planned Giving	James Hall 11
Evangelism	Glenn Cooper 12
Finance	Thomasina McMillan 12
Girl Scouts	Jonnie Marshall 12
Lay Speakers	Gertha Stephens 13
Leaders and Stewards	Margaret Wise 13
Membership	Margaret Wise 13
Mission and Outreach	Mitzie L. Nelson 14
Music Ministry	R. Kenneth L. Thornton 14
Nurses Unit	Georgia Donovan 15
Parent's Association	Virginia Cromartie 15
Records & History	Linda Reynolds 15
Salem Community Service Council	Rev. Dr. Allen N. Pinckney 16
Scholarship Committee	John Lemon 16
Staff Parish Relations	Ernest L. Swiggett 16
Stewardship	Mills D. Smith 17
Sunday School	Maxine Harris 17
Trustees	Wendell Harris 18
United Methodist Men	Preston King 18
United Methodist Women	Nancy Brown 19
Worship & Music	Russell E. Morgan 19
Youth Council	Linda Hardwick, 20

30 committees

MINISTRIES PURPOSE AND OBJECTIVES

Administrative Council

Zorona Hamm, Chairperson
Contact: 212-234-2798

Purpose: To create, oversee, plan, strategize and execute the missional directives and programmatic objectives of the church;

Objectives: To give structure, guidance and direction to all work areas and ministries of the church in response to its vision and mission directives;

To evaluate and assess the progress of the mission objectives;

To enhance and improve all ministries and work areas in the purpose of building up the body of Christ and making disciples for Christ.

Meeting Time: 3rd Saturday of every month at 12:30 p.m.
Place: Salem United Methodist Church

Audit

Ernest L. Swiggett, Chairperson
Contact: 212-665-2146

Purpose: To review, examine and determine the correctness of the financial records and fiduciary documents of the church.

Objectives: To provide an annual audit report to the church/Charge Conference for review and approval.

Meeting Time: TBD
Place: Salem United Methodist Church

Bible Study

Rev. Dr. Allen N. Pinckney, Jr.
Contact: 914-665-6934

Purpose: To provide careful, diligent study and historical analysis of the Bible through reading, research and discussion.

To provide an environment for prayer, worship and singing praises to God.

To witness and give testimony of the Gospel.

Objectives:

Meeting Time: TBD
Place: Salem United Methodist Church

Boy Scouts

Otis Morris / Henry Meggett, Leaders

Contact: 212-864-8235 / 718-325-9486

Purpose: To serve other by helping to instill values in young boys through a variety of activities. Scouts prepare young boys to make proper ethical choices throughout their lifetime.

Objectives: To create programs and events for boys that will further their growth and development into Christian men.

Meeting Time: TBD

Place: Salem United Methodist Church

Christian Education

Susan Mandrew-Jones, Chairperson

Contact: 732-306-6769

Purpose: To plan, administer and provide supervision of the Education Ministries of the Church Community;

To aid in the education and intellectual growth of persons;

To increase the knowledge base of persons through the development and coordination of programs, events, activities, and worship.

Objectives: To provide an integrated, unified direction to the individual ministries that relate to all areas of education so that everyone in the Body of Christ is being taught with all wisdom in order to be the most effective witnesses for Jesus Christ;

To promote and advertise various educational programs inside and outside the local church.

Meeting Time: TBD

Place: Salem United Methodist Church

Church & Society/Health & Welfare _____, Chairperson

Purpose: To enhance and develop the emotional, intellectual, social and physical well being of God's people.

Objectives: To provide programmatic ministries and resources that address Health and social issues.

Meeting Time:

Place: Salem United Methodist Church

Class Leaders & Stewards

Margaret Wise, Chairperson

Contact: 718-328-8628

Purpose: To care for and minister to the members of the congregation in a small group setting by providing spiritual transformation, social networking and opportunities for personal growth in all areas of life.

Objectives: To meet regularly through Bible Studies, fellowship meals, and educational resource events.

Meeting Time: TBD

Place: Salem United Methodist Church

Communications

Verinia Taylor, Chairperson

Contact: 347-526-2592

Purpose: To express and advance the mission and ministry of Jesus Christ through various media instruments and technologies;

To communicate, resource and advertise Salem United Methodist Church's mission, ministries, and programs through available mediums of communications;

Objectives: To provide a variety of means and methods of witnessing Christ, in the world.

Meeting Time: TBD

Place: Salem United Methodist Church

Endowments & Planned Giving

James Hall, Chairperson

Contact: 212-281-7068

Purpose: To manage and administer the financial resources and assets allocated and donated to the church through the planned giving of members and family members of Salem UMC;

To manage and administer funds and assets which are donated in memorial to deceased members of Salem UMC.

Objectives: To educate the congregation of the value and significance of planned giving;

To increase the number of donor-giving members of the congregation;

To increase the fund amount of the endowment portfolio of Salem UMC.

Meeting Time: TBD

Place: Salem United Methodist Church

Evangelism

Glenn Cooper, Chairperson
Contact: 212-722-6813

*3:00
he reads dramatically
"a tall order"*

Purpose: To increase the number of empowered and effective disciples for Jesus Christ;

To enhance and further nurture the spiritual development of maturing Christians;

To create new believers and members of the church.

Objectives: To increase the number of members annually by ten (10) per month;

To increase the number of families with children;

To increase the ethnic, gender, racial, social economic, age and spiritual diversity of the congregation.

Meeting Time: TBD

Place: Salem United Methodist Church

Finance

Thomasina McMillan Chairperson
Contact: 212-348-4889

Purpose: To enhance, record, manage, distribute, raise and allocate the financial and monetary assets of the church.

Objectives: To increase the number of givers in the congregation;

To increase the percentage of giving by the members of the Congregation;

To strengthen to ministries of the church through financial support of all members.

Meeting Time: 3rd Thursday of every month at 6:30 p.m.

Place: Salem United Methodist Church

Girl Scouts

Jonnie Marshall, Leader
Contact: 212-281-6583

Purpose: To help young girls in their growth and awareness of life experiences by providing activities that aid in identifying skill level and maturity. Leaders work to help build in each girl a sense of confidence, self-esteem and a willingness to explore new experiences in life.

Objectives: To create programs and events for girls that will further their growth and development into Christian women.

Meeting Time: TBD
Place: Salem United Methodist Church

Lay Speakers

Gertha Stephens, Chairperson
Contact: 718-597-3927

Purpose: To assist the pastor in all acts of ministry in and through the life of the church and the connection by the sharing of their gifts and talents as lay speakers.

Objectives: To participate regularly in the worship setting;
To participate in various capacities in the ministries of the church and beyond its doors.

Meeting Time: TBD
Place: Salem United Methodist Church

Leaders and Stewards

This is changed after clarification to
Margaret Wise, Chairperson *Men's Prayers*
Contact: ~~718-328-8628~~ church #

Purpose: To identify, recruit, select, nominate, train, equip, support, evaluate and affirm persons designated to serve in various leadership capacities in the life of the church;

Objectives: To provide annually Christ-centered, committed, creative, and visionary leaders to carry out the mission of Salem United Methodist Church.

Membership

Margaret Wise, Chairperson
Contact: 718-328-8628

Purpose: To record the induction of new members into the life of the church;
To welcome, guide, care for, and mentor new members into various ministries and work areas of the life of the church;
To reconnect members to the church who have lost connection to the church.

Objectives: To develop a full data base of all members and their families;
To develop training resources for new members;
To increase the number of new members.

Meeting Time: 1st Thursday of every month at 6:30 p.m.
Place: Salem United Methodist Church

Mission and Outreach

Mitzie L. Nelson, Chairperson

Contact: 212-491-5331

- Purpose:** To bring to bear God's resources in places and to people where injustice, oppression, poverty and disease have hindered God's people from reaching their full potential;
- To reach the masses with the love, light and life of Jesus Christ everywhere, anywhere and any time; and to elevate their human condition for the betterment of humanity.
- Objectives:** To provide human resources including financial for mission projects;
- To provide ministries and programs that addresses all aspects of human life;
- Meeting Time:** TBD
- Place:** Salem United Methodist Church

Music Ministry

R. Kenneth Thornton

Contact: 718-524-6648

- Purpose:** To develop a spirit-filled, Christ-centered, dynamic music ministry, singing continuous praises to God, that God might be glorified and God's people edified.
- To praise and worship God through music, song, dance and spirit;
- To be the instruments that glorify God with all our being;
- To lift up the name of Jesus and the Gospel message of salvation in all varieties and genres of art forms
- Objectives:** To develop the gifts and talents of all persons who love the Lord and who are called to minister to God's people through music and other art forms;
- Music Ministries:** The Chancel/John Wesley Choir (R. Kenneth Thornton, Director)
The Adult Hand-Bells Choir (Ethel Scott, Director)
The Children Choir (Deborah Young, Director)
The Children Chimes Choir (Evelyn Duzant, Director)
The Inspirational Choir
The Male Choir
The Soul of Salem (Alexis Marcelo, Director)
- To participate with the body of Christ in the manifestation of God's presence as worship is done in spirit and in truth;
- To be vessels for the Holy Spirit to enter in through our Worship.

Meeting Time: TBD
Place: Salem United Methodist Church

Nurses Unit

Georgia Donovan, Chairperson
Contact: 718-271-7110

Purpose: To be ministers of healing and healthiness that assist God's people towards the goal of personal healing, health and wholeness;

Objectives: To provide a holistic programmatic ministry that aids persons in reaching their best level of performance as human beings.

Meeting Time: TBD
Place: Salem United Methodist Church

Parent's Association

Virginia Cromartie, Chairperson
Contact: 212-234-7665

Purpose: To provide an environment where parents can connect, share, interact and address issues and concerns that affect children and youth.
To be a support system for families in all areas and stages of life's experiences.

Objectives: To develop ministries that address all types of family-needs and concerns.

Meeting Time: TBD
Place: Salem United Methodist Church

Records & History

Linda Reynolds, Chairperson
Contact: 212-860-2212

Purpose: To record, document and warehouse all vital information pertaining to events, experiences, persons and pastors of Salem UMC;

Objectives: To develop accurate, well-maintained documents and historical data pertaining to Salem UMC;
To inform the congregation in various mediums about the history and heritage in connection to the Harlem Community.

Meeting Time: TBD
Place: Salem United Methodist Church

Salem Community Service Council

Rev. Dr. Allen N. Pinckney

Contact: 914-665-6934

Purpose: To oversee the provision of ministries, programs, services and resources that address all needs and concerns relating to the surrounding Harlem Community.

Objectives: To provide relevant educational, social and health related services and programs through church and government-funded entities.

Meeting Time: 2nd Monday of each month at 6:30 p.m.

Place: Salem United Methodist Church

Scholarship Committee

John Lemon, Chairperson

Contact: 718-993-2596

Purpose: To provide financial assistance to students in pursuit of their academic and professional goals;

To affirm and celebrate the achievements of students in various levels of their educational pursuits;

To direct and guide students toward available financial resources that will enable them to pursue their passions in terms of their professional goals.

Objectives: To raise a substantial scholarship portfolio so that every student member of Salem UMC may have the opportunity to receive financial assistance.

Meeting Time: TBD

Place: Salem United Methodist Church

Staff Parish Relations

Ernest L. Swiggett, Chairperson

Contact: 212-665-2146

Purpose: To staff and resource the ministries and programs that address the vision and mission of Salem UMC;

To confer, advise, consult and counsel with the pastor and staff in promoting and building effective ministry.

To share with the pastor in the development and implementation of the vision of ministry of the local church;

To advise the pastor concerning the spiritual life and health of the church and its congregation;

Objectives: To provide an evaluative tool for the purpose of ascertaining the effectiveness of ministry in the local church setting;

To consult with the Pastor in matters pertaining to resources, both materials and spiritual, for ministry of the church;

To coordinate with the pastor the optimal use of time and skills in relation to the goals and objectives set for the mission of the church;

Meeting Time: 4th Monday of every month at 6:30 p.m.
Place: Salem United Methodist Church

Stewardship

Mills D. Smith, Chairperson
Contact: 212-926-7775

Purpose: To educate, encourage, equip and empower God's people to be effective managers and overseers of God's resources that have been made available to us as a gift from God;

To enlighten God's people regarding their responsibility of being givers, servants, and stewards of God's resources for the purpose of mission and ministry, informing them that tithing is the minimum goal of giving.

To empower God's people to share their time, talent, resources, and energy for the ministry as disciples of Jesus Christ.

Objectives: The idea of stewardship has five necessary components that must be emphasized:

- The use of God-given talents
- Personal financial management and life commitment
- Personal giving through the church
- Local church management of resources
- The Christian steward's responsibility in God's world.

Meeting Time: TBD
Place: Salem United Methodist Church

Sunday School

Maxine Harris, Superintendent
Contact: 914-699-7059

Purpose: To train, educate, nurture, support and empower our children toward their development as disciples of Jesus Christ.

Objectives: To provide ministries and programs where children can participate in organized activities and learning experiences that enhance their growth.

Meeting Time: TBD
Place: Salera United Methodist Church

Trustees

Wendell Harris, Chairperson
Contact: 914-699-7059

Purpose: To supervise, oversee and be the caretakers of all properties and assets of the local church;
To ensure the maintenance of all church owned property including the parsonage;
To receive and administer all trust funds of the local church.

Objectives: To maintain the effective and efficient upkeep and care of the Salem church complex and its parsonage;
To establish and develop a substantial endowment portfolio;
To obtain property assets that will further enhance and enable the ministries of Salem UMC.

Meeting Time: 2nd Saturday of each month at 10:00 a.m.
Place: Salem United Methodist Church

United Methodist Men

Preston King, President
Contact: 212-695-7336

Purpose: To aid men in their growth as human beings and as disciples of Jesus Christ through group sharing and group activities;
To witness the fullness of the gospel in its personal and social dimensions;
To clarify in a Christian context the identity and role of men in contemporary society;
To engage, in the spiritual growth of men through service, fellowship, prayer, worship and Bible study.

Objectives: To evangelize the church and community by bringing men into the life of the church as disciples of Jesus Christ;
To enhance the spiritual, mental and physical health of men.

Meeting Time: TBD
Place: Salem United Methodist Church

United Methodist Women

Nancy Brown, President

Contact: 212-926-9228

Purpose: To know God and to experience freedom as whole persons through Jesus Christ;

To develop a creative, supportive fellowship;

To expand concepts of mission through participation in the global ministries of the church.

Objectives: To evangelize the church and community by bringing women into the life of the church as disciples of Jesus Christ;

To enhance the spiritual, mental and physical health of women.

Meeting Time: 1st Sunday of every month immediately following worship
Place: Salem United Methodist Church

Worship & Music

Russell E. Morgan, Chairperson

Contact: 718-343-2958

Purpose: To participate in the presence of God as manifest in and through worship;

To assist the pastor in the interpretation, recognition and practice of worship in the church;

To assist the pastor in identifying, planning and caring for the spiritual needs of the congregation through liturgy, music and other art forms that enhance the worship experience;

To promote worship leadership in the church.

Objectives: To aid in the preparation of worship format of weekly services;

To assist in the maintenance and upkeep of all worship furnishing such as hymnals, Bibles, guest cards, alter equipment, pencils, music.

Meeting Time: TBD
Place: Salem United Methodist Church

Youth Council

Linda Hardwick, Chairperson

Contact: 212-491-2664

Catherine Martinez, Assistant

Purpose:

To grow youth disciples for Jesus Christ and to cultivate spiritual youth leaders;

To support and aid youth to confront the negative and social forces of growing in the contemporary society by providing them with a nurturing, spiritual atmosphere;

To create an environment for youth to have Christian fellowship, Bible Study, prayer and dialogue about issues concerning youth;

Objectives:

To provide activities and programs where youth can channel their creative energies in a positive, productive way;

To share the love of Jesus Christ among young people.

Meeting Time:

TBD

Place:

Salem United Methodist Church

CHRIST-CENTERED

ADMINISTRATIVE COUNCIL

Zorona Hamm

Audit Committee

Boy Scouts

Christian Education

Church & Society/
Health & Welfare

Class Leaders & Stewards

Communications

Endowments & Planned

Giving

Evangelism

Finance

Girl Scouts

Lay Speakers

Membership

Mission and Outreach

Music Ministry

Nurses Unit

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Records & History

Salem Community Service

Council

Scholarship Committee

Staff Parish Relations

Stewardship

Sunday School

Trustees

United Methodist Men

United Methodist Women

Youth Council

Worship & Music

Ernest L. Swiggett

Otis Morris

Susan Mandrew-Jones

Margaret Wise

Verinia Taylor

James Hall

Glenn Cooper

Thomasina McMillan

Jonnie Marshall

Gertha Stephens

Margaret Wise

Mitzie L. Nelson

R. Kenneth Thornton

Georgia Donovan

Virginia Cromartie

Linda Reynolds

Rev Allen N. Pinckney

John Lemon

Ernest L. Swiggett

Mills D. Smith

Maxine Harris

Wendell Harris

Preston King

Nancy Brown

Linda Hardwick

Russell E. Morgan

MINISTERIAL STAFF

Allen N. Pinckney, Jr.

Senior Pastor

Bishop F. Herbert Skeete, D.

Min.

Pastor Emeritus

The Rev. Reginald E. Moore,

B.D.

Pastoral Parish Visitor

The Rev. Richard N. Hayes

Assistant Pastor

Minister Carole Paynter

Student Pastor

GOD'S LOVE

SALEM COMMUNITY SERVICE COUNCIL

Rev. Dr. Allen N. Pinckney, Jr.

Chairperson

Wendell Harris

Vice Chair

SALEM DAY CARE

Mona Skinner

Director

SALEM SUMMER PROGRAM

THE HOLY SPIRIT