



St. John UMC Leadership Board Meeting

Date & Time:	Tuesday, November 28, 2023, following the 6:30 p.m. Called Charge Conference
Location:	St. John UMC room 108
Pastors in attendance:	Rev. Jenny Anderson
Leadership Board in attendance:	Charles Dixon (Chair), Rich Bias (Finance Committee Chair), Sawyer Branham (Finance Committee & Young Adult Representative), Tonya Currier (Staff Parish Relations & Annual Conference Representative), Jim Garvey (Resident Storyteller), Allen Smith (Staff Parish Relations & Lay Leader), Warren Spooner (Trustees Chair), Sarah Thomas (Trustees), Georgia Vesely (Finance Committee), Alison Wright (Council Secretary) Absent: Stephanie Quattlebaum (Mission and Ministries Representative), Marie Young (Staff Parish Relations)
Church members/staff:	Mark Barron, Dan Griggs

Agenda Details:

- I. Opening (1 min) –The meeting was opened at 7:03 p.m., and a prayer was said.
- II. Spiritual Formation (16 mins) – Each Board member shared how they had seen God this week.
- III. Leadership Equipping (< 1 min) – The board was reminded that the Guiding Principles are completed for this year. They will be reviewed next year.
- IV. Review of New People (3 mins) – It was shared that a young couple and their children visited last Sunday. Additionally, the Sunday before Thanksgiving there were twelve different new/visiting people.
- V. Goal Review and Accountability (8 mins) –
 - a. Five-year goal (Become a thriving and growing church welcoming active worshippers with facilities that allow us to reach out to the community in a purposeful way.) - It was shared that St. John is now officially a Lighthouse Church. We now have a list of people who moved their membership to the District Office due to disaffiliation. There are two new churches in the District:

New Thomson and a church in Elberton. It was pointed out that St. John needs to host a training for the congregation related to being a Lighthouse Church. It was determined that will happen after the start of the new year.

- b. Midterm goal (Actively engage with the All Saints Project.) – It was shared that the Wednesday night study has participants from both St. John and Woodlawn. On Sunday evenings during Advent, there will be a Service of Prayer and Reflection at Woodlawn. It was also shared that the All Saints Pastors will meet next week to set future plans. They will try to apply for another grant that will focus on local community building/work.
- c. One-year goal (Reevaluate and prioritize the ministry and mission opportunities while reaching out to those who are absent from the family.) – It was shared that this is ongoing and mentioned work with the endowment and facilities.

VI. Packet and Consent Calendar Items (4 min) -

The minutes from the October Leadership Board Meeting were voted on and approved unanimously. There was discussion about record-keeping of the 2023 meeting minutes and consent packet documents. A 2023 hard copy notebook of those documents will be put together, and it will be housed at the church office.

VII. Generative and Strategic Work (66 mins)

- a. Trustees (31 mins) – The Trustees brought the following before the Board:
 - i. A decision is needed about how to handle the alley encroachment of the tenant living next to the church. It was suggested seeing what is in the landlord/tenant agreement, and the Board decided it would be good to work with the landlord and let a lawyer be involved. A church member will be contacted. The Board wants to be aware of safety and liability and wants the alley to be clear. It was shared that the area commissioner has been spoken to, and the city has a procedure for the removal of furniture in such situations.
 - ii. A form is needed to designate and explain credit card purchases. The church staff will be told that a receipt is needed for each purchase and a form will be created.
 - iii. Permission was asked to withdraw and use the remaining endowment funds from 2021, carry-over from 2022, and 2023 allocation to purchase/upgrade all of the recommended computers, server, and Wi-Fi. The Board discussed. After discussion, a vote was held, and this passed unanimously.
 - iv. After working with the facility reservation for the District 10 Choir, it was realized the need to suggest an edit to the “Application for Use of St. John UMC Facility.” There was also a suggestion made about adding a cancellation policy. The Board likes that idea but tabled it to allow for more consideration. Related research will be done. The Board determined that the application could be edited on page 2 in the section “Reservation for Facility” to state “Approved by Trustee Chair” instead of the current wording which says “Approved by Committee member.” The form will be updated. Approval of the updated form was tabled until a future meeting.
- b. SPR (3 mins) – The board was reminded that Ministry Team lists need to be to the church office by year-end. They will be managed by Christina and Stephanie. The board was also reminded of the love offering for church staff that is going through December 17.

- c. Finance (32 mins) –
 - i. The board went over the Finance Report. The UMC Federal Credit Union credit cards have been activated and are working. Revised 941 filings have been mailed to the IRS totaling approximately \$66,000. The expected processing time is 6-8 months. The Board reviewed the income and expense report which shows a deficit of just over \$33,000. It was said money from the endowment will help. The board was asked for questions on the report. None were asked.
 - ii. Information was shared about the budget. \$564,519 is requested. The Board was asked if there were any questions related to the SPR budget. None were asked. The Board was updated on current pledges. Forty-one individuals have pledged 80% of what 51 pledged last year. Based on current pledges, there is a \$51,680 projected deficit for next year. The Board was asked about next steps. Phone calls will be made to those who have not yet pledged. It was asked about the number of giving units and the possible number of pledges. They are close. Discussion ensued. It was determined the Board will meet on Sunday, December 17 after church with one agenda item (to vote on the budget).
- VIII. Next meetings (4 mins) – The 2024 Leadership Board Training Retreat will be on February 9 and 10. The Leadership Board will meet on January 21 at 12:15 p.m., and this meeting will include a 2023 year-end finance report.
- IX. Communication (3 mins) – The Board reviewed the business that took place at tonight's meeting. An email will be sent to the incoming Leadership Board members with dates of upcoming meetings. It was clarified that the membership of the 2024 Leadership Board has been communicated.
- X. Closing (<1 min) – A closing prayer was said, and the meeting was adjourned.