



St. John UMC Leadership Board Meeting

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| Date & Time: | Sunday, September 24, 2023, 12:30 p.m. |
| 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 (by Google Meet) (Staff Parish Relations & Annual Conference Representative), Stephanie Quattlebaum (Mission and Ministries Representative), Allen Smith (Staff Parish Relations & Lay Leader), Warren Spooner (by Google Meet) (Trustees Chair), Sarah Thomas (Trustees), Georgia Vesely (Finance Committee), Alison Wright (Council Secretary), Marie Young (Staff Parish Relations) |
| Church members/staff: | <p>Absent: Jim Garvey (Resident Storyteller)</p> <p>none</p> |

Agenda Details:

- I. Opening (1 min) – The meeting began at 12:21 p.m., and Stephanie prayed.
- II. Spiritual Formation (18 mins) – Each Board member shared how they had seen God this week.
- III. Leadership Equipping (<1 min) – A list of the Guiding Principles is being compiled for the board.
- IV. Review of New People (1 min) – The board was told about two new members and encouraged to get to know them
- V. Goal Review and Accountability (9 mins) –
 - a. One-year goal (Reevaluate and prioritize the ministry and mission opportunities while reaching out to those who are absent from the family.) – It was reported that people have joined the church. Some have joined due to the inclusion statement; some due to disaffiliations.
 - b. Midterm goal (Actively engage with the All Saints Project.) – It was shared about All Saints Collective work.

- c. 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 a small group will be looking at the Mead House needs this week. Insights were also shared about what the pastor gained on her recent trip to Wheaton related to buildings and space.
- VI. Packet and Consent Calendar Items (2 min) – Two amendments to the minutes of the August meeting were shared:
 - a. Section V, letter b: “stewardship letter” should be changed to “225 letter”
 - b. Section VII, letter b: shortening of the sentence about Employee Retention Credit money.
 - c. The board voted on the minutes of the August meeting with the two amendments. The minutes were approved unanimously.
- VII. Generative and Strategic Work (35 mins)
 - a. Trustees (13 mins) –
 - i. It was reported that the trustees were approached about the Hale Foundation renting space from St. John. They are looking for a rental to begin in about six months. The Board recognized the need for further exploration and discussion. The first step is for Hale Foundation representatives to come and look at the space. After further discussion, it was proposed that Hale Foundation look at the space, and then we would need to look into the finances, insurance, etc.
 - ii. Penn Roofing thoroughly looked at the roof. They said recoating is not needed, but there are other issues.
 - b. SPR (3 mins) –
 - i. It was reported that all of the paperwork to the District and the Conference for Jenny to return as St. John’s pastor has been submitted on time. Jenny’s salary package can be voted on in the October meeting.
 - ii. The board was reminded of the Ministry Teams document that was sent. It is to be finalized in November.
 - c. Finance (19 mins) –
 - i. There was a question about the IRS freeze on new applications for Employee Retention Credit. We are waiting to hear back from Smith and Howard Advisory. It was asked about any needed reimbursements related to Annual Conference. That has all been taken care of for this year. Going forward the financial figures will be needed to input.
 - ii. Compiled Budget for 2024 – It was noted that this is a first pass. \$570,474 is the requested amount which is close to recent years.
 - iii. Budget Report (11 pages) – The content of the 11-page report was explained. The Board was asked if the detailed report (11-page) is needed for each meeting, or if the summary in the Finance Team Report is enough. The Board determined they were okay with the summary. The more detailed report can always be shared if needed.
 - iv. Endowment Committee documents – It was expressed that the documents need to be addressed. It was said that the District Superintendent needs to be involved. There will be a meeting with him in October, and a decision on the documents will be made this year.

- VIII. Communication (1 min) – The business that took place at today's meeting was reviewed.
- IX. Next Meeting (<1 min) – The next meeting will be on October 22.
- X. Closing (<1 min) – A closing prayer was said, and the meeting was adjourned.