



St. John UMC
Leadership Board Meeting

Date & Time:	Tuesday, May 20, 2025
Location:	St. John United Methodist Church Room 108
Pastors in attendance:	Rev. Jenny Anderson
Leadership Board in attendance:	Charles Dixon (Leadership Board Chair & Trustees), Mark Barron (Staff Parish Relations, Lay Leader), Rich Bias (Finance—Chair), Tonya Currier (Staff Parish Relations & Annual Conference Representative), Dan Griggs (Finance), Paula Matson (Staff Parish Relations), Mary Ottinger (Finance), Karen Phelps (Secretary), Warner Spooner (Trustees), Stephanie Quattlebaum (Mission and Ministries Representative), Greg Capers (Trustees—Chair)
Church members/staff:	Absent: Sawyer Branham (Young Adult)

Opening— The meeting was opened with prayer.

Spiritual Formation – Each Board member shared in response to the question “How is it with your soul?”

Leadership Equipping for Guiding Principles— Board members had reviewed an updated Guiding Principles document prior to the meeting. See addendums. Questions were clarified and the updated Guiding Principles were approved.

Review of New People – Jenny shared that she is hopeful for new visitors to attend St. John’s Lake services as we move out of the sanctuary for the summer.

Goal Review and Accountability

- Work continues on ADA improvement and implementation. Trustees are reviewing railing for the sanctuary altar area to assist in getting to the lectern. The chapel

bathroom is now closed for repairs and will be updated for easier use for people with walkers and wheelchairs. The trustees are also in conversation about installing a push button door at the parking lot entrance.

- Vote taken by email. – On May 13 there was a unanimous email vote approving the replacement of the piano in the choir room for the \$1000 cost of the move.

Review of April Minutes - corrections were given; minutes were approved with corrections.

Generative and Strategic Work

Trustees - Charles Dixon reviewed the Trustees report.

- o **Balcony** -The mold testing in the balcony was positive. Insurance will not cover the cost of replacing the carpet or the flooring on the balcony. The various options (including leaving this issue for the hurricane committee to address) were discussed. Ultimately, Tonya Currier moved to approve the balcony carpet being replaced with the same flooring being installed in the main sanctuary floor because of the hurricane damage. Mark Barron gave a second. The recommendation passed with two abstaining: Warren Spooner and Rich Bias.
- o **Handicapped Accessibility** - Trustees continue to work on making the building more handicapped-accessible. There is a plan for the following:
 - Put signage in the front of the building to direct people who need handicap entrance to the back of the building.
 - Add a ramp to from the Narthex to Courtyard.
 - Two handrails on all stairwells.
- o The smoke detector is currently not tied into the main alarm system. Some upgrades were made to the sound system. It is unclear if these were secondary to the storm.
- o Trustees are considering a utility trace (mapping of pipes and wiring) for the building.
- o When the new piano is delivered, the current one will be removed. That is part of the plan cost/pricing.
- o The next workday is May 31 with main tasks of removal of vines, weeds and trimming of bushes.
- o Brief discussions with no definitive actions taken.
 - It was asked how long the Telfair Road construction, which is a county/city project, will take. Members of the committee, the pastor and church staff have all talked to commissioners and other city officials but have been unable to obtain any updated information on the project.
 - Discussion about the number of pews and the spacing thereof.
 - It was clarified that the damage to the stucco walls in the sanctuary was only cosmetic, and the painting of the sanctuary will fix it.

Staff Parish Relation - Report was given by Tonya Currier.

Several church members will be attending the North George conference. Tonya made us aware that the conference (and accompanying documents) will provide updates to benefits and compensation packages.

Finance Team Report: Rich Bias drew our attention to the three main updates from the finance team.

- The operating budget has a deficit of approximately \$24K from January to April. Contributions for this period total \$135,619. This represents 93% of the budgeted contributions for the same period.
- Rich requested a vote on the three additions recommended by the finance team for the guiding principles(see finance team report page 3). It was moved to accept these additions to the guiding principles and the vote was unanimous to approve.
- There was a discussion about capturing church staff employment hours that were spent on hurricane response, relief, and recovery. The leadership team is aware that church staff invested a lot of time and energy on hurricane relief and recovery. The need is a record to account for those hours. Rich Bias urged that the accounting record begin now.

The generative and strategic work reports from Trustees, SPR and Finance were accepted and approved.

Communications

- Guiding principles were approved.
- Minutes were approved with submitted edits.
- Replacing the balcony floor with the same flooring as the sanctuary (with carpet stair runners) was approved.
- Workday to maintain the grounds was set for May 31.
- Reverend Anderson will take the lead on proposing a process for capturing the hours that staff have spent on hurricane recovery efforts.

Next Meeting—Tuesday June 17, 6:30; Consent Packets materials due June 10

Closing— Mark Barron gave a closing prayer, and the meeting was adjourned.