



St. John UMC
Leadership Board Meeting

Date & Time:	Tuesday, June 17, 2025, 6:30 pm
Location:	St. John United Methodist Church Room 108
Pastors in attendance:	None
Leadership Board in attendance:	Charles Dixon (Leadership Board Chair & Trustees), Mark Barron (Staff Parish Relations, Lay Leader), Rich Bias (Finance—Chair), Sawyer Branham (Young Adult), Tonya Currier (Staff Parish Relations & Annual Conference Representative), Dan Griggs (Finance), Paula Matson (Staff Parish Relations), Mary Ottinger (Finance), Karen Phelps (Secretary), Warren Spooner (Trustees), Stephanie Quattlebaum (Mission and Ministries Representative), Greg Capers (Trustees—Chair)
Church members/staff:	Beth Dixon, Communication Director Absent: Rev. Jenny Anderson

Opening— The meeting was opened with prayer by Karen.

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

Leadership Equipping for Guiding Principles— there were no further updates, comments or changes.

Review of New People — no specific names were shared.

Goal Review and Accountability

- Improved Accessibility of the Building - updates were given on handrails in choir loft, pulpit area, and stairwells and on the ramp from the narthex. The chapel bathroom is now closed for repairs and will be updated for easier use for people with walkers and wheelchairs. The trustees are in conversation about installing a push button door at the parking lot entrance
- Fellowship - next fifth Sunday was identified August 31. No specific fellowship event was shared. Fellowship time with cookies and lemonade in the courtyard after worship will continue to occur while we are worshipping in the fellowship hall.
- Stewardship
 - The connection team has been identified and is already reaching out to visitors and new members.
 - The stewardship team has been selected .

Review of Minutes 6:41 p.m.

- Corrections and edits were identified. Minutes were approved with corrections.
- Karen recommended to the group that draft minutes be sent to all members as soon as the draft is completed so that edits and questions could be corrected, clarified and consolidated prior to the consent package. The committee agreed and recommended there be a suspense date for comments and corrections.

Generative and Strategic Work

Trustees - Report was not in the consent package, but was reviewed by Greg Capers

- DCCM Cost sharing -There is some uncertainty about the cost sharing agreement. Greg will need to clarify with Reverend Anderson whether that agreement has been approved. Some members shared information that DCCMs board has had concerns about the amount that we had verbally agreed on which was '\$500/month for the rest of this year and \$650/month for 2026.
- Slate roof is completed, brick has been sealed, and most of the copper flashing is completed. We are awaiting additional copper flashing to complete that work. Gutters are ordered.
- The pianos have been moved.
- Sanctuary lighting upgrade is being planned. The greatest urgency is we will not be able to get lightbulbs for the current chandeliers much longer.
- Repairs and upgrade to the sound system have been completed.
- Tie smoke detectors into fire panel
- May 31 workday grounds improvement was a success.

Dan Griggs suggested that we maintain a pictorial record of our accessibility improvements in order to nominate St. John to the North Georgia Conference for an accessibility award.

Concerns were raised about some trash in front of the church and a trailer with pylons and roofing material on it especially with the upcoming Pride parade, which will come in front of the church. Beth Dixon agreed to explore the ownership of the trailer. Beth followed up via email on June 18th informing the committee that the trailer belongs to Penn Roofing and the trailer will be moved by the end of the week. Representatives of the trustees agreed to deal with the trash and debris.

It was asked about when the next meeting would be with Tim James, the facility manager, and the trustees. A meeting has not been scheduled but Trustees will ensure to schedule a meeting soon and includes Tim.

Staff Parish Relations - Report was given by Tonya Currier.

St. John was awarded a BEAT grant (Barnes Evaluation and Administration Team) from the North Georgia Conference. It will fund a three-year part-time position for a Director of Programs and Discipleship. The job is posted on Indeed and St. John's website as well as listed with the district and the conference. The rest of the SPR report was included in the consent package.

Finance Committee Report: The report was in the consent package. Rich Bias focused the team on the following:

- The operating budget deficit would be closer to \$40 K by the end of the month.
- Operating expense/office was 54% over budget which was likely due to not being budgeted appropriately. He will meet with Beth Dixon to go through line items it so we can budget appropriately for the coming year.

Rich also clarified to the group that:

- There is no separate policy or rider to insure the organ. The organ and pianos are covered under the general policy with Brotherhood.
- Lake property facilities are listed as separate individual locations under the general policy.

The **Generative and Strategic Work Reports** from Trustees, SPR and Finance were approved.

Appreciation was expressed to Beth Dixon for her presence at the meeting. Members found it helpful to have her perspective and knowledge at the meeting.

Communications

- Minutes were approved with edits.
- Trustees, SPR and Finance reports were approved.
- Draft Minutes will be sent ASAP to the entire group with a suspense date for edits prior to consent packets.
- Rich Bias & Beth Dixon will review office operating expenses in detail.
- Trustees to ensure trash & debris will be cleared before Pride Parade.
- Greg Capers will clarify with Reverend Anderson the status of the DCCM cost sharing agreement for our 8th St. property.

- Reverend Anderson will take the lead on proposing a process for capturing the hours that staff have spent on hurricane recovery efforts

Next Meeting– Sunday August 24, 3 pm; Consent Packets materials due Monday Aug 18th.

Closing– 7:46 pm Warren closed with prayer.