



St. John UMC  
Leadership Board Meeting

Date & Time:	Sunday, Nov 30, 2025, 12:15 pm
Location:	St. John United Methodist Church Room 112
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), Greg Capers (Trustees—Chair), Tonya Currier (Staff Parish Relations—Chair & 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),
Church members/staff:	Beth Dixon, Operations Coordinator Absent: Sawyer Branham (Young Adult)

**Opening**— The meeting was opened with prayer by Rev Anderson

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

**Leadership Equipping for Guiding Principles**— No updates.

**Review of New People** – Rev Anderson shared that a new family was interested in joining. A young man named Ashton had visited twice; he had moved from the greater Atlanta area and is a teacher at McBean Elementary. Susanna and Mary Johnston plan to join the church.

#### **Goal Review and Accountability**

Improved Accessibility of the Building

- Still working on sidewalk that goes around the church to make that safer. The tree by the shed has been removed. It was causing uneven sidewalk thus trip hazard.

- Handrails in the sanctuary, and choir loft are installed.
- The lighting in the archway at the front of the courtyard was installed, which is important prior to our Christmas Eve service.
- *Reverend Anderson will work with facilities manager, Tim, looking at the transitions at door frames to make those safer and more accessible. No update on this project.*

Stewardship –

- Per Rev Anderson Stewardship team agrees to establish and implement a plan to raise at least \$12,000 for the 2026 operating budget as requested by the Finance Committee.
- Team will meet next week.

**Review of Minutes.**

- Board approved October 2025 Minutes.

**Generative and Strategic Work**

**Trustees** - Greg Capers reviewed the report submitted by the Trustees Team. He reviewed the listed findings and suggestions that are detailed in the Trustee Minutes. The DCCM board is aware of these recommendations and suggestions. DCCM application for grant, deadline is now but will not find out about the results of the award until February 2026. See Trustee minutes for the details. Tim is aware of the small repairs and will begin doing those.

**Staff Parish Relations** – Report in consent package and reviewed by Tonya Currier.

- Tonya asked that we go into executive session to discuss the groundskeeper/assistant facility position, and the assistant sound tech position.
- After discussion and clarifications, both positions were approved unanimously contingent upon an approved budget that covered their salaries. Executive Session ended.
- Reverend Anderson also reported that there are two potential candidates for our new staff position, Director of Programs and Discipleship. She will be meeting with each candidate this week.

**Finance Committee Report:**

Finance committee met on the 10th & 20th November. Minutes and proposed budget were in consent packet.

Finance Chair, Rich Bias highlighted:

- 11% increase in amount pledged.

- November giving was the highest month this year.
- that our deficit is now at \$29,000 down from \$43,000.

There were six recommendations from the Finance Committee with a request for the Leadership Team to review and vote for approval. After it was reported that the Stewardship Team agrees to establish and implement a plan to raise at least \$12,000 for the 2026 operating budget, only 4 of the recommendations needed to be approved since 2 recommendations are part of the proposed budget.

Leadership team unanimously approved the following:

1. 6-month CD set up at South State Bank with a \$200,000 transfer from money market account with Rich Bias and Mary Oettinger to have signature authority. Finance team has determined we have enough cash on hand to be able to move this money to a 6-month CD account and earn 1.3% higher interest rate.
2. The adoption of \$51,000 deficit limit in the annual budget before using any of the restricted ERC fund balance (IRS refund)
3. If required no more than \$20,000 from the ERC account should be used towards balancing the 2026 budget. Efforts should be made to not exceed this amount each year as the intent is to have these funds available for use over the next three years (2026, 2027, 2028).
4. With the agreement by the Stewardship Team to raise at least an additional \$12,000, adoption of the 2026 budget as proposed by the Finance Committee.

Rev Anderson announced that the conference submitted a grant on St John's behalf to UMCOR for disaster relief and we are being awarded \$20,000. Additionally, we received \$1000 from the conference to be used for SNAP relief. \$500 will be used in DCCM food distribution and \$500 for food distributed by our Clothes Closet each Tuesday.

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

There will be a vote via email this week about the last leadership board an at-large membership.

The endowment committee met on November 12. Chair is Nesbitt Dashler.

The leadership team approved via email the Endowment Committee of Chip Mattson, Linda Walker, Ralston Wilder, the Chair of Finance and the Chair of Trustees.

### **Communications**

- Approval of the Groundskeeper/Assistant Facility Manager position.
- Approval of the Sound Technician position.
- SPR to track the hours of both new positions to not exceed set limits.

- Budget Approved as proposed by Finance Committee.
- Finance committee's recommendations:
  - 6-month CD set up at South State Bank with a \$200,000 transfer from money market account
  - The adoption of \$51,000 deficit limit in the approved annual budget before applying using any of the restricted ERC fund balance (IRS refund)
  - If required, no more than \$20,000 from the ERC account should be used towards balancing the annual budget.
- Trustees to communicate to DCCM about facility safety inspection with the recommendation for DCCM to implement those recommendations.

The board recognized Charles Dixon, Tonya Currier, Stephanie Quattlebaum, and Rich Bias for their 3 years of service on the Leadership Board. Additionally, Rich Bias has agreed to continue his service on the board extending beyond his three-year term. Gratitude for their leadership, service and expertise was expressed.

**Next Meeting**– Next leadership meeting is January 25th at 12:15. The retreat is February 27, 28

**Closing**– Prayer by Karen