



St. John UMC
Leadership Board Meeting

Date & Time:	28 February 2026 12:50 PM
Location:	Phinizy Swamp
Pastors in attendance:	Rev. Jenny Anderson
Leadership Board in attendance:	Mary Ottinger (Leadership Board Chair & Finance), Rich Bias (Finance—Chair), Paula Matson (Staff Parish Relations - Chair), Warren Spooner (Trustees- Chair), Greg Capers (Trustee), Alison Wright (at large), Dan Griggs (Finance), Mark Barron (Staff Parish Relations, Lay Leader), Karen Phelps (Secretary), David Johnston (Staff Parish Relation); Sawyer Branham (Mission and Ministries Liaison)
Church members/staff:	Absent - Nichole Kuehl (Trustees) Beth Dixon, Director of Communications; Rebekah Bryant, Director of Programs and Discipleship

Spiritual Formation – Alison Wright led our spiritual formation with a centering devotion. Inviting the light of Christ into our retreat and meeting time. The book “Weak Enough to Lead” by James Howell will be used for our spiritual formation this year.

Review of New People –No Update

Review of Minutes. Board approved Jan 2026 Minutes.

Generative and Strategic Work

Trustees - No Trustees report was submitted.

Warren reported that Trustees had not formally met, thus no report submitted, but did report:

- The doorway from the breezeway to the Fellowship Hall had been completed
- Tim will get additional quotes for the LED lighting in the Sanctuary.
- Tim will also secure estimates for the upstairs bathroom remodeling project.
- Handrails for stairs to choir room have been ordered.
- Work is almost completed with painting room 126, which will become the office for the UMCOR social workers; Rebekah will move into room 124

- A church grounds workday will be 21st of March with back up day 28th of March. Warren will craft an email invite that will be pushed out through the church office.

There was discussion and brainstorming of various ways to collect and or advertise facilities, improvement projects to secure groups or collections of individuals to either perform these projects or to pay for them

Two pending items from our previous goal of improving accessibility of the building were identified. Both items are in the purview of the Trustees and will be followed by the Trustees' team.

- The uneven area on the sidewalk around the building was discussed. Warren explained that concrete patch to decrease the risk of tripping would be needed.
- Discussion about doorway transitions within the building have begun.

Staff Parish Relations – Report in consent package and reviewed. Paula Matson gave the report

Only action item for the board was the change in the Employee Handbook page 3 in regards to holiday compensation. There was discussion about the exact language and number of days off when Christmas falls on a Saturday.

- Friday is no longer a compensatory day off since the church office is closed on Fridays.
- A weekend was defined as Friday, Saturday, and Sunday.
- When Christmas is on a Saturday then Friday is also a holiday(Christmas Eve) therefore employees will be given Monday and Tuesday off as compensation for working those holidays.

The board unanimously approved the Employee Manual Ver 7: February 28, 2026 with the above clarifications.

Finance Team Report:

Finance report was submitted. The only item for discussion was Wednesday night supper finances. Previously the board had approved that this activity should be self-supporting. It has not been self-supporting and has run in the deficit. Kitchen funds have been used to offset this deficit.

The board affirmed that this activity does align with our values and our mission. Ways of financing this activity were brainstormed and discussed. Ultimately, board approved that 4 to 5 event parking sessions should be earmarked to support the Wednesday Night Suppers to help offset the deficit in funds. Jenny, Beth and David will ensure that this happens. The board also charged the Finance Team with re-evaluating the price for individuals, children and the max amount for families. The team will bring its findings and any recommendations to the March board meeting.

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

Approval of the composition of the Endowment Committee. The endowment committee lost a member due to that person moving out of town. The endowment committee recommends Charles Dixon to serve on the board as a replacement for that previous member. The leadership board approved Charles Dixon as an addition to the endowment committee.

Communications

1. Church workday March 21

2. Approved employee manual with specific amendment
3. 5 parking sessions will be designated to help offset the Wednesday night supper fun
4. Finance committee will re-evaluate the price for individuals, children and max amount for families.
5. Composition of the endowment committee was approved.

Next Meeting– Next meeting March 29 Sunday at 4 pm