

## 2016 Leadership Team Meeting Minutes

May 17, 2016

Present: Pastor Don Olson, Scott Ambroceo, Katie Sandford, Gail Lewis, Rob MacNevin, Phyllis Swirka, Nancy McCarthy

Absent: Pastor Dave Capozzi

1. Prayer: Scott Ambroceo opened in prayer
2. Ongoing Ministry Items:
  - a. Clerks Minutes of May 17, 2016-Motion made to approve, Seconded and passed
  - b. Financial Report:
    - i. YTD Financials-Month ending YTD April 30, 2016 (Sunday Worship)\$15,853 averaging \$3,963 per week, \$663 below the weekly budgeted amount of \$4,626. As of April 30, 2016 Undesignated Funds are \$6,899.61. May YTD-two week total of \$7,672 averaging \$3,836 per week. All Bills are paid to date
    - ii. Financial Secretary-Andrea Sawyer will begin first Sunday of June , 2016
  - c. Congregational meeting follow-up discussion with Mable Sawyer-Mable was unable to attend the congregational meeting, Scott Ambroceo spoke with Mable regarding any questions or concerns she may have regarding the meeting agenda, any questions/concerns were addressed and finalized
  - d. Pastor Olson Report: See 3A under New Ministry Items for PO report
  - e. Pastor Dave Report: Pastor Olson reported for Pastor Dave stating there will not be Hi-league meetings this summer however PD will continue "Deep Thoughts With Dave" two times a month for the summer. PD would also like to collaborate with other youth groups once a month this summer to make sandwiches for Father Bills. PD would also like to continue discussion on future plans for the Youth Group
  - f. Administrative Assistant
    - i. Farewell to Becky Phelan(previous employee and member of church) still pursuing a date
    - ii. Update on volunteer staff person, Martha Richardson- Martha is excited to volunteer 12 hours a week (Wednesday and Friday) in the church office, she has the skills and desire to serve in this role as a ministry to the church. It is noted that Martha went through the complete process of obtaining the position even though it will not be a paid position for her.
      1. Lindsay Buzzee will also be volunteering this summer on Mondays during her semester break from school
  - g. GTV-FTM-Where is God leading Us-Part II
    - i. Leadership Team (excluding Pastors Olson and Capozzi) 15 minute roundtable discussion follow-up from last month on where do we see our church in the next 3-5 years.
    - ii. Pastor Olson rejoined the meeting for an open discussion. Much of the discussion was in regard to consideration of Pastor Dave planting a church in Brockton. PD has met with Denominational and East Coast Conference Leaders to discuss this possibility. Pastors Olson and Capozzi will meet with Jason Condon (East Coast Director of Church Planting) to further explore this possibility. Communication to the congregation on GTV discussions and PD's exploration of a Church Plant will be done the beginning of June
    - iii. GTV-FTM- Chair Vacancy-Will not be filled
  - h. Ministry Coordinator Updates:
    - i. Local Missions
      1. 2017 Lent Soupfest-Ongoing
    - ii. Ministry Support Team vacancy- Leadership team members will fill in for this vacant position
    - iii. Facilities
      1. YMCA payment for backboard damage-update: No update

2. Gym Light Conversion-Considering converting to LED lights in the Multi-Purpose room too lower electric bill considerably. The savings will offset the cost of the lighting. John DeLano and Jim Clements are on board with this. They will pursue and report back
  3. Natural Gas Line- a small leak was identified, piping will have to be replaced, facilities will investigate
  4. Ice Dam Insurance Claim 2014-2015 winter-remaining balance- \$10,461 (to be used for painting and carpeting)Motion made to replace the office carpet (Pastor Olson and administrator) and ask Chris Smith to get quotes on cost. Motion passed
- iv. Coordinators/Liaisons for 2016-2017 (March 2016-February 2017)
    1. Faith Community- discussion on Faith Community to be continued
    2. Follow-up on Janet Ek's report- Scott Ambroceo will distribute report to LT, further discussion will then go forward
  - i. Update Solar Power consultants-Governor signed bill to open up availability, Kellie Bolinder will pursue possibility for church to obtain solar power
  - j. Update "Welcome Bay Ministry"
    - i. Deb Beary has resigned as administrator, Katie Sandford will inform Nancy Ohlen and Mabel Sawyer of the resignation.
    - ii. Database-ongoing
    - iii. Administrator-Ongoing
    - iv. Teams of visitors-Only five gifts left to be delivered
  - k. Update Staff reviews- all areas- process (schedule), Forms, Job Description are being worked on
3. New Ministry Items
    - a. Samaritan Fund policy- Increase maximum/year by \$100.00
      - i. Motion was made, seconded and passed for the following increases:
        1. Active members and friends of Community Covenant Church from \$400 to \$500 maximum gift in a twelve-month period. An additional gift of \$300 for fuel assistance (heat) may be granted in a twelve-month period
        2. All others-increase maximum gift from \$100 to \$200 in a twelve-month period. An additional \$200 for fuel assistance (heat) may be granted in a twelve month period
    - b. EB Hope office space:
      - i. EB Hope requested office space for their project. A motion was made to allow office space and request \$200 per month as rental fee. Motion seconded and passed. PO will communicate to EB Hope. The corner room near PD office has been designated as office space for EB Hope. (LT approved the rental fee of \$150/month via email May21, 2016)
    - c. Global Missions: Kelly and Fred Prudek are retiring on April 30, 2016, expenses will discontinue
    - d. Global Missions: Steve Swanson is joining his wife (Barbara) as a career missionary
      - i. Discussion pursued on who do we support, who determines who to support.do we use the Prudek donation to support the Swanson's? Should we add Covenant Missionaries to Japan, Miho & Grant Buchholtz since we currently have no missionaries in Southeast Asia? Pastor Olson and Jen Capozzi will seek a meeting with the small group on missionaries to discuss the situation
  4. Communion June 5, 2016: Rob MacNevin, Gail Lewis, Scott Ambroceo, Nancy McCarthy
  5. Next Leadership Team meeting: June 14, 2016
  6. Prayer; Scott Ambroceo closed in prayer

Respectfully Submitted,

Nancy McCarthy, Clerk