

2016 Leadership Team Meeting

July 19, 2016

Present: Pastor Donald 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 June 14, 2016-Motion made to approve minutes, motion passed
 - b. Financial Report
 - i. Year to Date (YTD) Financials-month ending June 30, 2016 was \$15,091 (Sunday Worship) averaging \$3,773 per week, \$853 below the weekly budgeted amount of \$4,626
 - ii. Undesignated funds \$5,884 as of June 30, 2016
 - iii. Automatic giving (auto pay by Vanco) has changed their administration cost from a monthly flat fee to a % of use. Currently we have budgeted \$35 monthly for the charge which is estimated to go up to \$70 based on percentage of usage
 - iv. Global Mission error regarding the Prudek's- The Prudek's are officially retiring April 2017 not 2016. The misunderstanding of the retirement date generated a four months advanced payment to the Prudek's
 - v. Facility Property insurance will be \$1,400 over budget due to a larger premium increase than anticipated
 - vi. Health insurance over budget due to an increase of premiums of \$2,000 per Pastor per year
 - vii. Workman's Comp will be over budget approximately \$800 by year end
 - viii. The increases stated will equal approximately \$6,500-\$6,800 over budget. The LT continues to look for ways to decrease spending without affecting our Ministry
 - ix. Motion made to approve the Financial report, motion passed
 - c. Pastor Olson Report
 - i. Martha Richardson Administrative Assistant is coming along very well
 - ii. Discussed best use and timing of the Cornerstone such as publishing bi-monthly. Pastor Olson asked the LT to evaluate and consider best practices for the Cornerstone Newsletter for future discussion
 - d. Pastor Dave Report-(given by PO)
 - i. Pastor Dave will be preaching at other Covenant Churches in the near future as follows: Jamaica Plain August 7th, Easton September 4th
 - e. Ministry Coordinator Updates:
 - i. Local Missions
 1. Spring Soupfest-no updates
 - ii. Local Missions will coordinate a school supplies drive
 - iii. Facilities

1. The YMCA gave a payment of \$1,000 for repair of basketball backboard. The payment was put directly into the maintenance fund
 2. Natural Gas Line-gas company found no recording of leaks
 3. Jim Clements will be attending a LT meeting, Scott Ambroceo will coordinate a date for him to attend
 4. Chris Smith has been authorized to have new carpet installed in the offices. Motion was made to approve up to \$1,500 for carpet, motion passed
 - iv. Coordinators/Liaisons for 2016-2017 (March 2016-February 2017)
 1. Faith community-Is still open. Nancy McCarthy to meet with Janet Ek on responsibilities of the position
 - f. Update-Solar Power consultants-no updates
 - g. Update Welcome Baby Ministry
 - i. Deb Beary resignation-no replacement to date
 - ii. Data-base, PO keeping up to date
 - iii. No other updates at this time
 - h. Update-Staff reviews: No updates
 - i. GTV-FTM
 - i. Q&A first session #1
 1. The first Q&A session discussing Church Planting was well attended by 14 people. PD articulated his vision very well. Positive feedback was received. The next Q&A session will be July 23, 2016
3. New Ministry Items
 - a. Women's Ministry has requested permission to have a Tea after Service on October 16, 2016 in honor of Pricilla Borden who will be retiring as the East Coast AVA Coordinator. Priscilla will participate in the worship by reading scripture. Motion made to approve the Tea, motion passed
 - b. Benefit Concert request: in memory of Susan Bolinder her former boss and friend Dr. Stephen Straus would like to have a benefit Concert with proceeds going to the memorial Fund and Mass General Hospital. The date is to be determined. Motion was made to approve, motion passed.
 4. Upcoming Communion August 7, 2016- Rob MacNevin, Phyllis Swirka, Gail Lewis, Nancy McCarthy
 5. Next leadership Team meeting- August 9, 2016
 6. Prayer: Scott Ambroceo closed in prayer

Respectfully submitted,

Nancy McCarthy, Clerk