

2017 Leadership Team Minutes

May 16, 2017

Present: Pastor Olson, Michelle Peebles, Gail Lewis, Phyllis Swirka, Peter Vacchi

Not in attendance: Steve Patt, Kim Buschenfeldt

1. Prayer – gratitude journal – PO opened with the gratitude journal
2. Ongoing ministry items
 - a. Clerk’s minutes April 18 – motion made to approve, seconded and passed
 - b. Financial Report – GL reviewed current financials. Undesignated funds are at \$724.57. There are several payments not yet made including those to the denomination, conference and some global missions. GL/PO will take a look at what has not yet been paid. There are several financial changes that happen in the summer which lower our monthly expenses including reduced cleaning services and summers off for Charlie Dillingham. Currently, the actual giving does not match the budgeted giving, this is posted in the SYK each week. Will make a further clarification of financial position by including a monthly spending update in the SYK. Will also plan on sending out mid-year giving statements with a letter. Review next month to see if we need to recommend budget cuts to the congregation.

Noted that the designated fund for “GV-FM Campaign Costs” has a positive balance of \$1,023.07. This money, along with funds from the Estates/Bequests funds, was used to pay for Pastor Dave – should have emptied this fund (GV-FM) first. Motion made to transfer remaining balance in GV-FM Campaign costs fund back to Estates/Bequests fund. Motion seconded and passed. GL will update Bookkeeper Karl Buschenfeldt.

 - i. Update: Financial Secretary – Gail Lewis volunteered to take on this role next year. Still need to find someone for the Fall/Winter of this year.
 - ii. Workers’ Comp Insurance – received credit, approximately \$400, applied to this year’s fees.
 - iii. Signatory updates for church checking account and youth checking account have been completed. One more letter needed to update signatories for Samaritan checking account, will get taken care of in the next couple weeks.
 - iv. CD Funds are currently in a couple different formats, one of them is more easily accessible for electronic transfers – will move all the funds into the more easily accessible type. GL will work with Bookkeeper Karl Buschenfeldt.
 - c. Pastor Olson Report - PO
 - i. Computer upgrades – Admin computer hard drive crashed, new one purchased for \$59.99 and installed, most data was backed up. Need to reboot the key system and load some additional software and will also need to have tech come out to re-network.
 - ii. Preaching on May 28 – Pastor Ron Mancini will be preaching on May 28th
 - iii. Safer Places Committee Chair – Ruth Carrigan has accepted the position (announcement made at Annual Meeting)
 - iv. Inquirer’s Class – held on May 13th, 4 people in attendance. Will look at setting up another class for the folks who weren’t able to make it.
 - v. PO met with Cowlicks & Pigtails owner for 3 month review. Made some clarifications to agreement, updated contract signed.
 - vi. PO will be on vacation on July 2nd, Worship & Music will select someone to preach on this day.
 - vii. FYI, received a letter from David & Patty Sawyer with request for transfer of membership. Membership transferred on May 10th.
 - viii. Sign for no food/beverages in the sanctuary was taken down, will put back up and MP will put a note in the SYK with an explanation of the intent to keep the space sacred and focused on worshipping.

- d. Updates from Facilities Coordinator - SP
 - i. Ideas for front area – no update
 - ii. Need to move items back into the classroom that was re-carpeted, PV will connect with SP to get this taken care of. Also, we received a check for \$82 refund (to go back into maintenance fund) because the baseboards did not need to be replaced.
 - e. Updates on Amazon Smiles program – will continue to leave the slide in the powerpoint greetings on a monthly basis. Working on adding a direct link in our website. Will also include a notice in the mid-year giving statements.
 - f. Ministry Team Coordinators/Liaisons for March 2017 – Feb 2018
 - i. Updates for Global Missions, Youth Ministry, Faith Community coordinators – continue to pray, include in “mission moment” update from the LT (see 3f below)
 - g. Highlights from Annual meeting in SYK – MP will draft and send to the office
3. New Ministry Items
- a. Worship Celebration in 2017 – invitation to serve on ministry teams – waiting for coordinators to be in place
 - b. Staff Evaluation forms – changes/updates – no updates
 - c. Solar power consultants – SP met with Coneco who is running more analytics but does not appear we have enough land to produce enough electricity to offset the cost. Also looking at another solar partner, SP reached out but no response yet. Will follow up.
 - d. Church Vitality - MP shared some material from the covenant website, this may be one pathway toward congregational health and we are interested in learning more. MP will invite Kreig Gammelgard (Associate Superintendent of the East Coast Conference and Directory of Congregational Vitality)
 - e. Request from annual meeting – link between attendance and giving? Discussed at length that it is not possible to quantify this into meaningful data. The number of people present does not necessarily reflect the amount of money being given.
 - f. Communication from LT in a mission moment – a member of the LT will provide a “mission moment” on a monthly basis, generally the Sunday following the monthly LT Meeting to share what is being discussed, actions taken, etc. MP will provide the first one on May 28th, next one scheduled for June 25th.
- 4. Communion June 4 Steve Patt, Michelle Peebles, Peter Vacchi, Gail Lewis
 - 5. Open Session – someone approached GL to ask for a follow up on Brian Madvig meeting, Gail shared that much of what was specifically discussed is confidential, but will see things happening in the future. LT will work on sharing these connections as we discern next steps.
 - 6. Next Meeting: June 20
 - 7. Prayer – MP closed in prayer
 - 8. Motion to Adjourn 10:04 pm, seconded, passed

Respectfully Submitted,

Michelle Peebles, Acting Clerk