

2017 Leadership Team Minutes

September 19, 2017

Present: Gail Lewis, Pastor Olson, Steve Patt, Michelle Peebles, Phyllis Swirka, Peter Vacchi and Kim Buschenfeldt

1. Prayer – gratitude journal – Phyllis opened with the gratitude journal
2. Ongoing ministry items
 - a. Clerk’s minutes August 22, 2017 – A few revisions to be made and will be e-mailed out to LT – Motion to approve, seconded and passed via e-mail
 - b. Financial Report – Gail reviewed current financials; 1/1/2017 through 8/31/2017 including total givings to date and balance sheet; we saved \$345 per month on cleaning expenses July through September Gail will include in the “SYK” an additional “Missions” offering opportunity on September 24th; she will also include an update on the total “Missions” givings to date
 - i. Update on Financial Secretary
No update
 - ii. Updates on Amazon Smiles program
Gail reached out to Amazon Smile to follow up on donation; they informed her that if the total monthly donations is under \$10.00 then it will be rolled over into the following month
 - iii. Monthly financial reports
Gail to draft e-mail to be sent in regards to monthly Financial PO to create e-mail distribution list to include members and active attendees
 - iv. Update on missionaries
Another “special” offering will take place towards Missions on Sunday, September 24th
Money collected for Missionaries will be distributed in the following order: People; Organizations; Conference and then the Denomination
Inquiry has been made as to LT plan to get current with our commitments to Missions
Will communicate via LT mission moment & SYK
 - v. Start planning for 2018 budget
PO will provide an electronic copy of the budget via e-mail; Peter will convert to an Excel document
LT to review and make recommendations via e-mail; meeting to review proposed 2018 budget will be held on Wednesday, October 11th at 6:30pm
 - c. Pastor Olson Report
 - i. Covenant Community Bible Experience – Fall 2017
E-mail blast will be sent out in regards to dates/times for small groups encouraging people to sign up; limit to 12 per group
Reading will begin on September 25th
 - ii. Website updates
Ongoing – no additional updates
 - iii. Women’s Ministries Retreats
Community Covenant Church Women’s affirms and supports two Women’s Retreats:
 - East Coast Conference Women’s Ministry Retreat in the Fall at Pilgrim Pines Conference Center
 - Spring Women’s Retreat hosted by Patty Sawyer in Sebago, ME

- d. St. Pauly Textile, Inc – clothing drop off shed
Steve met with them and they do not require a contract; placement of the shed will be in accordance with East Bridgewater zoning therefore it will be placed between the pine tree and the dumpster; should be delivered at the end of October
- e. Ministry Team Coordinators/Liaisons for March 2017 – Feb 2018
 - i. Updates for Youth Ministry, Faith Community, Facilities
No update
 - ii. Fall work day
Steve and Peter reported on results – Thanks to all 18 who assisted; looking for to another cleanup day to be scheduled in the Spring
 - iii. Solar power consultants – Steve
No Update
 - iv. Women Ministries Chair
Michelle announced that Beth Stewart has resigned as Co-Chair for Women’s Ministries; she shared her resignation letter with the team.
Women’s Ministries will vote on accepting the resignation
 - v. Operation Christmas Child - books update
Operation Christmas Child books will be available for a \$5 donation; all proceeds will go towards Operation Christmas Child
 - vi. Facilities – ideas for front walkway
Steve and Peter are working on a plan to repair involving pavers and grass; goal is to keep the cost under \$10,000
 - vii. Leaders for rooted
No update – Still in search of Leader(s) to replace Betti; Kim will review recommendations with Betti
 - viii. Worship Team
Phyllis has reached out to Mike Bolinder and he has agreed to take on the role of leader of the Worship Team. Steve Patt & Melissa MacDonald will assist 1x/month
PO will reach out to set up monthly meetings with the music/worship teams
- f. CHIC Fundraising
Peter reached out to Ruth Carrigan and she has agreed to take to lead on the fundraising efforts for CHIC
Will reach out to those families who have children who could attend in regards to whether they will be attending CHIC
- g. Search committee formation
Currently have 6 out of 7 Pastoral Search Committee members: Michelle Peebles, Peter Vacchi, Gail Lewis, Kim Buschenfeldt, Ellen Capozzi and Ernie Johansen
Currently in search of one more member
- h. Weekly prayer circle
Steve to follow-up with Renie Ellis
- i. November Congregational Meeting
To be held on Sunday, November 5th after worship; FYI – It is a Bye Week for the Patriot’s
- j. Staff evaluations by end of year
Kim to e-mail electronically to LT; Staff to complete self-evaluation and forward to respective LT member that will be completing/delivering their appraisal

3. New Ministry Items

- a. Request for fundraiser

Janet Cheney reached out to Michelle requesting to hold family-style dinner in which any and all donations would go towards Breast Cancer; proposed to have dinner following worship on either October 22nd or October 29th; Multi-purpose room is available on 10/29; consensus from LT to hold dinner on 10/29 after worship

b. Communication from LT in a mission moment – Sept 24

Michelle will do the update; it will include thank you for all who participated on the church clean up; another opportunity to assist with clean-up will be in the Spring; awesome turnout for Rally Day; thank you to all who assisted; still in search of one additional member for the Pastoral Search Committee – looking for any suggestions/recommendations; delivery of St. Pauly shed in late October; Save the date for the Congregational Meeting to be held on Sunday, November 5th and clarify our understanding on human sexuality

4. Communion October 1st: Michelle Peebles, Gail Lewis, Kim Buschenfeldt; PV will ask someone else to cover
5. Open Session
Carol Ostlund reached out to Peter to notify him that she will no longer be maintaining the Memorial Garden
Large copier in office needs to be repaired – will research the cost to repair it
6. Next Meeting will be held on October 24th - note date change
7. Motion to Adjourn, seconded and passed at 10:48pm