

## 2017 Leadership Team Minutes

October 24, 2017

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

1. Prayer – gratitude journal – Kim opened with the gratitude journal
2. Ongoing ministry items
  - a. Clerk’s minutes September 6, 2017 and September 19, 2017 - Motion to approve, seconded and passed October 11, 2017 - 2018 Proposed LT Budget for Upcoming Congregational Meeting –Motion to approve, seconded and passed via e-mail
  - b. Financial Report – Gail reviewed current financials; 1/1/2017 through 9/30/2017 including total givings to date and balance sheet  
Gail will print updated financials to include offerings through 10/29/17 for Congregational Meeting
    - 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 we haven’t received anything yet the total donation is still under \$10
    - iii. Monthly financial reports  
Items which will be included in financial updated e-mails will be total expenses, actual income, total # of weeks for each given month. Solicit feedback on other information that should be included
    - iv. Update on missionaries  
Received another \$1,000.00 towards Missions  
All the “people” for Missions have been paid through September  
We are not current with payments to the Conference and the Denomination  
Thank you to the Congregation for your generosity!  
Peter proposed that the wreath fundraiser proceeds go towards the Missions instead of CHIC; the CHIC account balance is currently enough to cover the costs for those to attend including chaperone(s); Peter will reach out to Ruth Carrigan to discuss the proposal
    - v. Reviewed proposal for 2019 budget  
LT is looking forward to the 2019 budget; we will revisit at the next LT meeting
  - c. Pastor Olson Report
    - i. Website updates  
Ongoing – no additional updates  
Reviewed information Pastor received in regards to a SSL (Secure Sockets Layer); LT determined it is not necessary to have one because we do not accept electronic payments on our website
    - ii. Repayment of \$24,000 housing loan  
Pastor and Gabrielle wanted to repay \$20,000 of the loan now; PO submitted a check to LT  
Gail will work with Karl to create an account to post it to
  - d. Ministry Team Coordinators/Liaisons for March 2017 – Feb 2018
    - i. Updates for Youth Ministry, Faith Community, Facilities  
No update
    - ii. Solar power consultants - Steve  
No update

- iii. St. Pauly Textile, Inc – clothing drop off shed  
Installed on November 1<sup>st</sup>; placed in the corner of the parking lot between the pine tree and the dumpster
- iv. Women Ministries Chair – Phyllis  
Pending discussion
- v. Properties – ideas for front walkway – Steve and Peter  
Tabled until next year
- vi. Leaders for rooted  
Kim reviewed potential names with Betti
- vii. Worship Team - Monthly Meetings – Pastor Olson  
PO to follow-up with Worship Team on scheduling monthly meetings  
Steve will be filling in for Mike Bolinder once a month
- viii. Memorial Garden  
Gail sent out a thank you note to Carol Ostlund for her many years of caring for and maintaining the garden  
LT will reach out to Congregation looking for volunteers that may have a “green thumb” and have an interest in assisting with the garden
- e. CHIC Update & Request – KB/PV  
Erik Olson will be attending; waiting response from other eligible students who may be attending  
Erik will be attending with the Attleboro Church; LT in full agreement that CCCEB will pay for the cost of him to attend CHIC
- f. Search committee update  
Currently all 7 Pastoral Search Committee members: Michelle Peebles, Peter Vacchi, Gail Lewis, Kim Buschenfeldt, Ellen Capozzi, Ernie Johansen and Matt Llanes  
First meeting is scheduled on Wednesday, November 8<sup>th</sup> at 6:00pm. Howard Burgoyne will be attending and providing members with an orientation to the process  
Introduced team to Base Camp; this is a project management tool
- g. Weekly prayer circle  
Steve to reach out to Renie Ellis via phone to discuss/coordinate
- h. November Congregational Meeting  
Meeting will be held in the sanctuary; food will not be provided  
Phyllis will reach out to Charlie to notify him that meeting will be held in the sanctuary; she will also let Charlie and Susan know that there are no cost of living wages in the budget for 2018 and ensure that Charlie is aware that he is in the budget for a full year's employment  
Michelle will put together PowerPoint slides  
Steve will open in prayer; Kim to present minutes; Peter will have copies of handouts and have the microphone available; Gail to present financials; Ruth Carrigan to represent nominating committee and present the ballot  
MP will reach out to a few members to be “tellers”; if needed

### 3. New Ministry Items

- a. Communication from LT in a mission moment – October 29  
Steve will do the update; it will include Pastoral search Committee orientation meeting to be held on November 8<sup>th</sup>; Howard Burgoyne will be present; LT is looking forward at the budget for 2019; St. Pauly shed has arrived
- b. Update on office copier repair/replacement  
Repair person came to look at copier at a cost of \$130.00; the developer may need to be replaced; estimated cost is \$250 plus labor  
Consider purchasing a gently used printer; Pastor will ask Martha if she can research costs

- c. POI – newspaper article from member to be shared w/LT  
Mabel Sawyer provided an article to Michelle in response to sharing our position on Human Sexuality; article was shared with LT
  - d. Cowlicks & Pigtails possibly rent additional space  
Approached Pastor to inquire about the possibility of renting out the nursery space in addition to the current space they are renting
  - e. Purchase 3 pagers for Nursery pager system  
Purchase 3 pagers to replace broken ones; cost will be \$130.97  
Proposed to pay out of memorial fund - Motion to approve, seconded and passed
  - f. Snowplowing Contract  
PO received contract for 2018 season from Scapeway Gardeners; same exact rates as this year – Motion made to accept, seconded and passed. Michelle will sign contract
4. Communion October 1<sup>st</sup>: Peter Vacchi, Steve Patt, Gail Lewis and Kim Buschenfeldt
  5. Open Session  
Gail shared that Janet Ek picked up Christmas cards from the Heritage House and has offered to make them available for a \$1.00 donation towards Operation Christmas Child – Motion made to approve, seconded and passed  
Phyllis mentioned concerns regarding the storing of items in the choir closet
  6. Next Meeting will be held on November 21, 2017 at 7:00pm
  7. Michelle closed in prayer
  8. Motion to Adjourn, seconded and passed at 9:32pm