

Governing Board meeting minutes

Location:	Room 102 - North Campus
Date:	August 16, 2023
Time:	7:00 PM - 9:00 pm
Attendees:	Rose Konrath, Daniel Davis, Deb Humphrey, Alice Finley, April Howe, Rebecca Wolfe, Molly Hagkull, Kristyn Anderson, Lois Zook, Doug Torrance, Andrew Wildman Seth Stearns, Glen Miles
Guest:	Lynne Ayers
Absent:	Catherine Adams, Ginny Barney, Tricia Baxley

Agenda items

1. Call to Order - Molly Hagkull
2. Devotions - Deb Humphrey
3. Consent Agenda Items - Molly Hagkull
 - a. May minutes
 - b. Chair Report - Capital Campaign Task Force
 - c. Operations Report
 - d. Rose Konrath moved that the Board accept the consent agenda items as presented.
 - e. Doug Torrance seconded the motion.
 - f. An affirmative vote was unanimous.
4. Community First Question - Molly Hagkull
 - a. Each Board member was asked to share a “leaving the nest” story related to themselves or their children as some Board members were sending their children off to college.
5. Board Nominating Committee - Alice Finley
 - a. Governing Board/Deacon nominations

b. Church Nominating Committee

6. Pastor-Parish Relations Committee - Alice Finley

- a. Alice introduced some updated procedures and timeline for the Senior Minister evaluation.
- b. She will be sending a tool to be used in the evaluation to Board members and will collect feedback.
- c. There will be further discussion at the September Board meeting.

7. Discussion: Governing Board Bylaws - Molly Hagkull

- a. Molly presented some proposed edits to the Governing Board Bylaws that would better align them with the language that was recently updated in the Constitution.
- b. She asked that Board members review the proposed changes and offer their comments.

8. Director of Operations Update - Seth Stearns/Deb Humphrey

a. Audit update

- i. The audit is going well. The audit of the 2022 Foundation financials is completed. A report is forthcoming. The audit of the church 2022 finances is scheduled to be completed by the end of September.

b. Staff Handbook Policy update

- i. Seth presented proposed changes to Appendix B of the Employee Handbook. This section was previously focused on the church's policy related to COVID. The proposed language now is expanded to speak to pandemics and infectious illnesses. Additionally, the vaccine mandate has been removed.
- ii. It was suggested that the first sentence in the first paragraph include "the customers of The Trading Post".
- iii. A motion was made by Rebecca Wolfe that the proposed changes made to Appendix B be adopted with the suggested edits.
- iv. Doug Torrance seconded the motion.
- v. Motion was unanimously approved.
- vi. Financial report

1. Financial Dashboard was shared.

- a. Pledges and contributions were below budget. Giving is always lower in the summer but July was lower than expected.
- b. Akita was short of budget due to volume and some unexpected expenses.

- c. Mary Evans continues to be below budget due to the challenge of finding teachers.

2. The forecast reflects a shortfall driven by:

- a. The challenge of finding teachers for MECDC.
- b. Reduction in giving.
- c. Additional costs incurred in the Worship & Arts Music department.
- d. The Business Office is actively working to mitigate the proposed shortfall.

9. Sr. Minister Report - Glen Miles

- a. Glen acknowledged his appreciation to the Governing Board for the opportunity to take his sabbatical.
- b. Glen acknowledged his appreciation for the staff and their outstanding work while he was away.
- c. We continue the search for a Minister of Mission and Justice.
- d. We plan on filling the Minister of SLLC role by November 1, 2023. We are finishing the revisions to the job description.
- e. Our Ministerial Intern, Jennifer Garvin, will begin in her role on September 1, 2023.
- f. Glen referenced the book, *When the Church Stops Working*, by Andrew Root and Blair Bertrand. He asked the Board to consider that in the middle of addressing the challenges that the church faces, we take a moment to make room for God; to wait on God and the Spirit.

10. Prayers & Celebrations - Glen Miles

11. Adjournment

12. Opportunities to serve

- a. Akita Sunday - August 20th, 2023
- b. Tailgate Saturday - September 9, 2023
- c. Kick-off Sunday - September 10, 2023
- d. Giving Campaign begins September 16, 2023

Key Takeaways

- 1. The Governing Board should be sharing the changes in the Nomination Committee process.**
- 2. The 2022 financial audit will be completed by the end of September.**
- 3. The financial forecast of the church reflects a shortfall but there are several steps being taken by the Business Office to mitigate the shortfall.**
- 4. The Capital Campaign continues to require attention from the congregation as it is imperative that we pay off the bank loan as soon as possible. The increased interest rate on the loan is creating a very serious impact on the church's future ministries and programs within the next year.**
- 5. While we address the challenges facing us and our church let us remember to make room for God; to wait on God and the Spirit.**
- 6. Opportunities to serve**
 - a. Akita Sunday - August 20th, 2023**
 - b. Tailgate Saturday - September 9, 2023**
 - c. Kick-off Sunday - September 10, 2023**
 - d. Giving Campaign begins September 16, 2023**

Respectfully submitted by Seth Stearns