

Governing Board Meeting Minutes

Location:	Room 101 - North Campus
Date:	November 20, 2024
Time:	7:00 PM - 9:00 pm
Attendees:	April Howe, Lois Zook, Rebecca Wolfe, Dwayne Ackley, Rose Konrath, Catherine Adams, Kristyn Anderson, Jim Hutchins, Dan Davis, Charlie Boltwood, Molly Hagkull, Mark Hollinger
Ex-officio attendees:	Liz Compton, Glen Miles
Guests:	Eric Mulchaey, CPA and Dan Jeffery, CPA: ARM CPA
Absent:	Ginny Barney, Jen Short

Agenda items

1. Call to Order - April Howe
2. Devotion - Catherine Adams
 - a. Catherine read a poem “Thanks be to God” by Janie Alford from the book Poems that Touch the Heart.
3. Measuring What Matters question: What are you most thankful for this season? - April Howe
 - a. Answers included family, couples circle, 1st Community family, and the experience of teaching children about bees.
4. Consent Agenda
 - a. October Minutes
 - b. Operations Report
 - c. Revised Staff Handbook
 - d. Personnel Committee Report
 - e. PPRC Update/Senior Minister Review
 - f. Lois Zook made a motion to accept the consent agenda, with corrections to the October minutes
 - g. Rose Konrath seconded the motion.

- h. An affirmative vote was unanimous.

5. Audit Review

- a. Eric Mulchaey, Partner, and Dan Jeffery, Sr Manager from ARM CPA attended to deliver the audit report for the 2023 financial statements.
- b. Eric delivered the required communications: there were no difficulties, no misstatements, and no disagreements with management. This qualifies as a clean audit.
- c. Molly Hagkull made a motion to accept the audit report.
- d. Jim Hutchins seconded the motion.
- e. An affirmative vote was unanimous.

6. Continuing Budget

- a. Catherine Adams made a motion for a continuing budget through January 2025.
- b. Rebecca Wolfe seconded the motion.
- c. An affirmative vote was unanimous.

7. Financial Report - Liz Compton

- a. YTD through October we are \$100k below budget for the year. The forecast remains unchanged at \$224k below budget. The challenge remains the revenue shortfall, resulting in ongoing cash flow issues.
- b. The 2025 Giving campaign remains encouraging. We have \$1.7MM in so far, up 13.75% over last year.

8. Senior Minister Report - Glen Miles

- a. Glen shared his reflections on leadership, particularly from Edwin Friedman's book A Failure of Nerve.
- b. The FC South Assessment Team has formed 4 task forces:

Engineering Review, chaired by Pam Shisler
Landscape and Engagement, chaired by Bill Mead
Communication, chaired by Tom Stewart
Interviews with FC South attended, chaired by April How

The full team has two meetings scheduled for December
- c. On Giving Tuesday, December 3, we will launch a year end campaign, Unwrapping Generosity. The goal of this campaign is to make up the budget deficit.

9. Nominating Committee Slate - Molly Hagkull

- a. Molly presented the vetted list of candidates for Nominating Committee. Each GB member submitted their ranking of the candidates. Molly will tally the rankings and start calling from the top of the list to get to the final slate of 6 candidates.

10. PPRC Update

- a. Molly explained the Sr. Minister Review form. She will send a Google doc to each GB member soon, so they may submit their review.

11. Closing

- a. GB members shared their joys and concerns.
- b. Glen led a closing prayer.
- c. Meeting adjourned

Key Takeaways

1. The audit of 2023 financials is complete. ARM CPA gave us a clean audit.
2. Revisions to the staff handbook are complete and have been approved by GB.
3. As of October 31 we are \$100k below budget for the year, again due to the shortfall in revenue.
4. On Giving Tuesday we will begin a year end campaign, Unwrapping Generosity, help cover the budget deficit.
5. Annual slate for Nominating Committee is being finalized.