

**Excelsior United Methodist Church
Leadership Team Meeting
Minutes 4/28/24**

Attending:

Tyler Cronk, Jill Jewel, Jim Stromberg, Jennifer Brady Johnson, Phil Pulitzer, Beth Firkins, Brooke Steiner, Sarah Nelson

Communication: Jill Moves to approve minutes, Jennifer seconds, passes unanimously

Ministry Update (Jennifer & Beth)

- May 16th Ministry Leadership Meeting (evening)
- gathering/collecting descriptions of each Ministry, time commitments, documenting what people are signing up for
- communicate budget to each team
- Brooke asked for a 1 page budget communication, Tyler will provide for 5/16 Ministry Meeting
- Challenge with outreach- budget spends are decided by each team, but there isn't an overall look at budget spending (across groups). We want self-sufficiency, but consistency.
- Leadership has oversight of the budget, each team works together with leadership to manage budget per ministry
- We need to move toward a "Narrative Budget"
- Maybe we should look at our church overhead spending differently. Possibly spread out the overhead across ministries?
- grants available for ICA
- Jill - Simpson Supper is adding Jim Gagnon to help organize meals
- Need to replace the Rainbow Flag outside of church, Jill purchased a Pride Progress Flag.

Finance Update

Tyler

- Finance Report in Asana
- Reviewed Budget Reporting Process
- Working with Ministries - spending out of reserve funds, communication
- Goal is for finance team to track budget transparency- track against spend for each ministry reimbursement process adjustments - new form to fill out in order to accurately track reimbursed spends
- Discussion on an approval process? Hierarchy for purchases? Group decided it was unnecessary unless there are problems - no issues identified so far, just issues with communication of budgets vs spend.
- Process is/should be the Leaders of each Ministry team gets their team budget and is responsible to those spends (leaders should be copied on reimbursed spends within their team)
- Trustees budget should be managed/communicated with Jim and/or Jill
- Brooke will cover budget/communication at Ministry Meeting
- Brooke will show a Budget/Financial Report at Ministry Meeting on 5/16
- Update from Kaitlin Holm - made significant dent in GAP for operation budget for 2024

-Brooke and Kaitlin are working with Scott Searl as strategist for fundraising/narrative for future moving forward.

-Focus on mission of the church instead of \$\$ per ask

-Tyler walked through Liabilities and the reason we haven't re-financed is due to high interest rates and options are in the minutes from last month.

-Tyler reviewed the Statement of Activity, looks good and on budget.

Brooke Update

-Leadership party in July with families to gather at Newell's house (7/25/24)

-Conference Update - Peter Cleaveland is lay representative for Annual Conference

-Sermon writing series in June

-Outdoor Service planning is underway

Trustees

submitted report by Jim

-Spring Clean Up, super successful, filled dumpster 9am-noon. Cleaned up Boiler Room and Annex

-Enlisted project volunteers for certain projects, check-ins with Trustees

-Created a website with a central hub, for projects, records etc.

-Insurance

-do we insure the organ? What types of claims would be accepted?

-do we need to pursue insurance for the bell? Leadership unanimously approved we do NOT need to pursue

-Phone System - phone for emergencies implemented

Sarah

Playground Update: ground breaking, moving forward. Will update at the next meeting with insurance, other items.

-Sarah and Jim signed Lease Agreement for So-Hi Community Park

SPRC

Music Director Position - 3 candidates (all interviewed)

Jane will sub-in interim

Bill is coordinating Gail's good-bye service

Close-Brooke