

Excelsior United Methodist Church
Leadership Team Meeting Minutes
September Meeting
9/17/2024 6:30PM ZOOM

Attending: Brooke Heerwald Steiner, Julie Newell, Tyler Cronk, Phil Pulitzer, Beth Firkins, Bill Lester, Jennifer Brady-Johnson and Sarah Nelson

Minutes Approved by Julie Newell

Recap

The team discussed various topics including the approval of meeting minutes, the landscaping around the playground, and the implementation of new strategies for Sunday school. They also discussed the hiring process for a new music director and the budgeting process for the upcoming year. Additionally, they reviewed the financial performance, discussed the activities of the anti-racist team, and planned for the transition of Sarah from a full-time position to a part-time role as the youth director.

Next steps

- Julie to reach out to teammates not present about the leadership dinner on October 15th
- Sarah to coordinate with trustees and green space committee on tree placement for the playground
- Bill, Phil, and Brooke to finalize details for offering the music director position to Jeannie Schubitz
- Tyler to check cash balances and determine appropriate amount to pay down on the line of credit
- Brooke to update staff manual and provide to new music director
- Ministry team to introduce budget planning process at next ministry leaders meeting
- Brooke to monitor impact of not rehiring for Director of Community Engagement position

Meeting Summary

Housekeeping

- Next Leadership meeting, initially scheduled for October 27th, would be replaced by a stewardship kickoff
- Possibly schedule a meeting in early November. Additionally, Julie reminded the team about a leadership dinner on October 15th, which would discuss stewardship, and encouraged full attendance with spouses. Brooke was tasked with reaching out to the absent teammates to ensure their participation.

Sarah - So-Hi Park

Landscaping Discussion and Memorial Tree Placement

Julie proposed a discussion about landscaping around the playground. The City of Excelsior offered to provide trees for shade in the park. The group agreed to meet with the Green Space Committee and trustees to finalize plans. They discussed potential locations for planting memorial trees, including near the playground and fruit trees. Sarah raised concerns about grading and ensuring trees aren't too close to the playground surface. The team considered consulting a landscaper for guidance on tree types and placement, with Bill suggesting the city could also provide expertise.

Bill and Phil - SPRC

Tyler - Finance

Exceeding Annual Contribution Goal and Expense Management

Tyler reported the team had exceeded their annual contribution goal of \$455K, reaching \$358K so far, with optimism to exceed it further based on positive feedback. On the expense side, they were underspending by \$25K due to unfilled positions and reduced property costs. The team planned to use restricted funds to cover a cash gap before year-end. Decisions were made on approaching individuals with options, and family bonding time was discussed.

Budgeting Process and Team Involvement Discussion

Tyler initiated a discussion about the budgeting process for the upcoming year, seeking input from the team on when to finalize the budget. Jennifer suggested starting with the pledges and then crunching the numbers. Brooke proposed asking ministry teams to submit proposed budgets, emphasizing the importance of ownership and planning. Bill

agreed, stating that it would help to involve the teams in the budgeting process. Jennifer and Brooke also discussed the potential for teams to have different budget expectations, with Brooke suggesting that teams justify their budget requests in terms of how they align with the church's mission. Tyler presented a comparison of the 2024 and 2023 budgets, highlighting the impact of summer giving on the church's finances.

Capital Campaign and Financial Updates

Tyler reports that contributions totaled \$480-\$490K, slightly above the budgeted \$455K, with most coming from pledged families. The capital campaign raised \$1.63M, with \$30-\$40K in outstanding pledges from 91 contributing families. Tyler mentions potentially paying down the line of credit and creating a new facility. Brooke suggests using cash to make a payment, reducing the interest rate, but Tyler cautions against dipping below the owed amount due to ongoing payments. Tyler notes a \$2,500 facilities rental income and that QuickBooks calculates the opposite of expectations.

Beth & Jennifer - Ministries

Anti-Racist Team Activities and Ministry Transition

Jennifer and Brooke discussed the activities of the anti-racist team, including a movie screening on September 30th and a sermon in November by Dawn Houser, a Native American theology person. They also mentioned the donation of a burly tree seedling from the descendants of historic highway 55. Jennifer and Beth planned to meet with John Pickle to discuss structuring the different ministries. The team also discussed the transition of Sarah from a full-time position to a part-time role as the youth director, and the potential impact on the community engagement team. The next meeting was scheduled for October 15th, and Julie planned to reach out to Jim and Bill to join the meeting.

Submitted by Sarah Nelson