

2/23/17 Minutes -- Strategic Leadership Council

St. John United Church of Christ, Bellevue KY

Meeting duration: 5:30 pm – 8:20 pm

Attending: Louise Hall (chair), Theo Baldwin, Lonnie Fields, Steve Howes, Dale Sexton, Melissa Stephens, Pastor Keith Haithcock

Guests: Mitch Leigh

Prayer and Preparation

Steve Howes provided a meditation and prayer. All read the St. John Vision and Mission and the SLC Goals statement (from Charter documents).

Strategic Leadership Council Goals... *In the spirit of the above Vision and Mission statements and in order to transform St. John United Church of Christ into a vital, fully alive mission outpost - receptive to the Word of God, moved to action by the Holy Spirit and living the commission of our savior Jesus Christ - the **Strategic Leadership Council (SLC)** establishes...*

Consensus Items approved: 2/23/17 SLC Agenda, 1/26/17 SLC Minutes

Technology Committee Report – Mitch Leigh

- Mitch referred to a recent UCC document on “Five Tips of Church Renewal,” which relate to his strong interest in increasing technology engagement at St John church:
 - Stop Settling for Mediocre Worship
 - Turn Your Members into Ministries, Not Managers
 - Create Environments of Innovation
 - Seminaries are great, but we need more learning partners.
 - Start Embracing Technology
- Future plans for the Ludwig Media Center
 - Two new video projects are now in progress.
 - GoFundMe project: crowdsourced fundraising, wherein a large number of people give small amounts.
 - Need to create videos that are unique, emotional, and appealing to spur potential donors to give to this project. There will be no cost to the church for this initiative.
 - Sandy Kerlin will serve as production manager for this project. Mitch and Sandy will be the project team.
 - A humorous video is the plan, and Mitch is seeking volunteers to serve as actors.
 - Goal is funding for the AV project – renovation, installation, new features in technology. A full renovation for technology upgrades had previously been quoted at \$30,000, but would need to be updated.

- Mitch seeks approval to proceed with the video and campaign. He would also like to engage the wider UCC to promote our funding campaign.
 - MOTION: Lonnie moves that we grant the authority to proceed with a GoFundMe campaign toward sanctuary technology renovations. Melissa second. Motion passed.
 - Documentary video for grant application
 - National Endowment for the Arts, Challenge America grant – focus of the grant is on small to medium institutions that offer anything engaging the public through art. We are focusing on Music on the Avenue’s community engagement with this effort. The grant provides funding of up to \$10,000.
 - Project team is Mitch, Tim Smith and Sandy Kerlin. Mitch’s team will share the grant application and any liabilities, commitments with SLC as their work proceeds, and seek SLC’s final signature for the grant.
 - Deadline is April 13. Many requirements for submitting video/audio and other materials.
- St. John Website Renewal Fee
 - The website fees have previously been paid for by Mitch’s own funds.
 - Web hosting, email hosting, online donations, database tracking (prayer concerns, pastoral requests).
 - We also host the sub-site for the Illumination Youth Group, at an additional cost.
 - Hosting by InMotion hosting, chosen because they are cheap and have experts to assist with WordPress (platform used for website).
 - Cost for the 3-year website hosting renewal is \$359.64, with a renewal date of 2/20/2020. There is currently no budgeted line item for the website hosting cost.
 - SLC approved payment of the renewal fee.
 - ACTION: Future budgets must account for this web hosting fee when the renewal comes due (most likely in 2020).

Review of Church Policies

- Steve began discussion on the existing approved policies and procedures, distributed to SLC by email for comment earlier in the month. Discussion centered on the following policies:
 - Flag Display Policy
 - Pastor’s Discretionary Assistance Fund
 - Parking Lot Policy
 - Short-Term Parking Use Form
 - Inclement Weather Procedure for Canceling Worship Policy
- ACTION: Regarding parking lot, Steve will determine what towing company we use and what replacement signage we need to obtain or purchase.
- At the next SLC meeting, Steve will review the remaining existing policies and procedures. At a later time, SLC will also begin discussion drafted/not approved policies and not drafted/not approved policies.

- ACTION: Final versions of approved policies (without any specific login information removed) will be posted on website in PDF format.

Financial Reports and Updates

- Dale reviewed the January 2017 Treasurer's Report.
- Dale requested a year-end financial report from the Music on the Avenue ministry. ACTION: Dale will report on MOTA expenses in future Treasurer's reports.
- Dale reviewed the balance sheet detailing financial activity for December 2016.
- MOTION: Melissa moves to approve the January 2017 Treasurer's report. Steve second. Motion passed.
- MOTION: Melissa moves to accept January Financial Secretary's report. Steve second. Motion passed.
- Melissa discussed the new January 2017 Budget Worksheet detailing the year-to-date (YTD) Balance, YTD Budget, Annual Budget, and Budget Projection. At present, this report reflects 5 of 12 months of activity, and projects ahead for a 12-month income and expenses.

Pastor's Report

- MOTION: Melissa moves that six covenant members be removed from the membership rolls, per church bylaws process: Tristan Day, Mallory Fausz-Muddiman, David Foust, Sandy Showell, Dennis Sunderman, and Patti Webb. Steve second. Motion passed.
- Pastor Keith requests to obtain carpeting for the choir rehearsal room. MOTION: Lonnie moves that Pastor Keith be authorized to spend up to \$400 from the Memorial Fund for carpeting needs in the choir rehearsal room. Dale second. Motion passed.
- Pastor Keith provided the President with the annual letter regarding his housing allowance amount for 2017 calendar year.
- A Northern Kentucky University Senior has arranged for building use for a senior project theater performance on March 30-31, April 1. The student will use the Avenue Stage and fellowship hall for a fee of \$400 plus a \$50 deposit for an accessible lobby key card.
- Pastor Keith described "Our Whole Lives," a sex education curriculum developed by the UCC and Unitarian church. In support of a St. John youth, Pastor Keith will leave worship early on an upcoming Sunday in order to attend a training on the curriculum.
- On March 18, St John's Congregational Care team members and others will attend a multi-congregational care training.
- Progress is slow for finding a new Illumination Youth Group Coordinator.
- On May 17, the Brighton Center will host a finance workshop, "Two Cents About Finances," at St. John.
- Pastor Keith asked to standardize the fee for payment of a substitute musician. MOTION: Melissa moves that substitute keyboard musicians be paid \$100 per Sunday rehearsal/service. Lonnie second. Motion passed (4 yea, 1 nay).

- Pastor Keith will draft two letters to confirm with SONKA that our quarterly designation should be allocated: 1/3 to National Church, 1/3 to Ohio Conference, and 1/3 to SONKA. The first letter will be an initial communication to SONKA, the Ohio conference, and the National Church confirming our intent. The second letter be a standard communication included with each Quarterly designation.
- Keith reminded all that this is St. John's 130th Anniversary. He shared plan to celebrate this this in the next Prevues newsletter.
- Keith and Sue Jelinek purchased a yard sign to reconfirm our commitment to Extravagant Welcome. The sign is written in 3 language (English, Spanish, Arabic) and says "No matter where you are from we're glad you are our neighbor." SLC affirmed the posting of this sign throughout the year on the church lawn.

Annual Meeting Preparations

- Louise discussed her intent to have each committee prepare a report for the annual meeting. ACTION: Louise will draft a letter to committee chairs regarding format, content and timing for the reports. Each committee will highlight key areas to share via a PowerPoint slide. Tim Smith will create the slides.

Investment and Endowment Committee

- The Investment and Endowment Committee will provide an update at the March SLC meeting.

Nominations Process

- Three SLC positions will be open for nominations: Treasurer, Member-At-Large (replacing Melissa), and President-Elect.
- Steve will chair the Nominating Committee.

OMG & SLC Joint Meeting

- ACTION: Louise will ask Theo to send a thank-you letter to LaRosa's for the donated lunch.

Adjournment: Melissa moves to adjourn, Dale second. Motion passed.

Minutes recorded by: Theo Baldwin, SLC Secretary and Steve Howes, SLC President-Elect

Next SLC meeting scheduled for **Thursday, March xx at 5:30 pm**. Meditation: Theo. All are welcome to attend.

Treasurer's Report January 2017

For SLC Meeting of St. John Church United Church of Christ

Submitted by: *Dale Sexton 02/23/2017*

	<u>December</u>	<u>January</u>
<u>5/3 Main Checking</u> (X7605)		
1/14 Beginning Balance	28,692.57	32,163.62
Checks	(6,894.75)	(11,316.26)
Withdrawals / Debits	(11,396.26)	(10,546.60)
Deposit / Credits	21,762.06	22,562.73
02/15 Ending Balance	32,163.62	32,860.49 <i>-(not an reconciliation balance)</i>

<u>5/3 Memorial Fund</u> (X8394)		
1/1 Beginning Balance	6,588.54	7,758.62
Withdrawals / Debits	(0.04)	(441.27) <i>Christmas poinsettia</i>
Deposits / Credits	1,170.12	60.13
01/31 Ending Balance	7,758.62	7,377.48 <i>(not an reconciliation balance)</i>

<u>United Church Funds Invested Funds</u>	<i>Market Value</i>	
01/01 Balance at Beginning of Period	55,585.10	56,484.51
Income Reinvested 4 th Qtr 2016	180.96	0.00
Change in Value during Period	0.00	1,117.20
01/31 Balance end of Period	56,484.51	57,601.71 + /-

<u>BB&T Checking</u>	<i>(OLD in/out for loan)</i>	
12/30 Previous Balance	9,709.37	9,703.37
Checks	0.00	0.00
Withdrawals, Debits & Service Charges		
Service Charges –Prior Period	(4.00)	(4.00)
Deposit, Credits and interest	0.00	0.00
01/31 New Balance	9,703.37	9,699.37

<u>BB&T Investments</u>	<i>Market Value</i>	
1/1 Previous Value	100,124.98	100,910.36
1/30 Estimated Portfolio Value	100,910.36	103,570.77 + /-

MOTA Checking.... (X) No Report

Current Running Balance from Quicken (including checks written but not posted in main account)

5/3 Main Checking	32,867.88	(as of 2/23/2017)
5/3 Memorial Fund	7,377.43	(as of 2/23/2017)
UCC Invested Funds	58,645.94 +/	(as of 2/21/2017)
BB&T Checking (OLD in/out loan)	<u>9,703.37</u>	(as of 2/21/2017)
	108,594.62	
BB&T Investments	<u>106,758.25</u> +/-	(as of 2/21/2017)
	215,352.87	