

## 7/21/16 Minutes -- Strategic Leadership Council

St. John United Church of Christ

Meeting duration: 5:30 pm – 7:30 pm

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

### Prayer and Preparation

Louise provided a meditation and prayer. All read the St. John Vision and Mission, as well as 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: 6/30/16 SLC Minutes, 7/21/16 SLC Agenda

### Generative Discussion

WIT Ministry Update (Louise)

- Louise provided an update on activities since the June 8<sup>th</sup> meeting regarding the discontinuation of the WIT ministry. Discussion on a letter of reply received from the former WIT chair.
- ACTION: Louise will prepare and send a brief letter of response and clarification.

Keys and Access Cards

- SLC affirmed the church's tradition (not a policy at present) that once an individual is no longer in a leadership position or serving on a committee, keys and/or access cards must be returned to the church office.

Emergency Operations/Procedures/Policies

- Phone system enhancements: Louise discussed phone system enhancements with Mitch, including an added phone in the lounge, allowing for intercom connections to the external entrances. At present, there is no external company available to program our phone system.
- ACTION: Lonnie will review phone/speaker options.
- Louise provided an update on wooden door enhancements. She shared a \$630 estimate (contracting with Rich Wandstrat) for repair of hinges and repainting (same color) of the church's wooden doors, and for a license allowing him to perform work in Bellevue. Following discussion, SLC also agreed to ask him to check the door's lock mechanisms for any improvements. ACTION: Louise will contact him and confirm that work may begin.

- SLC discussed other future security upgrades and potential fundraising efforts (e.g., campaign for church security and safety).
- ACTION: Melissa and Lonnie will update future usher training in light of new security needs.

#### Building Maintenance Coordinator Follow-Up

- Dale has established the [FixIt@StJohnChurch.net](mailto:FixIt@StJohnChurch.net) email address for reporting of building issues.
- Dale plans to create an online spreadsheet (available to SLC and church staff) to document and prioritize building maintenance issues and needs.

#### Building Use Coordinator Follow-Up

- Potential volunteers are yet to be contacted.

#### Confirm Monthly Meeting Date/Time

- Louise confirmed that the regular meeting time for SLC will be the 4<sup>th</sup> Thursday of each month from 5:30-7:30pm.
- Exceptions: the November & December meetings will be held one week earlier. New meeting dates are November 17 and December 15.

#### SLC Retreat

- Scheduled for Aug 27-28 (Sat-Sun) - Sat 9-5, Sun 1-4. Location TBD.
- ACTION: a small committee (Louise, Melissa, Theo, Pastor Keith) will plan agenda and focus areas for the retreat, and will share this proposal with the full SLC.

### Reports

#### Investment/Endowment Committee Update

- SLC discussed questions from the new Investment/Endowment Committee (membership: Tim Smith, Dean Griffith, Pat Giglia). This committee will work closely with the Treasurer and Financial Secretary.
- SLC agreed that current scope of this committee's is the Ludwig bequest (at BB&T bank) and the United Church funds (invested funds). The Memorial Fund is in under scope at this time.
- ACTION: Louise will ask the Endowment Committee to provide an update for the August SLC meeting.

#### SLC update for Prevues

- ACTION: Melissa will report on the building maintenance coordinator and building updates.

#### Meditation Rotation Schedule 2016-2017

- Meditation schedule is as follows: July - Louise, August - Theo, September- Steve, October - Melissa, November - Dale, December - Lonnie, January - Pastor Keith, February - Steve, March - Theo, April - Melissa, May - Dale, June - Louise.

#### Youth Advisory Board Update

- Raniele Jago has stepped down as our Youth Advisory Board representative. Jeff Draper has volunteered to step into this role.
- MOTION: Lonnie moves to appoint Jeff Draper as St John UCC's new Youth Advisory Board representative. Steve second. Motion passed.

#### **Future Agenda Items**

Policies Discussion: Personnel Policy, Social Media Policy, Finance Policies, Alcohol Use Policy, Records Retention Policy, Safe Conduct Policy (formerly Safe Church)

**Adjournment:** Dale moved to adjourn, Lonnie second. Motion passed.

Minutes recorded by: Theo Baldwin, SLC Secretary

Next SLC meeting scheduled for **Thursday, August 25 at 5:30 pm**. Meditation: Theo. All are welcome to attend.



No Treasurer's Report for this meeting, due to technology issues.