

July 27, 2017 Minutes -- Strategic Leadership Council

St. John United Church of Christ, Bellevue KY

Meeting duration: 5:30-7:30 pm

Attendees: Steve Howes (President), Keith Haithcock, Bill Machuga, Ginnie Kelly, Alan Imberg

Absent: Theo Baldwin, Lonnie Fields

Guests: Investment Team - Tim Smith, Dean Griffith, Pat Giglia

- Presentation and conversation with Investment Team RE: Recommendations for investment fund in BB&T Accounts (see appendix)
- **MOTION by Alan Imberg (second by Bill M.):** That SLC add \$100 weekly (\$5200 annually) to the MMAP to the Ludwig invested fund, which is currently held in the BB&T account. A guideline document will be developed by the Investment Committee and SLC for management of these funds which will include a quarterly review prior to the transfer of funds to the management committee. Seconded by Bill. **Motion Passes Unanimously**

Meditation by Steve Howes

- Pastors Report: See appendix
 - Item not included:
 - Hoping to invite a woman from the community to discuss heroin epidemic. Discussion in the context of a Pastors forum.
 - Book series with themes on racism, drug abuse, mental health, books by women authors; hope to have a guest speaker
- Review of consensus items (Steve Howe)
- **MOTION by Alan Imberg (second by Bill Machuga):** To approve June 2017 SLC minutes, Bill seconds; **Motion Passes Unanimously**
- **ACTION: Alan** to attend to nursery cleanliness Sunday, July 30th, 2017.
- Discussion on Pastor's Discretionary Assistance Fund (PDAF)
 - Steve distributes a report that that reconciled income and expenses since 2012 (see appendix)
 - **MOTION by Bill (second by Ginnie Kelly):** SLC to accept the current running balance of \$8381.15 as of end of June 2017; Request Debbie to provide a monthly report to the Treasurer:
 - Summary of previous month's income (should match Financial Report)
 - Summary of previous month's expenses by type
 - Current running balance
- Review of Treasurer's report (Bill Machuga)
 - **ACTION: Bill** to request an annual financial report for MOTA (Steve Phillips) and get quarterly updates on financial activities.
 - **MOTION by Ginnie Kelly to accept report, second by Alan: Motion Passes Unanimously**

- Stewardship update. No updates from committee.
 - **ACTION:** Steve to reach out to Melissa and Dale Clark/Stewardship committee to follow up on non-responses for commitment cards.
- Building Maintenance:
 - Air Conditioning: **ACTION: Steve** to request Mary to research options (i.e. window-mounted units, heat exchangers) and provide SLC with proposal.
- **ACTION: Steve** to draft e-mail/communications protocol
- Steve recommends SLC retreat with tentative date of 23 Sept 2017
 - Suggestion by Keith: Have a shared meal 1 day prior to SLC retreat.

Minutes recorded by: Alan Imberg, SLC President-Elect

Next SLC meeting scheduled for **Thursday, August 24 at 5:30 pm**. Meditation: Alan. All are welcome to attend.

Appendix 1: SLC Pastor's Report - July 27, 2017

1) 2017-18 Vacation - 6 Weeks

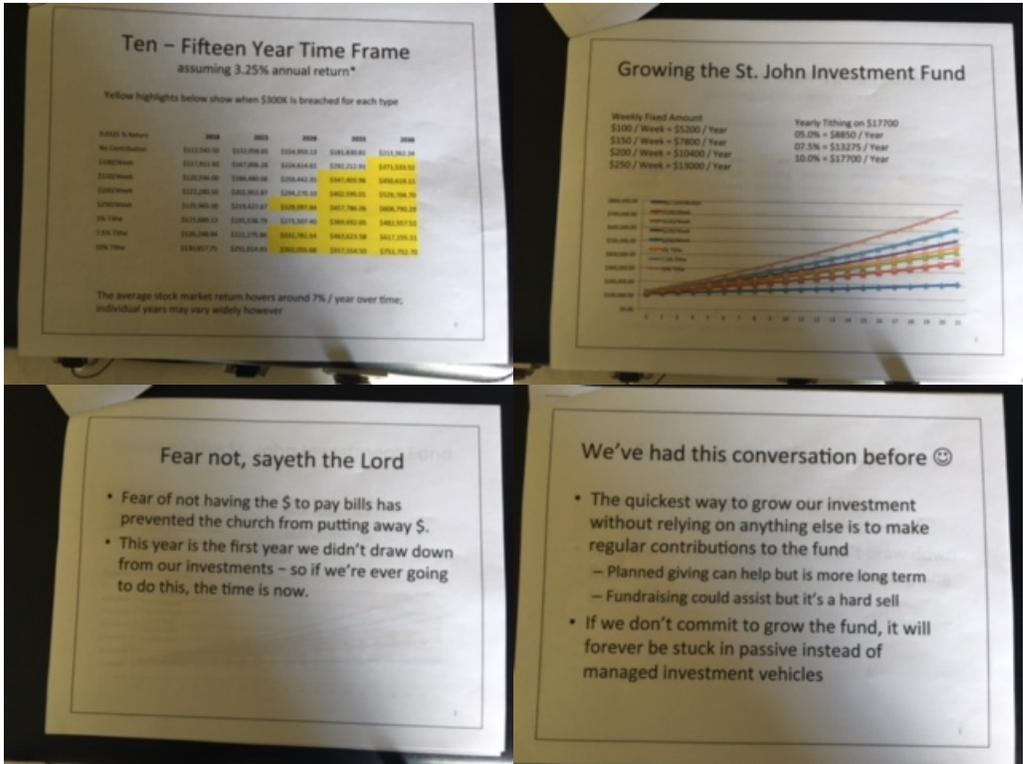
- a) Week 1: Tentative (pending surgery) - August 30th through September 5th OR possibly September 5th through 12th (including Labor Day)
- b) Week 2:
- c) Week 3:
- d) Week 4:
- e) Week 5:
- f) Week 6:

2) Nursery Safety and Hospitality Concerns

- a) The Nursery | Small Meeting Room 102 has become a storage closet. After the new Sanctuary carpet was installed SLC stored the modesty rails from the choir loft for "one month" while deciding whether to install them again or not. SLC decided not to put the modesty rails back in the choir loft and yet the rails have not been put in storage. I would like to suggest that they be stored in the old coal shoot, on a pallet to make sure they never sit in any water leaks and covered by plastic next to the pews that are in storage there now.
- b) There is a large piece of plywood that needs to be removed. I have no idea where it came from or why it was put there, or by whom.
- c) There is a curtain rod and curtain that fell down over a year ago waiting to be repaired.
- d) We need taller narrow secured-to-the wall book shelves installed behind the door for the little library.
- e) I put two chairs that need to be repaired in the small meeting room as I was told to by someone who said they would fix them. They've been there almost six months. They either need to be repaired, given away, or thrown away.
- f) The baby bed needs to be removed and replaced with one that is safe and not broken. This has been an ongoing discussion for more than three years.
- g) There is a box of light bulbs that showed up more than two months ago, that need to be put where the light bulbs go.

- 3) **Illumination Youth Ministries:** Minutes for the Youth Advisory Board meeting will be emailed to you.
- 4) **Sally Sipperley** – I attended Member in Discernment (MID) Team of the UCC Southwest Ohio Northern Kentucky Association (SONKA) with Sally. The process for her becoming a MID is in process. (See my June report for more information)

Appendix 2: Investment Team Presentation



Appendix 3: Pastor's Discretionary Assistance Fund (PDAF) Reconciliation Report

Table 1

Prater's Discretionary Fund		Year end balance
2012		
	Income	2012.21
	Expenses	851.44
2013		
	Income	2030.20
	Expenses	861.50
2014		
	Income	2024.20
	Expenses	1028.81
2015		
	Expenses	2445.00
	Income	1487.87
2016		
	Income	4122.48
	Expenses	2445.00
2017 YTD		
	Income	784.00
	Expenses	1779.50
Total Running Balance		8581.18

- Listed data is available to verify and validate running balance
- Data which I could cross reference with other financial reports does match
- SLC accept that the current running balance of PFD is \$8581.18
- Request Finance provide a monthly report to the SLC:
 - Summary of previous months income (should match PFD)
 - Summary of previous months expense by type (Prater or other)
 - Current running balance