

## 9/25/14 Minutes -- Strategic Leadership Council

St. John United Church of Christ

Meeting duration: 6:30 - 8:30 pm

Attending: Tim Smith (chair), Melissa Stephens, Mitch Leigh, Theo Baldwin, Sandy Kerlin, Stan Bowling, Pastor Keith Haithcock. Guests: Dean Griffith, Will Tackett, Eileen Thornton.

Meeting opened with a reading and prayer by Mitch Leigh. All read the St. John Vision and Mission.

Consensus Items Approved: 8/28/14 SLC minutes, August 2014 Financial Secretary's report

### **Renovation Finances & Updates, Repairs** (Dean Griffith)

Bank of Kentucky (BoK) proposal - \$350K loan (distributed at last meeting)

- Dean Griffith distributed two documents he is preparing for the Bank of Kentucky (BoK) loan application: Three Year Statement of Revenue & Expense and Three Year Balance Sheet.
- Concern was raised regarding potential move of reserve investment funds (non-bequest) out of United Church Funds, and possible impact on UCC Our Church's Wider Mission (socially-conscious investing). Concerns also raised with social responsibility and BoK investments. Dean has shared UCC Cornerstone fund materials with BoK, and they will allow us to choose investment portfolio that meets our social responsibility needs.
  - MOTION to invest all bequest funds (approx. \$402K) with the Bank of Kentucky, and to continue to invest all reserve funds (non-bequest, approx. \$104K) in United Church Funds. Sandy moved, Melissa second. Motion passed.
  - MOTION to accept the Bank of Kentucky loan proposal as presented on 8/28/14 by Dean Griffith, contingent on SLC guidance for socially-conscious investment of the funds. Melissa moved, Stan second. Motion passed.
- BoK will have 2-3 day turnaround on loan, once we submit paperwork.
- Dean requires documentation of congregational approval of the loan.
  - ACTION: Sandy will send Dean the draft congregational meeting minutes from May 2014. Dean to prepare a brief memo for BoK (to be signed by SLC Secretary, Theo Baldwin) containing the approved language regarding acceptance of the loan.
- Need to determine acceptability of moving all church funds (checking, etc) into BoK, such that they become our primary banking entity. Concerns with payroll, deposit activity, etc. ACTION: Mitch and Dean to investigate these issues further.
  - MOTION to open an account with BoK to provide basic and practical servicing of the loan. Sandy moved, Melissa second. Motion passed.
- Need to determine how to handle next payment for the renovations contractor, Hermes, as well as the required advance from elevator sub-contractor (to pass through to elevator manufacturer). For accountability, Dean wants receipted item from manufacturer detailing cost to ensure accountability, or for us to write a check made out directly to elevator manufacturer.
  - MOTION to authorize a draw of \$18K from reserve funds to cover the construction draw need, with the expectation that this will be paid back from the loan (bequest funds). Stan moved, Sandy second. Motion passed.
- Question on the color of HVAC duct work, such that it will minimally show dust. There is a limited selection of colors.
  - MOTION to select white for the duct work. Sandy moved, Mitch second. Motion passed.
- Painting and flooring decisions for elevator and nearby spaces
  - MOTION to authorize Mary Ann Reilly to choose select paint colors. Sandy moved, Stan second. Motion passed.
  - Flooring decisions on hold until we know how areas will be utilized post-construction.

- ACTION: Dean to communicate this information to Mary Ann.
- Imbus Roofing Company work bid
  - Work is to stop leaks that are occurring at the front of the building and in the walls on the rear of the church sanctuary.
  - MOTION to accept Imbus' 8/27/14 proposal for roof repairs, and authorize \$4,455 payment, paid from reserve funds. Sandy moved, Mitch second. Motion passed.
  - ACTION: SLC to notify Mary Ann regarding approval of bid.
- Pastor Keith raised concerns regarding higher than expected dust levels from construction work. Barrier issues have been addressed through communication with Hermes.
- Timeline: Messy part of construction should be completed by 10/12/14. Too soon to determine when worship may resume in the church building.
  - Concern with impact on use of space for chili cook-off. OMG has worked with the Bellevue Vets, and they have agreed to offer their space as a back-up location (no charge for use of their building and parking lot).
    - MOTION supporting use of Bellevue Vets building and parking as alternate location for chili cook-off event. Melissa moved, Sandy second. Motion passed.
  - Future need to clean dusty spaces thoroughly, and for volunteers to coordinate and perform this work. ACTION: Melissa will announce need for volunteer crews at the 9/28/14 worship service, and will coordinate the move and cleaning of Bibles and hymnals currently in sanctuary.

## Follow-Up Items

### Coordination on church calendar (Pastor Keith)

- Bring-A-Friend Sundays scheduled for October 12, December 21, February 1.
- Delegates for Kentucky Council of Churches Annual Meeting, October 24-25 (Pastor Keith)
  - To be held in Northern Kentucky (Lakeside Park). Pastor Keith to attend.
  - Additional congregational delegates desired, who will attend meeting and represent UCC denomination.
  - Sandy will attend on Friday. There will be recruitment for a Saturday delegate.
- Dedication of Building Upgrades
  - To be scheduled when return date is clearer. Plan is for a catered meal.
  - Revisit at October meeting.
- Delegates for 11/1/14 SONKA Annual Gathering (Troy, Ohio)
  - Melissa volunteered to attend as a representative.
  - Future need: recruit congregational delegates to represent St. John at SONKA meetings.
- Next SLC meeting – discuss delegates for Spring SONKA meeting.

## Generative Discussion

### Project Requests

- Proposal from Sue Jelinek regarding handbell refurbishment, including a timeline for fundraising. SLC supports this plan, and brought forth suggestions to raise awareness of fundraising needs. ACTION: Tim will communicate back to Sue Jelinek.
- Request from Cindy O'Bryant to lead an initiative to collect donations for "Operation Angel" project that supports children in foster care. Broader discussion of one-off requests or outreach projects brought forth by individuals. Agreement that these should be typically taken to OMG for discussion and review. SLC will be consulted if fundraising is involved, or if a conflict arises. ACTION: Cindy to be referred to OMG.

### Membership Discussion

- Agape meal was helpful to connect Pastor Keith's sermons to discuss of what it means to be a member.
- Need for SLC to have further discussion and clarity with regard to what it means to be a member per the bylaws.
- Sixteen potential members attended the welcome event held at Pastor Keith's home.

#### SLC Partnering with OMG

- Sandy led discussion. Next steps: joint meeting of SLC & OMG with facilitator, to set measurable goals and develop a plan. Strategize together to address concerns such as securing volunteers, defining success, etc.
- Facilitator will conduct preliminary information-gathering in preparation for the meeting.

#### Goal Setting, Part III

- Tabled. SLC agreed to hold a teleconference for discussion, in advance of the October meeting.

#### **Actions, Assignments, Items for Next Meeting**

- Confirmation of SLC Actions and Assignments from September meeting.
- October SLC meeting - Discussion items to include: Advent, Nativity Scene, (Melissa) Proposal on Purchase of Chairs (Sandy), 1st Qtr '15 Financial Report (Mitch / Dean)

**Adjournment:** Move to adjourn. Melissa moved, Sandy second. Motion passed.

Closing prayer led by Tim Smith.

Next Regular SLC Meeting: 10/23/14 (Meditation: Sandy). Meeting is open and welcome to all.

Minutes recorded by: Theo Baldwin, SLC Secretary