

# 1/28/16 Minutes -- Strategic Leadership Council

St. John United Church of Christ

Meeting duration: 4:45 pm – 7:10 pm

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

## Prayer and Preparation

Meeting opened with a meditation and prayer by Melissa. All read the St. John Vision and Mission, as well as the following 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: 1/28/16 SLC Agenda, 12/6/15 SLC Minutes

## Generative Discussion

SLC Survey Results

- Melissa discussed the results of the SLC Survey follow-up to the retreat.
- The broad areas of **Finance and Stewardship** and **Extravagant Welcome** were agreed to be most significant by SLC membership. Melissa proposed that we assess each major item we consider as part of SLC's responsibility and priority in terms of its relation to these areas.

Transparency in communicating actions of SLC & Finances

- Agreement to begin sharing ongoing congregational updates in church communications:
  - **ACTION:** Theo (Secretary) will communicate highlights of the SLC meetings (motions, major discussions), by the Monday following.
  - **ACTION:** Melissa will communicate an update on recent mission payments, e.g., Rubate Hospital. Melissa and Dale will work on further financial updates for the future.
- SLC discussed future topics to communicate regarding finances (e.g., utilities costs updates). Responsibility for authoring will rotate among SLC members.

Alcohol Policy

- Melissa presented a draft policy, intended to set an example for responsible and appropriate alcohol use.
- Following discussion, SLC agreed to engage the conversation on serving alcohol at church events, for feedback and comment, before proceedings on a proposed policy and path forward.

- ACTION: Louise will draft a feedback form for print and electronic distribution. This form will be shared with the congregation during the month of February.

#### Mailing list to Willis Music (Steinway dealer)

- Grand piano rental for the Music on the Avenue series is \$1,400. Willis Music has offered a discount for sharing of church address lists (one-time mailing). MOTA has shared its mailing list, and SLC has been asked to discuss sharing of the broader church mailing list.
- ACTION: Melissa will clarify with Steve Phillips (MOTA ministry chair), specifics of the Willis Music's request.

#### Committee appointments

- Discussion on proposed annual appointments of committees, including the diversity of representation on committees. No action to approve committee membership at this time.
- ACTION: Melissa will contact Sue Jelinek, Nominating Committee, to begin the process of identifying candidates for the next term of the Strategic Leadership Council (SLC).

### **Proposals, Presentations, Planning**

#### Chairs Proposal

- Dale discussed a proposal to purchase 200 banquet chairs, 2 handcarts (free), 2 chair racks (free), purchased from Belnick. Total cost with shipping: \$5,214.00.
- MOTION: Theo moved to accept the chair purchase proposal at \$5,214 as presented, paid on Memorial Fund. Stan second. Motion passed unanimously.
- ACTION: At an appropriate time after receiving the new chairs, Theo will offer the old metal chairs and chair racks to area churches, through SONKA or other means.

#### Stage Extension

- Melissa presented a proposal from Donna Hoffman (Women in Theatre, Building Coordinator) for a 4' permanent extension to the Avenue Stage (lower level).
- SLC agreed that, due to the pending purchase of new chairs, pews and modesty rails located on the lower level will need to be removed from this space.
- SLC contacted Donna and clarified the proposal. Donna confirmed that fabric can be installed on the front of the extension, in place of the proposed modesty rails.
- MOTION: Stan moved that we approve the stage extension proposal with minor modifications (fabric in place of modesty rails), and that we provide funding up to \$200 from Memorial Fund toward construction and fabric expenses for the stage extension. Dale second. Motion passed (4 yes, 1 no).
- ACTION: Dale will communicate these updates to Donna, including the need for clean-up following construction. In addition, he will state our requirement that construction does not

conflicts with room usage during OMG's Saturday senior meal needs. Dale will also discuss the future status of the large room dividers.

#### Pastor's Report

- SLC discussed two proposals from the pastor's report:
  - No announcement time in services during Lent and on Easter Day, with a reflection and evaluation of this practice at the May SLC meeting. SLC voiced support for this proposal, with the understanding that some congregants may not agree with this practice.
  - Proposal to restructure ongoing church communications: 1) Monthly publication of "Prevues" (with Pastor's article, features and news for items up to eight weeks out); On other weeks of the month, "The Weekly" publication will be sent by email only, and focus primarily on information pertinent to that week. Due to time, SLC was unable to discuss this proposal in depth.

#### Treasurer's Report

- Dale distributed the January Treasurer's report (summary at end of these minutes).

Next SLC Meeting: February 25, 2016, 4:45 pm

**Adjournment:** Stan moved to adjourn. Dale second. Motion passed unanimously.

Minutes recorded by: Theo Baldwin, SLC Secretary

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#### ***SLC Agenda Items not addressed (reserved for future meeting)***

- COLA increase for church staff
- Proposal to move the "Church Windows" software to a cloud-based system
- Policies:
  - Emergency Operations
  - Personnel Policy
  - Social Media Promotion Policy
  - Finance Policies
- Women in Theatre follow-up

## Treasurer's Summary Report: January 2016

Submitted by: Dale Sexton 1/28/2016

### From 5/3 Bank: December 5/3 Main Checking

	36 Checks	\$(12,873.95)
	10 Withdrawals / Debits	\$(30,933.76)
	1 Deposits / Credits	\$145.35
1/15/2016	Ending Balance	<b>\$19,855.76</b> <i>(not a reconciliation balance)</i>

### From 5/3 Bank: December Statement 5/3 Memorial Fund

12/01/2015	Last Statement Beginning Date	\$11,229.11
	0 Withdrawals / Debits	\$(00.00)
	4 Deposit	\$560.19
	Interest	\$0.19
	Service Charge	\$(0.00)
12/31/2015	Available Balance	<b>\$11,789.40</b>

### From United Church Funds: Statement Invested Funds

		<i>Market Value</i>
10/01/2015	Balance at beginning of period	\$75,844.41
12/31/2015	Income Reinvested 4 <sup>th</sup> Qtr 2015	\$163.11
12/31/2015	Change in value during period	\$2,127.94
12/31/2015	Balance end of period	<b>\$78,135.46</b>

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

5/3 Main Checking	1/28/2016	14,417.79
5/3 Memorial Fund	1/28/2016	11,879.40
UCC Invested Funds	1/28/2016	63,135.00 +/-