

3/31/16 Minutes -- Strategic Leadership Council

St. John United Church of Christ

Meeting duration: 5:05 pm – 7:30 pm

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

Absent: Pastor Keith Haithcock

Guests: *Members of Outreach Missions Group (OMG) Ministry* - Bruce Horn, Steve Phillips, Will Tackett, Eileen Thornton

Prayer and Preparation

Meeting opened with a meditation and prayer by Stan. 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: 3/31/16 SLC Agenda, 3/3/16 OMG Minutes, 3/15/16 SLC Special Meeting Minutes, 3/20/16 SLC Special Meeting Minutes

Generative Discussion

Outreach Missions Group (OMG) Concerns and Needs (OMG Members)

- Discussion on OMG's letter to SLC describing a number of concerns.
 - Steve discussed concerns related to building usage, the purpose of OMG, as well as feedback on its role in the church & alignment with the mission, OMG budget concerns, and a follow-up to the "Real Good Church" book study/discussion.
 - Building Usage – concerns about communication/cooperation with Building Coordinator, and rushed feeling with room usage and decision making.
 - Purpose of OMG – current focus is on Friendship Center and monthly Senior Meals. Friendship Center has about 10-12 people/week (2-3 people are not regular church attendees), and many more external to the church attend the monthly meal.
 - OMG's purposes – OMG's comments: a haven where seniors to feel welcome, be socialized, have an enjoyable experience. SLC affirmed that all of this does align with the vision of St. John.
 - "Real Good Church" follow-up – OMG will make arrangements for a follow-up discussion.
 - Discussion on suggestion to establish a Building Committee with a diverse membership.

- Next steps: SLC will have further discussions with OMG on items of concern, including building usage. OMG will plan to have a presence at future SLC meetings.

Stewardship Campaign

- Melissa distributed a draft plan for the stewardship campaign (church-wide conversation).
- Format: small group lunches following worship, April 24, May 1, May 8 (tentative due to Mother's Day).
- ACTIONS and assignments:
 - Dale Clark, Mary Ann Reilly will be asked to contribute and assist
 - Melissa – prepare PowerPoint slides
 - Stan, Dale – prepare food for event
 - Louise, Melissa, Pastor Keith – prepare presentation
 - Theo – prepare sign-up sheet (20 people per Sunday) for Welcome Table (by April 10)

Church Windows (Cloud Version)

- Discussion on proposals to migrate to this version of the system. Volunteers have offered to cover the cost to upgrade to the cloud version, but there are network issues that may be able to improve connection speed without requiring the upgrade to the cloud and assuming the additional ongoing costs.
- ACTION: Dale will contact Mitch to investigate the alternative network improvements, and will prepare a new proposal (i.e., virtual machine enhancements) for the April SLC meeting.

Reports

Nominating Committee Report

- Melissa reported there is a nomination for Secretary, a prospective nominee for President-Elect and no nominee for President.

Treasurer's Report

- Dale distributed the March Treasurer's report (summary at end of these minutes).
- In summary, it costs St. John \$14,746.50/month for basic operating expenses (includes payroll), not including incidental costs. Melissa will also communicate this expense cost in the Prevues.

Proposals, Presentations, Planning

PNC Follow up

- Melissa is now working with PNC Bank, per SLC approval (see Special Meeting minutes at end of these minutes). She has provided the necessary financial reports, per PNC's request.

Farewell Reception for Sarah & Alleyne

- Reception will be held on Sunday, April 17 after worship, to celebrate Sarah & Alleyne before they move out of town. Melissa will approach a volunteer to coordinate the reception, and Stan will ask about special music for the event.

Staff salary increases (part of FY16 MMAP)

- The approved FY16 MMAP asked SLC to determine when/if a salary increase (1.58%, based on increase in Consumer Price Index) will be applied to church staff.
- SLC recognizes and affirms the dedicated work of our church staff. However, knowing the current budget realities, SLC agreed to not take action on a salary increase during FY16.

Youth Envelope Fundraiser (Melissa)

- Melissa discussed fundraiser to support Illumination Youth group members attending a summer camp. SLC affirmed support for this fundraiser, which will be held on the last 3 Sundays in May.

Garden Needs (Dale)

- Dale discussed plans for upkeep of the church grounds, including volunteers to donate materials and time to care for the grounds. Dale will prepare an article for Previews on particular needs.

Follow-up / Ongoing Items

Alcohol Policy Survey results

- Melissa distributed a summary of the survey results.
 - 42 people voted: 57% in favor, 43% not in favor.
 - Those who favor the development of an alcohol policy feel it should be used only for weddings or special events. It should not be sold and the policy should be very specific, in order to control the distribution of alcohol and protect the church from liability.
- Further discussion will take place at the next SLC meeting.

Ohio Conference Annual Gathering, June 10-11

- Melissa seeks individuals to attend with her and Pastor Keith.

Policies: Emergency Operations, Personnel Policy, Promotion (Social Media) Policy, Finance Policies

- Emergency Operations – Louise discussed progress to date. She and Theo and Dale have met with the fire department, police, and security companies regarding security and emergency concerns. First, Louise is working to address security issues with the building itself, including integrity of doors and additional electronic doorbells. ACTION: Louise and Theo will prepare a list of proposed actions and updates to address all security issues.
- Other listed policies to be addressed at future meetings.

Date changes for future SLC meetings

- Next SLC meeting – **no change** – Thursday, April 28, 5-7:30 pm
- May meeting – **moved** to Thursday, June 2, 5-7:30 pm
- June meeting – **moved** to Thursday, June 30, 5-7:30 pm

Adjournment: Dale moved to adjourn, Louise second. Motion passed.

Minutes recorded by: Theo Baldwin, SLC Secretary

Treasurer's Report Summary March 2016

For Strategic Leadership Council of St. John Church United Church of Christ

Submitted by: Dale Sexton 3/31/2016

From **5/3 Main Checking**

	23 Checks	\$(2,774.62)
	8 Withdrawals / Debits	\$(10,109.85)
	1 Deposits / Credits	\$18,866.34
3/15/2016	Ending Balance	\$15,204.73 <i>(not a reconciliation balance)</i>

From **5/3 Memorial Fund**

02/01/2016	Last Statement Beginning Date	\$11,319.19
	1 Withdrawals / Debits	\$(5,231.06) (New chairs)
	2 Deposit	\$50.12
	Interest	\$0.12
	Service Charge	\$(0.00)
2/29/2016	Available Balance	\$6,138.25

From United Church Funds **Invested Funds**

Market Value

	Balance at beginning of period	\$
	Income Reinvested 4 th Qtr 2015	\$
	Change in value during period	\$
2/29/2016	Balance end of period	\$60,880.04 <i>(Note: We XTF \$10,000 out on 3/1; actual balance as of 3/30/2016 \$53,567.26; other past withdrawals: \$15,000 on 1/2016)</i>

From **BB&T Business Loan Account**

3/30/2016	Balance	\$(288,000.00)
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From **BB&T Investments**

Market Value

1/01/2016	Previous Value	\$381,008.65
1/31/2016	Ending Value	\$377,126.23

From **BB&T Checking** *(in/out for loan)*

1/29/2016	Previous Balance	\$15,180.28
	Checks	\$(0.00)
	Withdrawals, Service Charges	\$(3,862.00)
	<i>(note: We XTF 3,858.00 on 2/18 to cover interest payment to loan interest balance)</i>	
	Deposits, Credits and interest	\$769.97

2/29/2016 New Balance

\$12,088.25

*(Note: Actual balance as of
3/30/2015 **12,953.53**)*

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

5/3 Main Checking	3/30/2016	20,596.46
5/3 Memorial Fund	3/30/2016	6,908.25
UCC Invested Funds	3/30/2016	53,567.26 +/-

3/15/16, 3/20/16 Minutes – Special Meetings, Strategic Leadership Council

St. John United Church of Christ

Attending: Melissa Stephens (chair), Theo Baldwin, Louise Hall, Dale Sexton, (3/15/16) Pastor Keith Haithcock

3/15/16 Guests: Joseph Schlimm (PNC, Business Banking), Nick (PNC Investments) Dean Griffith

3/15 SLC Meeting with PNC Bank

Loan: PNC can offer a loan upon which interest is paid monthly with an annualized lump principal payment based on Investment account performance. The proposed interest rate on the loan will be fixed at 3.5% – 4.0%, close to prime (3.5%).

Investment: PNC has designed an investment portfolio that could generate 4.9% income (interest + dividends), paid monthly and/or quarterly. The portfolio includes mutual funds and stocks that are stable, income-bearing companies. PNC is willing to provide flexibility in stock options to meet our investing desires (per St. John Investment Policy). PNC would be paid 1% annually for investment services (fund management).

Next steps (no particular order):

1. SLC must approve a resolution to begin formal discussions with PNC (motion passed 3/20).
2. Move funds from BB&T to PNC. This is an easy document-driven event, and could take as much as 5 business days.
3. Apply for the loan. This involves standard documentation (3-year financial statements for all accounts). Timeline for this is about 5 business days.
4. Upon approval, pay off BB&T and pay closing costs to PNC (a few hundred dollars). This process should take place bank-to-bank and not require action on our part.

3/20/16 Special Meeting

MOTION to authorize any two officers of the SLC to engage with PNC Bank in the preparation of a proposal including but not limited to loans and other products involving the extension of credit.

ACTION: Theo sent PNC Bank the text of this motion. Dale Sexton, Treasurer, will serve as primary contact with PNC regarding financial documentation.