

4/28/16 Minutes -- Strategic Leadership Council

St. John United Church of Christ

Meeting duration: 5:15 pm – 8:15 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 Louise. 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: 4/28/16 SLC Agenda, 4/7/16 OMG Minutes, 3/31/16 SLC Minutes

Reports

Treasurer's Report

- Dale distributed the April Treasurer's report (summary at end of these minutes).
- Discussion on BB&T Business Loan account balance and actions taken by BB&T to liquidate the investment fund in order to pay off the loan balance (see 4/21 telecon minutes at end of this document).
- ACTION: Melissa will contact Dean Griffiths for a current status and timeline for the loan pay-off.

Generative Discussion

Reimbursements for water damage (Fellowship Hall)

- Following the flood and water damage to items located in a side room adjacent to the Avenue Stage, we received an insurance payment. Damaged items included personal items from St. John's Women in Theatre (WIT) ministry.
- SLC reviewed concerns related to reimbursement for expenses. St. John's Expense Approval Policy, approved by SLC in March 2013 is available online at <https://stjohnchurch.net/expense-approval-policy-2013/>. SLC affirmed that activities of St. John church's ministries must adhere to this policy and the associated reimbursement procedures, and clarified that the SLC Treasurer acts in place of the Finance & Stewardship Ministry at this time.
- ACTION: Louise will respond to WIT Ministry Chair, Donna Hoffman, regarding the expense approval policies and procedures, and schedule a future meeting to discuss related matters.

Ludwig Bequest Follow-Up

- Discussion of a draft Ludwig Bequest Report to summarize what has happened regarding the investments with the bank entities. ACTION: Melissa will finalize this document for inclusion in the annual congregational meeting packet.

Outreach Missions Group (OMG) Follow-Up

- The OMG Ministry has raised several items for discussion at the June 2 SLC meeting. SLC discussed actions and preparations for these items.

Proposals, Presentations, Planning

Mission Ministry Action Plan (MMAP) FY 2017

- Melissa distributed the draft FY17 MMAP for discussion.
- MOTION to accept the FY17 MMAP for presentation at the annual congregational meeting, with clarification on utilities costs. Dale moved, Stan second. Motion approved.
- The FY17 MMAP will be distributed to the congregation in advance of the annual meeting.

Annual Meeting Agenda

- Melissa led a discussion on the proposed agenda for the 5/15/16 Congregational Annual Meeting.

Nominating Committee

- Melissa provided an update, on behalf of Nominating Committee chair Sue Jelinek. No nominees are on the slate for the open positions at present.

Emergency Operations Procedures & Policies

- Louise and Theo have prepared some updates and proposed actions. They will follow-up with SLC by email to begin discussion.

Follow-Up / Ongoing Items

Church Windows and Network Follow-up

- Dale has met with Mitch to review the network configuration and to test the network speed. No action required by SLC at present.

Alcohol Survey

- ACTION: Melissa will report results of the alcohol survey in the Prevues newsletter.

Youth Fundraiser Envelopes

- Pastor Keith is preparing to distribute the envelopes for this fundraiser during the next 3

Sundays.

Print Version of Master Calendar

- Pastor Keith announced he has stopped posting a print version of the church's master calendar. He contacted many potential users and confirmed they do not use this and that they use the calendar available online. This bulletin board space will now be used for Pastor's postings.

New Endowment Committee update

- See 4/21/16 minutes (see below).
- Pastor Keith is contacting the prospective members for this committee.

Pulpit Exchange & Picnic

- Pastor Keith will participate in a pulpit exchange with Ken Weidinger, pastor at Faith UCC in Cincinnati. Pulpit exchange will take place on August 21, and a shared picnic between our two congregations will be held on August 28.

Date changes for future SLC meetings

- May meeting – **moved** from May 26 to **Thursday, June 2, 5:00-7:30 pm**
- June meeting – **moved** from June 23 to **Thursday, June 30, 5:00-7:30 pm**

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

Minutes recorded by: Theo Baldwin, SLC Secretary

Next SLC meeting scheduled for Thursday, June 2 at 5:00 pm. All are welcome to attend.



Treasurer's Report Summary April 2016

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

Submitted by: *Dale Sexton 4/28/2016*

From 5/3 Main Checking

	24 Checks	\$(13,368.04)
	11 Withdrawals / Debits	\$(9,421.77)
	8 Deposits / Credits	\$29,542.36
4/15/2016	Ending Balance	\$21,957.28 <i>(not a reconciliation balance)</i>

From 5/3 Memorial Fund

3/01/2016	Last Statement Beginning Date	\$6,138.25
	0 Withdrawals /Debits	\$(0.00)
	5 Deposit	\$770.00
	Interest	\$0.11
	Service Charge	\$(0.00)
3/31/2016	Available Balance	\$6,908.36

From United Church Funds Invested Funds *Market Value*

3/01/2016	Balance at beginning of period	\$60,880.04
3/16/2016	Sale Units	\$(10,000.00)
3/31/2016	Income Reinvested 1st Qtr 2016	\$161.26
3/31/2016	Change in value during period	\$2,568.47
3/31/2016	Balance at end of period	\$53,845.64

From BB&T Business Loan Account

4/28/2016	Balance	\$(288,000.00)
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From BB&T Investments *Market Value*

3/01/2016	Previous Value	\$381,008.65
3/31/2016	Ending Value	\$381,274.47

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

2/29/2016	Previous Balance	\$12,088.25
	Checks	\$(0.00)
	Withdrawals, Services Charges	\$(4.00)
	Deposits, Credits and interest	\$940.45
3/31/2016	New Balance	\$13,024.70 <i>(Note: Actual balance as of 4/28/2016 12,286.80)</i>

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

5/3 Main Checking	4/28/2016	29,659.30
5/3 Memorial Fund	3/30/2016	6,908.36
UCC Invested Funds	3/30/2016	53,845.64 +/-
BB&T Checking (in/out loan)	4/28/2016	12,286.80

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## **4/21/16 Minutes – Special Meeting (teleconference), Strategic Leadership Council**

St. John United Church of Christ

Meeting duration: 5:15 pm – 6:00 pm

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

### **BB&T Bank and Ludwig Investment**

- BB&T contacted the church, and stated their intent to liquidate the Ludwig investment on 4/22/16, in order to pay off the balance of the loan (approximately \$289K). This action is based on BB&T's exercising its right to use securities (collateral) to pay off the loan, once 180 days have passed while negotiating the loan's renewal.
- Approx. \$100K remains in the investment account at BB&T, and this continues to accrue interest. Once the loan balance is paid, the construction projects (air conditioning, elevator lift) will be fully paid and the church will have no debt.
- PNC Bank was unable to provide the type of loan structure we desired (120-month amortized loan at set price), and we could not move forward with them.
- ACTION: Melissa will prepare a report to communicate the status and actions related to the Ludwig bequest for the congregational meeting.

### **Committee to Manage Endowment Fund**

- Discussion on creation of an Endowment Committee to manage the remaining balance of the Ludwig bequest as an endowment.
- MOTION: Stan moved that SLC create an endowment committee charged with forming an endowment fund that utilizes the balance of the Ludwig bequest, and with establishing policies to manage that endowment. Louise second. Motion passed unanimously.
- SLC discussed possible members of this new Endowment Committee. ACTION: Pastor Keith will contact prospective members.

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

Minutes recorded by: Theo Baldwin, SLC Secretary