



**Leadership Board
Meeting Minutes
January 16, 2023
7-9pm**

Location: DSM Room

Board Members Present: Brittaney Lucas, Kristy Harrison, Lori Sedlak, Veronica Runyan, Jill Easterling, Garrick Barnett, Susan Boddy, Ben Murray.

Board Members Absent: Dale Gold

Others Present: Margaret Brandt

Pastors Present: Tom Parkinson, Bud Fickley

Call to Order and Board Organization: Brittaney Lucas called the meeting to order and offered a prayer.

Board Organization: Brittaney Lucas called for the board to organize for the year, in accordance with paragraph 3.6 of the Guiding Principles. The following members were nominated as officers:

Brittaney Lucas, Board Chair
Lori Sedlak, Board Vice-Chair
Susan Boddy, Board Secretary

Board Positions:

Jill Easterling, Trustees Lead
Dale Gold, SPRC Lead
Garrick Barnett, Treasurer

At-Large Board Members:

Veronica Runyan

Kristy Harrison

SPRC Sub-Team:

Dale Gold

Lori Sedlak

Kristy Harrison

No other nominations were offered. The board voted unanimously to elect these persons as officers for 2023.

Brittaney Lucas reviewed the duties and responsibilities of the board, and read the church leader's covenant. All board members present signed and submitted the covenant.

Approval of Minutes: Meeting minutes from November 21, 2022, were approved. Motion made by Lori Sedlak and seconded by Kristy Harrison. Motion carried, with unanimous consent.

Report of the Senior Pastor:

Pastor Tom reflected on 2022, and anticipated the board's strategic planning process in 2023. He shared the distinction between technical problems and adaptive challenges, and encouraged the board to be willing to move outside the comfortable and to be open to taking on adaptive challenges, which often require learning new skills and thinking outside of the box.

Pastor Tom reported on the highlights of the church's ministry for 2022:

- Our weekly worship attendance grew 15% from 2021 and is at 92% of pre-pandemic levels. Before the pandemic 9% of church attendance was online. Post pandemic our online attendance is over 16%.
- Key objectives the staff are working on this year include:
 - Sarah Hogue being promoted to lead our small ministry groups.
 - Beth Gavaghan and Matt Cosgrove will work together to launch a new Dutilh Podcast.
 - Margaret Brandt is now the Coordinator of Congregational Care and is working on developing processes to ensure all members of the Dutilh family are cared for spiritually.
 - Margaret Brandt is working with volunteers for our Sunday morning worship services, with a focus on new guest engagement.
 - Bud Fickley and Sarah Hogue are working together to implement the discipleship pathway for children birth through 18 years old.
 - Julie Willoughby is aiming to maintain preschool enrollment at 85%, and is exploring an expansion of preschool programming for the '24-'25 school year.
- The re-launch of the Women's Ministry has been a huge success with the addition of Graceful & Grateful, thanks to Lori Sedlak and Melanie Bresenhan.

Area Reports:

Financial Update:

- Garrick Barnett reviewed the Building Project Income Statement Summary report. He highlighted the actual donations for the year totaled \$291,000. The building construction costs for the year totaled \$60,000. We have received \$60,000 in non-pledged gifts to the building project, and a total of 89% of pledged monies have been received to date.
- Garrick reported that despite a lower-than-expected December, 2022 offering income was 4.9% above 2021 and 1.5% above budget.
- Garrick reported that the IRS gave the church an Employee Retention Credit of \$55,000. As it is unclear whether or not the IRS will clawback some of this money, it was decided to place it in a restricted account and not touch it for at least six months, until we can verify that the IRS will not ask for any funds to be returned.
- Garrick also reported that in 2022 \$30,000 of unused budgeted medical stipends, and \$7,000 of unused capital projects budgeted fund, we moved into a capital projects reserves account. Thus, while the income statement summary shows a loss of about \$32,000 in the general fund for 2022, the church actually had about \$5,000 positive cash flow in 2022.

Personal Report:

Pastor Tom expressed that the transition plan is now fully implemented. We are searching for a 20-hour Custodian but are struggling to find candidates. Mark Studeny, Pastor Tom, and Dale Gold are meeting to brainstorm alternative strategies.

Property Report:

Jill Easterling discussed prioritizing facility projects that need to be completed in 2023. She will be meeting with Mark Studeny to discuss these items.

Fundraising Policy:

Pastor Tom shared that in 2017, the board adopted a stewardship plan that included the end of fundraising for ongoing ministries of the church. While this plan was adopted, no formal policy around fundraising was ever written. Since there has been some confusion about this, Pastor Tom suggested that the board review and adopt a formal fundraising policy. A draft policy will be presented to the board at the March meeting.

Townhall Meeting:

The Townhall Meeting is planned for January 30, 2023, at 7pm in Sanctuary. The annual report will be released that evening. Brittany Lucas will give a report from the Board. Garrick Barnett will give a financial update. The floor will be open for questions, ideas, and any feedback from the congregation. We are going to give people the opportunity to submit questions ahead of time, and will create a zoom option for people to participate virtually.

Strategic Planning:

The board reviewed the SWOT Analysis, identifying the 4-5 most important objectives in each quadrant (Strengths, Weaknesses, Opportunities, and Threats) to focus on. These objectives will be brought to the staff to be their primary focus for the year.

- *Strengths:*
 1. Biblical Preaching, transparency, and honesty.
 2. Welcoming families with small children/faith-based preschool, inclusivity of engagement of all ages and circumstances and a variety of experiences.
 3. Centrist approach keeps divisive issues from entering the congregation.
 4. Openness and accommodation of outside community groups.
 5. A strong competent staff team.

- *Weakness:*
 1. Over-scheduled building; lack of space and coordination, leading to wear and tear of spaces.
 2. Inviting/welcoming/engaging/attracting new people.
 3. Lack of connection between the two worship services.
 4. Despite considerable communication efforts, there are still many people unaware of what's happening in the church.
 5. Care for senior adults-those who don't drive.
 6. Volunteer burnout.

- *Opportunities:*
 1. Connect with new people in the area and start a 'buddy system' to help people assimilate to the church.
 2. Improve outside space and visibility of the church from route 19.
 3. Use podcasting to take Biblical teaching to new audience.
 4. Volunteer dashboard- "minutes for mission".
 5. Reach young adults.

- *Threats:*
 1. Future of UMC.
 2. Economic uncertainty; impact on general fund and capital campaign.
 3. Trying to please everyone.
 4. Politically divisive climate.
 5. Becoming too pastor centered.

Future Agenda Items:

- Revisiting the SWOT Analysis and developing strategic objectives and goals.
- Fundraising policy
- Personnel policy amendments

Closing and Adjournment:

Pastor Bud offered a closing blessing.

The next meeting is scheduled for March 20, at 7pm.

Respectfully submitted,
Susan Boddy
Board Secretary