

Park United Methodist Church
Church Council Minutes
February 16, 2017

Members Present: Scott Bachman, Kathi Hefti, Greg Hight, Sandy Beyer, Barb Boevers, Twila Ehrich-Belton (Council Chairperson), Carol Tower, Richard Slieter, Jon Weston, Tom Yeager (via Skype), Jamie Lee, Scott Gutierrez, Pastor Justin Halbersma

Members Absent: Bob Weston

Guests: n/a

Agenda: Stood as presented.

Meeting to Order: 6:30 p.m. Barb began the meeting with prayer.

Personal Celebrations – Each person shared a personal celebration

LEARNING OPPORTUNITIES

Slack Training – Twila led an educational demonstration on the usage of Slack. There were several questions that were posed and answered. After the demonstration, the Council felt they had a higher comfort level with using the software application.

BUSINESS ITEMS

Finance Report – The abbreviated financial reports were submitted prior to the meeting.

Financial Information Brochure – Sandy thanked those people that gave her contact names for potential designers. She met with both of them, and Lakes Printing as well. Lakes Printing is able to design and print the brochure, but Sandy shared she wouldn't be allowed to meet with the designer to provide input. The other two individuals – Andrea and Karissa – are very close to each in their bids to do the project. They estimated \$450. Sandy estimated the total cost for the brochure – design and printing – will come in at less than \$850.

She is in need to stories and pictures to give the designer so they can begin their work. She has a goal of the end of February to have this to the designer. Pastor Justin and Scott B. will join Sandy in the next visit with the selected designer.

GOALS

Goal Review – Pastor Justin led a review of the goals that had been established by the Council in 2016. He noted that we were probably too ambitious and felt we should review the goals and possibly narrow it down to three goals for 2017-2018-2019.

Barb commented that the goals were difficult to measure. Justin shared they could be measured if we have the systems in place to do so. Unfortunately, with the departure of the Director of Discipleship and Missions, a gap emerged in setting up the system.

After some discussion, Justin reiterated his thought of having three main goals, but expand their focus. He suggested possibly centering the goals around the “Invite, Encounter, Respond” phrase. No decisions were made at this time; this will be a discussion topic at a future Council meeting.

MISSION/VISION

Church Council Job Descriptions – Twila reminded the group this was tabled from last month’s meeting as Greg and Kathi were absent and they had provided the most feedback on the proposed description. Richard, Greg, and Kathi volunteered to meet and finalize the job description. The will load an updated draft into Slack ASAP for feedback. Justin would like this completed prior to April, when it is planned to have new members join the Council to replace those that are transitioning off.

OPEN DISCUSSION

Church Lock-Up Procedures – The Council reviewed the document created by staff that provided a proposal of how to solve the issue of too many keys being issued, as well as too many people having the alarm code. There are two issues – one of having the main building be secured, but also of having the Office available on Wednesday nights for access to the copier. Twila said she would like to see a “host” for Wednesday nights that would take care of manning the office and locking it up.

After much discussion it was decided to move forward with staff’s proposal. The proposal, in part, included:

- The outside doors get new locks and we start over with all new keys
- We install “smart lock” (August Lock) technology that can connected to a keypad and wireless app

- Limit physical keys to daily staff member, Montessori Owner (1), a member of the Building & Grounds Team
- Assign digital keys to other who need building access
- When digital key (codes) are issued, the recipient will receive detailed locking/unlocking procedures and guidelines

Per Council consensus, the costs associated with implementing the proposal should move forward within the established Building and Grounds portion of the General Budget. Justin will contact a member of the Building & Grounds Team for staff to work with them on this project.

BUSINESS ITEM

Trustees' Report – In Bob's absence, Barb shared the report. Jane Gillow, Bell Choir Director, has requested \$3,741 to refurbish the bells. There are some funds available in the Memorial Fund to cover this. She would like this to be done soon, as it takes several months for the refurbishment.

The Building and Ground Team is on hold until Jim Trott provides his contact information for the vendors he used. Bob will ask Jim for this information again so the Team can begin their work.

We received information from the City of Baxter that they have a policy that the property owner not a tenant/lessee is responsible for the monthly water/sewer bill of \$26/month.

OPEN DISCUSSION

Kitchen Fund – Jamie Lee questioned that since we have a Kitchen Coordinator, should the fund be moved from the UMW checkbook and become part of the general fund. Barb provided information on how the funds are used to pay for funeral dinners, coffee fellowship supplies, and income from the funeral dinners. It was suggested that the kitchen fund checkbook be transferred into the General Budget and become a specific line item.

Agenda Format – Twila asked for feedback on the new agenda format. The Council agreed it worked and we should continue to use it for a few months.

Quilting Group – Kathi shared that the group would like to display some of their work and wondered who they should contact to do so. The Council encouraged the quilting group to display their quilts in the sanctuary or other appropriate areas within the building and to include information about the quilted piece.

Director of Discipleship & Mission – It was asked the status of the rehiring for this position. Justin shared the timeline and that a separate group of individuals have been contacted and are proceeding.

Meeting Adjourned: Meeting adjourned at 7:55 p.m.

Respectfully submitted, Carol Tower, Recording Secretary.