

# **Krum First UMC Church Council Meeting**

**Monday, June 18, 2018**

**Present:** Laury Scharber, Norma Bailey, Leo Hicks, Jane Daughhete, Floyd Rosencranz, Bryan Nolen, Rev. Kevin McClain, Connie Miller, Cindy Breeding, Gary Kennedy, Shane Reneau and Vicki Whitmer.

**Absent:** Tim Jones

## **Meeting at a glance**

- Council amended May minutes to reflect Connie Miller's position as backup emergency contact for the church fire alarm. Pastor Kevin is the initial emergency response.
- Council amended the minutes to reflect Jane Daughhete as the leader of the Apple Ministry (formerly Half an Apple Ministry)
- Council voted to add a date to the By-Laws - the date will be added and that date will be June 16, 2018.
- Council voted to add any votes made electronically or similarly be added to the next meeting's minutes to document decisions for the congregation and staff
- Council moved to create a church decorations team to review the worship space with Connie Miller, consider decorations, submit recommendations on worship space decor to the board and then decorate the sanctuary.

## **Opening prayer**

## **Fellowship & Growth**

- Update on spiritual growth devotional: Council has completed reading of *Small on Purpose*
- Rev. McClain is considering the book *A Faith of Leap* for the next devotional for the council. He will consider the title and follow up by email.
- Minutes revised and accepted - Revision reflects Connie Miller as the backup staff member emergency contact for the fire alarm. She backs up Pastor Kevin.

## **"So that" Reflections**

- No actions or discussion

## **Church Business**

### **Church Council & By-laws update**

- Cindy Breeding is the secretary of the council. She will take notes, clean them up the evening of the meeting and share them with the council the evening of the meeting
- Council voted to add a date to the By-Laws - the date will be added. Date for updated by-laws was set as June 18, 2016 by Bryan.
- Council voted that any approved and carried motions made electronically or similarly between monthly meetings be added to the next meeting's minutes.
- Bryan said that once a simple majority reached, the motion carries and will thusly be announced electronically or similarly, but votes from remaining council members is and will be encouraged.

### **Finance, Treasurer, Secretary, etc.**

- Budget vs. Actual - Vicki asked about the senior breakfast. Does the breakfast need to be a line-item budget if it is a self-supporting event? (The breakfast didn't use the allotted amount). Can we carry over the expense? Jane said Apple Ministry had to set up a separate checking account to be able to carry over \$\$ left over.

- Ground maintenance discussion - Pat Moynagh was paid for recent work and he in turn tithed the most of funds back to the church, but the monthly accounting turned over to the next month before Pat's payment was received.
- 2017 comparison budget. The grounds maintenance is a lot more than last year. We're now paying Gary Kennedy for lawn maintenance monthly as opposed to end-of-year as was done last year. Timing created an instance where two payments landed on the same month. Gary tithes the money back. The payment is for income tax purposes.
- Grounds budget includes lawn care, irrigation maintenance.

#### Building and grounds maintenance

- Rental rates/agreement review - Jane brought up the ability to waive insurance by the pastor's decision.
- Kevin - In the past, we've been open to anyone using the building - from Boy Scouts to recitals. Over time, that has been a bigger problem because there isn't a staff member who is tasked with opening and closing the building. A rental policy helps pay a staffer - instead of having staffer or volunteer do it for free.
- Discussion of costs: The rental fee should cover the payment to the staff or for a custodian to come in and clean-up. Custodians clean on Saturday morning, and there is little flexibility on the part of the custodial staff if there is an event after a Saturday morning cleaning to return and clean the building.
- No cost for members of the church for a wedding or funerals, but non-members would rent the space.
- Discussion of needs for renters: Someone needs to open the building, check the kitchen, bathrooms and thermostat, and then to make sure the kitchen is cleaned, lights off and air conditioning set to a reasonable temperature before locking the building. **Follow-up:** Linda Estrada stated her crew can come in "*anytime Saturday*" to clean, but she will need advance notice.
- Jane: Ultimately, we need an event coordinator.
- Council agreed that for the upcoming rehearsal dinner a prospective renter would like to have in the church, the church will use the longform (5-plus page) rental policy submitted to the council while members consider a permanent policy. The council MUST decide on the 5-page policy and any modifications therein at the July meeting.
- Connie will decide on the additional fee for the cleaning, but will cite a \$100 fee for the building rental.

#### Irrigation system

- Auto-watering schedule: Bryan said the church will start with watering 15 minutes per zone twice a week for the next three weeks. The treasurer and council will assess the cost for water.
- Bryan said an underground leak has been plugged.

#### Exterior window leaks and adjacent drainage issues

- Kim Whitmer filled holes around the windows with sealant
- Laury reported that a window leak made the carpeting in the CDO area smell badly. Laury stated CDO paid for carpet cleaning as the smell could become an issue.
- Connie said some ceiling panels are showing water damage. Roofing company will need to come out, re-assess the roof for spot treatment and review.
- Leo will find out which roofing company replaced the roof and warranty work after that - and that the roofing business owner made a contribution to the church. Connie will call the company when they are identified.

- Laury talked to Kim Whitmer about the ice maker. The repair technician said the church hasn't been cleaning the ice maker properly. The company has removed it to clean it out and will return it when complete. Five Star is the contract company used by CDO for other things, and they will bring the ice maker back and show Kim and another member how to properly maintain the icemaker.
- Bryan has requested contact data for Five Star (and roofing contractor).

#### Water retention pond

- Bryan and Kim pumped out the retention pond due to recent inclement weather.
- Vicki asked if the retention pond by the garden could be shaped to make the situation easier. (Question will be put to Dr. Moynagh when he returns after the summer break.)

#### Seating arrangement/new sanctuary design

- One longstanding member expressed dismay over the seating arrangement and decided to leave, concerned that an active shooter could get into the building quickly.
- Kevin - we need to hear and consider the negative feedback. We aren't shoving anything down the congregation's throat. The choir is behind everyone now, and there is a historical precedent (choir lofts were opposite the pulpit), and some complaints about the choir being behind the congregation have come up
- The new configuration includes a few more chairs than the previous configuration
- The first row should have a few chairs removed to ease moving in these areas.

#### Clearing the clutter

- Connie: We need to clear the hallways. CDO was to clean off the top of the cubbies Status of that was cleared. Laury: The reason the rack of shelves exists is because CDO was sharing the room with youth. Teens didn't want to be reminded they were sharing the room with babies - a juvenile environment was distracting for the teens. CDO can roll the whole rack back into the teen room to make more room in the hall.
- Connie, Laury and Kevin need to meet about a room swap for CDO - tabled discussion until after the meeting.
- Worship banners - Connie found a series of banners to hang from the ceiling/walls in the sanctuary. These are indoor banners are made of fabric and are on sale
- Connie also researched back-lighted stands that can light acrylic inserts covered by decals of stained glass windows. These could be placed on either side of the cross in the sanctuary. The church can use banners and the backlighted stands or just one without the other.
- Kevin moved to assemble a decoration team that meets with Connie to evaluate the cost, consider designs, present a recommendation to the council and then make it happen. Cindy seconded. (Pat Johnson was named as a key player for the church decorations & Vicki volunteered to be on it and Kevin will suggest other members.) Motion carries.

#### Reception desk

- Tabled until meeting between Laury, Connie and Kevin.

#### Children's Day Out

- New CDO Board is assembled. The board will be made up of three voting members, Leo, Norma and Clinton Mosely. (Clinton has three grandchildren attending CDO). Additionally, three ex-officio (non-voting) members will also be part of the board, Laury Scharber, Charlotte Guest and Pastor Kevin. Additional advisory roles/persons can be and have been added to the board from among the parents and teachers as this would be both advantageous and beneficial.

- Leo: CDO board has done a lot of work. It took hours to enter budget manually, and it still wouldn't reconcile. Leo is getting CDO back on Quick Books Online (QB) for \$21 a year. Norma and Leo know how to use it. QB reconciles the books, tracks finance, and makes a report.
- Leo: The CDO will present by-laws for the CDO board at the July meeting

#### Congregational care

- Gary: We could use more people to sign up.
- Vicki: Kevin can announce congregational care during worship to remind us that people in the congregation need care and contact.

#### Small church initiative

- Kevin: Covenant Groups have begun, no feedback yet but people are attending. Would like more people to participate, ideally, but we're just going ahead with the participants who have signed up.

#### Communications teams

- Connie Miller: Church communication is improving. We have 28 new Facebook followers. Facebook engagement is up 600 percent and posts on programs, worship and the community garden have reached a bigger audience.
- We have a new MailChimp account. The number of people who open their newsletter alerts - 300 people are subscribed - is at 20 percent.
- The wireless router is incapable of reaching the full perimeter of the building. Therefore, wireless boosters are needed to make wireless communications easier.
- We don't have many prayer requests and need to work on this.

#### Apple ministry

- Kevin: Keely has volunteered to do the backpack ministry - buying materials, pack, organize and distribute them. Jane said she has spoken to Keely, and Jane is still overseeing the project. Krum UMC extended the application process. School district will no longer provide information on free lunch recipients as the person who did this last year has retired and they decided to no longer provide this information. Jane, using other means, expects there to be more than 100 children served.
- Jane needs a designated room to store the materials. The conference room is small for assembly, but the space is needed to put all the items together. We also might need to store overflow in the office. Vacation Bible School will further complicate storage matters. All agreed clearing the conference room of stacked chairs and similar extraneous matter along the walls would improve matters immensely.
- Jane will be ordering lots of material (on sale) to avoid having to haul heavy parcels around. Walmart has sales on supplies, and Jane has access to an Amazon Prime portal to further maximize "bang for the buck". Boxes will be inspected for proper content, then labeled.
- We need to raise funds for 2018. Jane, Kevin and Keely will meet to discuss the ministry and fundraising. Kevin also suggested holding special collections during church services.
- Thursday, Aug. 2- Friday Aug. 3 will be work nights for making the backpacks. Saturday, Aug. 4 is when the church will be distributing the backpacks to the community. Connie will get the dates into the communications stream as soon as the dates are confirmed by Jane, Kevin and Keely.