



<h2 style="margin: 0;">St. John UMC Leadership Board Meeting</h2>

Date & Time:	Sunday, August 18, 2024, 12:15 p.m.
Location:	St. John UMC room 108
Pastors in attendance:	Rev. Jenny Anderson
Leadership Board in attendance:	<p>Charles (Leadership Board Chair & Trustees) Rich (Finance—Chair), Greg (Trustees—Chair), Tonya (Staff Parish Relations & Annual Conference Representative), Mary (Finance), Stephanie (Mission and Ministries Representative), Allen (Staff Parish Relations & Lay Leader), Sarah (Trustees—Secretary), Georgia (Finance Committee), Alison (Council Secretary)</p> <p>Attending by Zoom: Mark (Staff Parish Relations)</p> <p>Absent: Karen (New Member)</p>
Church members/staff:	None

Agenda Details:

- I. Opening (<1 min) – Charles opened the meeting. Alison prayed.
- II. Spiritual Formation (13 mins) – Stephanie shared from Luke 13. Each Board member shared in response to the question “How is it with your soul?”
- III. Leadership Equipping (11 mins) – Sarah shared from chapters 9 and 10 of *Rethink Communication: A Playbook to Clarify and Communicate Everything in Your Church* by Phil Bowdle. The section topics were “Execute Your Plan” and “Evaluate Your Results.” Georgia pointed out that there are great ideas in the book, and she suggested there be a plan to implement them. Rich suggested this be done in January at the retreat/work session.
- IV. Review of New People (2 mins) – Jenny introduced Mary as a new member of the Board as part of Finance. Mark has moved to Staff Parish. Jenny also shared that new people will be joining the church next Sunday.
- V. Goal Review and Accountability (11 mins) – Jenny shared that staff reviews are currently taking place, and Tonya reminded the Board of the process. Jenny announced that Charge Conference will be on October 20 (1:30-2:30 p.m.). The next

Leadership Board meeting will be on September 29 to allow paperwork to be prepared for Charge Conference. Finally, Jenny shared that Alissa who works with DS Beth will be at St. John next Sunday, August 25.

- VI. Packet and Consent Calendar Items (3 min) – Charles brought the minutes of the June meeting before the Board. Rich asked about the status of the DCCM rental agreement. After discussion, the Board determined that the rental agreement will need to be created. Jenny has a template, and Rich is willing to adapt it for St. John. The Board voted on the minutes from the June meeting, and they were unanimously approved.
- VII. Generative and Strategic Work (70 mins)
 - a. Finance (32 min) – Rich asked for questions from the Board about the Finance Report, and none were asked. Rich presented an additional document titled “Finance Recommendations to the Board.” Discussion ensued. Jenny shared that this year’s Stewardship focus will begin in late September with an aim of getting pledges in by October 20. Phone follow-up will start the week of October 28. Discussion also included ways to communicate about the Budget Process. After discussion, the Board voted on the three recommendations one at a time.
 - i. Transfer of the total amount in the 225 Anniversary restricted fund to Operating Income. This passed unanimously.
 - ii. Establishment of process for 2025 budget preparation. This passed unanimously.
 - iii. Proposed 2025 Budget Process. This passed unanimously.Rich also let the Board know that St. John’s request for Employee Retention Credit money is still with the IRS.
 - b. Trustees (29 mins) – Greg presented two reports.
 - i. Greg reviewed the Trustees Report. Tonya suggested a Work Day schedule of the second Saturday in October, February, and May and asked the Trustees to decide.
 - ii. Greg provided the Board with notes from the August 14 meeting with him, Jenny, and Tim. Greg and Rich will meet on Tuesday as follow-up.
 - c. SPR (9 mins) – Tonya reviewed the Staff Parish Relations Report. She pointed out that a Conference recommendation is for every church to have an active shooter policy. Jenny suggested starting with Keith, and Tonya will speak with him. Tonya also let the Board know that September is Staff Appreciation. Tonya will email the Board to write notes to the staff. Discussion took place about an additional holiday, and that topic was tabled.
 - d. Approval of Reports from Trustees, SPR, and Finance Teams (< 1 min) – The Board voted and unanimously approved the reports.
- VIII. Communication (2 mins) – Charles reviewed the business that took place at today’s meeting.
- IX. Next Meeting (0 mins) – This was covered earlier. The meeting will take place on Sunday, September 29, 12:15 p.m.
- X. Closing (<1 min) – Stephanie prayed a closing prayer, and the meeting was adjourned.