

Castleton United Methodist Church
Leadership Team Meeting Minutes
September 19, 2017

The meeting was called to order and opened in prayer by Paul Bickle at 6:35 P.M.

Team members present: Paul Bickle, Kim Paulus-Tauriainen, Deb McCloud, Ron Miller, Roy Byerly, Larry Burch, and James Hinshaw; Pastor William Nickrand was also present. Joyce Poole, Carole Craig, Tom Schubert, and Pastor Bert Kite were absent, as was CUMC Treasurer David Ayers.

CUMNS

Yvette Willis joined the Leadership Team for both an update and budget discussion for CUMNS (Castleton United Methodist Nursery School)

This past year, CUMNS has hired 11 new staff members, reinstated the NAEYC accreditation as well as the Paths to Quality accreditation; currently staffing is decent, CUMNS needs 2.5 more staff since a class for one year olds is expected to open in January 2018

As of the meeting, there are 134 students from 104 families

Regarding the pay issues of last year, the pay adjustments made last summer have made a big difference and Yvette is comfortable with the pay; ideally, merit based increases could occur annually, that is still being examined

Yvette says that she and the teachers truly appreciate all of the love shown to them through the cards, treats, breakfast, etc.

Budget

Ideally want a net income of approximately \$40K

Cannot expect to see the same results for 2017-18 as seen from the 2016-17 year

\$862K is currently contracted revenue, so \$20k is seen as a stretch goal

The needed 2.5 staff is included in \$880K listed for salaries

Last year, CUMNS did four paid holidays, this year the plan is to add one more

Food is a very large expense as it is a requirement for both NAEYC and Paths to Quality accreditations; are looking for reductions in the food and playground expenses

There is a desire to track a full time equivalent on the numbers of children since some of the children are present for only a few hours per day whereas others are present for the entire day

Looking at a "On my way Pre-K" program for which CUMNS qualifies, but the program has lots of details and work to do

Deb McCloud moved to accept the CUMNS budget as proposed, James Hinshaw seconded, and the budget was accepted unanimously

Finance

Given that CUMC is down approximately \$104K for the year, it is definitely time to look at the overall budget – Deb McCloud, Pastor Bert Kite, and Wayne Derr are starting to examine where possible cuts could be made

Giving versus goal for the past 4 years has shown that 30% of the overall revenue is given during the last quarter of the year; however, even if that holds true, there could still be a \$180K shortfall for the year

Cecil Whitaker is enthusiastic about heading up the Stewardship Campaign for the year; there is quite a bit thought going into the campaign

Still Waters

At capacity on Monday and Friday (25), lower on the other days; Eastgate is up to nine guests
Generally, adult day centers receive 80% of revenue from fees
In August, 99% of SW expenses were covered by revenue from the fees
There will probably be a loss for the year, given the opening of the Eastgate location
Probably can be cautiously optimistic for next year
The Still Waters budget is expected to be ready for the November 13 advisory board meeting
and November LT meeting

Trustees

Tom Schubert was absent; Ron Miller updated with information that a new quote for the LED lights gave a lower cost for each light

SPRC

Drew Pace was hired as the new organist and already was making great impressions on the staff
Evaluations need to be completed for both pastors
Youth Ministry open position has been advertised on the CUMC web site, conference web site

Deb McCloud moved, Roy Byerly seconded, that the August minutes be approved with the requested corrections; the minutes were approved unanimously

Endowment Committee

Since the Leadership Team is technically the Endowment Committee, the group has been renamed the Endowment Task Force

Very little money has been raised since 1993, the memorial for Chris Landon is not included in the Endowment since the Endowment Committee is really just a manager of that money

The Indiana United Methodist Foundation provided a comprehensive set of policy templates, once the templates are adjusted for CUMC's specific needs, the policies will be brought before the Leadership Team for approval

Another part of the Task Force is a subcommittee for communication and the actual fundraising – need to be passionate about the church, produce educational campaign materials, be ready for the May 2018 anniversary

Misc.

Paul suggested it might be time for a Town Hall meeting to update the members of CUMC

Charge Conference – November 16th at North UMC

Share LT

Deb McCloud would like to see additional financial information

Paul and Larry wondered if some of the responsibilities could be part of the Youth Ministry Director's position

Specifically what functions are needed for Share LT director, could there be a discussion with Pastor Bert about those functions and whether CUMC staff could handle those

Deb McCloud – concern about creating another silo with Share LT

Roy suggested adding a Year to Date total for the giving on the bulletin

Next meeting is October 17th at 6:30 P.M. at the Ministries Center

Roy closed the meeting in prayer at 8:50 P.M.

Respectfully submitted, Kimberly Paulus-Tauriainen