

Castleton United Methodist Church
Leadership Team Meeting Minutes
January 22, 2019

Team members present were: Daniel Glass, Ron Miller, James Hinshaw, Mark Unland, Deb McCloud, Larry Burch, Chris Heylmann and Mary Carson. Pastor Jen was present as well. John Dinwiddie and Paul Halvorsen are both excused.

Prior to the opening of the meeting, the leadership team talked about joys and concerns in our lives and the lives of the church. Ken Glass - Healing well. A new Organist. Ron's family - Medical

The meeting opened with prayer at 6:30 PM

Minutes:

Deb McCloud Motioned to approved the Minutes. James Hinshaw seconded, the minutes were approved 7-0.

Trustee Update:

Mark Unland gave an update on the new worklist that is created on the church website. Anyone can add to the work list and it gives notifications when something new. Currently, it is currently in the testing phase with some of our designated members (Tom Schubert, Phil Myers, Kathy Pellman). Mark asked the leadership team to try and locate the links via the website. There is one for submitting a ticket and one to see the whole list.

There is a new Scout troop that would like to start in February. They are chartered. Mark moved to accept the new troop. Second by James | Vote: 6 For, 0 Against, 1 Abstained.

Room rentals was discussed. A need for a fee schedule that is consistent from group to group was discussed. Also the potential of a member vs non member fee. Pastor Jen also brought up the building use policy. The comment was made that the building use policy should match the mission of the church. This also led to discussions about permanently displaying or hanging something on a wall from an organization the regularly use our building. : The board discussed a proposal to allow displays to hang continuously in the Fellowship Hall. Alternatives were suggested along with some discussion on multi-use of the room. Pastor Jen stated that any display policy should be contained within the Building Use Policy and gave the leadership team multiple people to contact so we can begin working on updating building policy for CUMC.

Transferred funds from the Trustee to CUMNS for mold repair. All of that work has been completed and there are few more ideas they have to make sure that never happens again in these areas. We may need to remove a door and make sure that airflow is better in that room.

Fundraising Request were discussed amongst the board. We tabled discussion until we could circle back with David to see if we had a written policy on this yet. If not we would have to write the policy and have it sent to the Finance Committee Chair and then we would update these policies every year.

Finance Update:

The leadership team discussed the newly drafted credit card policies for credit card usage agreement and general use credit card usage. We took an initial copy of the United Methodist Conference policy and then made tweaks to it.

The board amended and added in the credit card usage agreement Item #3, "Use of the card for non-church charges may result in cancellation of the card and may also result in further disciplinary actions including termination."

The team also added item #4 saying, "The church at any time may revoke the credit card at its discretion." The final amendment was changing 60 days to 30 days in the pay back.

For the general use credit cards the leadership team amended the amount of time to return the card from seven (7) days to two (2) weekdays/office days.

There was a motion to approve. It was seconded. Motion passed 8-0.

Book Study Assignment:

The leadership team has began our book study as we look to make a singular board. The book the leadership team is reading is *Mission Possible* by Kay L. Kotan PCC. It will challenge us and help facilitate conversation as we switch to the new board structure and will be a great foundation to help move CUMC forward.

We will be having discussion about the book and we have been asked to have all discussion questions ready by February 12th.

Pastor Report:

Pastor Jen reported to the leadership team that the staff has begun their book study of *The Five Dysfunctions of a Team* by Patrick Lencioni. They are focused on reading the book through two different lenses. The first lense is what does it mean as a staff and the second lense as what does it mean as we build more teams.

Pastor Jen made note of the video that was shown the previous sunday during the service. The video was *Castleton Cares* and she reported that it took multiple months to put together and it will be showed on a sunday in each month. She believes this video pulls all of our missions into a singular discussion.

Pastor Jen also updated the leadership team on hospital visit team. They have been trained by a hospital chaplain. There will be someone visiting the hospitals every day and CUMC will be able to reach out and live out our faith covenant. There will also be keychain tags made for CUMC members and with directions incase someone is hospitalized anyone knows who to contact.

The final update from Pastor Jen was that the staff were still working on updating their job descriptions and those should be finalized this month to help continue to move our church forward.

Staff Parish:

We discussed the open positions in the church and and how the search was going.

Miscellaneous:

The upcoming vote in the Methodist church was discussed and the reminder of a prayer time before the vote takes place.

February meeting will be on on February 19th at 6:00 PM in the Ministries Center Conference Room. February 20th - 5:00 PM to 7:30 PM will be another leadership meeting to finish up the book study. Dinner will be provided on the 20th.

The meeting was closed in prayer at 8:30 P.M.