

Leadership Board Minutes

Manchester United Methodist Church

Meeting: August 22, 2021, 3:00 pm

Secretary: Kristi Koehl

Present in person: Chuck Healy, Barb Zenser, Dave Divjak, Ali Fields, Beth Hunyar, Jeff Haupt, Rob Peterson, Linda Horondenski, Kristi Koehl, Kim Taylor West, June Van Klaveren, Rev. Phil Estes, Rev. Jim Peich, Rev. Stephanie Lendt, Rev. Andy Bryan. Present **Via Zoom:** Suzanne Mertens, Jim Lange.

Absent: Joe Strohm, Aidan Combs

Devotional: Beth Hunyar

Welcome Extended to new Board Member: June Van Klaveren

Joys and Concerns Were Shared

Old Business:

June 2021 Minutes Approved and can be posted. Motion to Pass by Chuck Healy, Seconded by Ali Fields.

No guests asked to attend today's meeting.

Pastor Updates (Andy Bryan):

Phase 3 to Phase 4 is going to be postponed and masks will continue to be required in all public spaces of the building, including bathrooms and sanctuaries. Meeting rooms are designated "private" spaces and mask requirements can be made at the discretion of the meeting attendees. While we will continue to monitor county guidelines, we may be more stringent in terms of our own policies and procedures.

We will start an 8 AM prayer service in the chapel starting in October. There will be a 4 week "trial" period to see what the response is.

All Pastors are continuing to advocate for vaccinations as a Christian responsibility.

The Homecoming Event in September will still occur. Masks outdoors will not be required. Chorus is still planning to participate in services, but may be masked. This is still under the consideration of the Choral Director.

Century 3 Process is now underway – Four Teams are working towards a goal of creating action items by end of Fall. Some board members brought to the attention that they had not been contacted, despite applying to join one of the committees. Pastor Jim will explore, to ensure follow-ups have been made to not only the Board Members, but other applicants as well.

Charge Conference has been set for October 30 at Fenton UMC at 2 PM. Charge conference ensures that various reports are offered to the District Superintendent. We will join other churches in our District. Duration is estimated to be approximately 2 hours.

Hospitality and Congregational Care (Stephanie Lendt):

The postponement of Welcome Team Trainings has had an impact on the sharing of Safety Protocols and Procedures. Board members are strongly encouraged to attend the In-Person training Sat, Nov 13 from 8 AM – 12 PM.

Ministry and Leadership (Jim Peich):

Pre-school Budget: Fiscal Year goes from Aug – July. Enrollment has increased by approx. 30 people this year vs last year. School is averaging 3 – 4 new enrollments a week. Due to the pandemic and decreases in enrollment, the school scaled back on personnel, facilities, and materials. While FY22 is scheduled to end with a -\$9376 deficit, this can be covered (if necessary) with reserves, and/or the Federal Employee Tax Credit the church is scheduled to receive. FY23 increases are not anticipated to match FY22, as there was a greater increase in FY22 vs FY21 due to the pandemic. Budget passed Board Approval, with Linda Horodenski making motion to approve and Kristi Koehl seconding.

Missions Director: Liz Schubert to join staff as Missions Director after unanimous decision and thorough screening of several applicants.

Director of Children’s Music and Drama: This position is now down to 3 Finalists. Job responsibilities will now include Partnership with the Sunday School Director.

Children’s Music Ministry will return. However, timeline is dependent upon pandemic, as well as staffing considerations (i.e. the hiring of the Director, above).

2022 Ministry Planning will start over the next couple of months, resulting in a budget for Board approval. Team is working towards a November review and December vote.

Programming “gearing up” for Fall. However, the uncertainty of the pandemic is causing some apprehension among the staff. The team asks for support (i.e. encouragement, patience) as they continue their planning.

Operations and Generosity (Phil Estes)

Budget Summary as of 7/31/21:

- Deficit ending in approx. \$-25K vs budget of approx. \$-125K
- Donations Needed to meet Building/Debt = \$12,197; HVAC \$97,033 as of 7/31/21
- Forgiveness of SBA Paycheck Protection Plan Forgivable Loan complete. Funds allocated to church equal \$361,082; \$58,000 to MUMC Circle of Friends preschool. Church was assisted by CPA Firm Rubin Brown to identify opportunities for credits/forgiveness.
- Employee Retention Credit expected to be approximately \$236K; Processing time for credit may take up to 1 year.
- \$11242 Leadership Board Endowment Request will cover Chapel A/V equipment and electronic door for one of our entrances. Passed and seconded by board. Chuck Healy made motion and Jeff Haupt seconded motion.

Heating/Cooling Update:

- Phase 1A Project Funds Available: \$403K; Goal: \$500K

Trustees Initiatives:

- Fellowship Hall – Staff/Board is starting to consider enhancements, changes to Fellowship Hall. These changes, enhancements are in the process of being explored & discussions will continue.
- General Facility Maintenance Updates: Parking lot sealing has been completed; Lower-Level signage updates are in progress; Flooring Bids are currently in progress and will be covered by our 2021 endowment distributions. Staff is exploring what we can do in terms of updates and renovations to gardens and grounds.
- Rental Properties – 121 Creve Coeur and 220 Creve Coeur are now leased.
- Bike House - The Bike Rehab Ministry has a 14-foot Christian Cross that has been created by a former Bike Rehab member. We are in the process of determining where the cross should be erected – either in front of the house, or in some other areas on church grounds. More discussion needs to happen and an update at the next board meeting.
- Grounds Maintenance: John Himpel, volunteer of grounds maintenance, brought concerns to attention and would like to discuss more volunteers to take on some of the work. We will try to get an understanding of what tasks need to be accomplished and revisit this at future board meetings.

Other Business (Jeff Haupt): Leadership Board/Staff Meal to be planned between now and end of the year. First Tuesday of each month is staff meeting. Meal could also occur after a church service.

Ministry Highlight – Congregational Care (Stephanie Lendt). Stephanie provided descriptions highlighting the following:

- Stephen Ministers are the backbone of congregational care. Active Listening is a key part of the ministry. Stephen Ministry training will start in January.
- Visitation Care team
- Grief Share/Divorce Care is not currently occurring at MUMC due to lack of a ministry leader to run the program. GS/DC classes are offered throughout the St. Louis area.
- Clergy on Call – 24/7
- Hospital Visits during Covid have been primarily limited to phone calls. Calls and visits by Pastor Stephanie and Stephen Ministers.
- Greeting Card Ministry.
- Prayer Team has met for 20 – 30 years to go through Prayer Requests and pray weekly on Tuesdays at 9:30 AM.

Update from Jim Peich: Limited Access Agreement is going to be implemented for an unnamed individual and we are in that process currently.

Closing Prayer

Next Meeting: Sunday, September 26 from 3 PM – 5 PM

Secretary: Rob Peterson

Devotional: Jeff Haupt

Closing Prayer: Susanne Mertens