

# Manchester UMC Leadership Board Minutes

Meeting: September 26, 2021, 3:00 pm

Secretary: Rob Peterson

**Present in person:** Joe Strohm, Linda Horodenski, Beth Hunyar, Ali Fields, Dave Divjak, Kristi Koehl, Chuck Healy, June Van Klaveren, Kim Taylor West, Rob Peterson, Rev. Andy Bryant, Rev. Stephanie Lendt and Rev. Phil Estes

**Present via Zoom:** Barb Zenser, Suzanne Mertens, Jeff Haupt, Jim Lange and Rev. Jim Peich. John Himpel attended as a guest.

**Absent:** None

**Devotional:** Jeff Haupt

**Joys and Concerns were shared**

**Old Business:**

August 2021 meeting minutes approved and can be posted. Jeff motioned and Ali seconded.

**Pastoral Update (Andy Bryan):**

COVID update procedures to remain the same for the time. Fellowship hall can be used for events and the masks can be taken off to eat. No food to be served in the hallway, food will be prepared in the kitchen and served in the fellowship hall. Vaccines are required. Food can be brought in but no cooking of the food.

Charge conference is coming up on Saturday October 30 at 2:00 at Fenton UMC. Pastors are set at charge conference and all paperwork to be turned in before. We will review at the October meeting.

Homecoming was a success and worship service attendance was over 900 people. Youth and the kids used it as their annual kickoff.

Century 3 working on strategic plan for the next four years. The four teams are at work and communicating with each other. Looking at late fall to have this planning wrapped up and moving forward with a strategic plan for the next four years. The groups that are taking minutes are posting them on-line.

Pastors Andy, Stephanie, Phil, Jim and Winter's salaries will be set the conference. We are in year 3 of a 5-year plan to get the staff salaries to the 75 percentiles of wages to comparable positions from similar churches. Phil Estes gave a presentation on the pastors' salaries in the current year and projected for 2022. Total dollar change is \$43, xxx and 9.78%. The salary average is based on a national salary survey. Winter's bump is due to her being re-categorized to a clergy position.

Staff has been very vocal in expressing their appreciation in the work to equalize their pay and bring the salaries in line with other organizations.

The 2022 budget is being worked on at this time. Budget should be ready for the November meeting. We will have a month to review and pray over to vote for approval in the December meeting. There will be a line item for a full-time position for a communication director. We are not looking to hire someone but to restructuring positions to make this a full-time position. Preschool will then need to hire a new part time admin. The music administrator will become the Events/Project manager.

### **Ministry and Leadership (Jim Peich):**

Liz Schubert has joined the staff. Emily Picard has joined the staff as Director of Children's Music and Drama. The choir director for the Joyful Noise position was filled with Erin Bryan.

Updated the HR manual and job descriptions. Held an offsite meeting leadership meeting for next year to establish the big projects to be completed next year.

Administration staff will be holding a meeting also for team building and best practices.

Communications will be working on updating our website. Need to update and reconfigure it to speed it up.

Recently launched an organ donor site for a resource for people interested in being a donor or needing information about organ.

Youth ministry is going very well, last meeting had 49 youth and chaperon. 22 middle schoolers signed up for their midweek meeting. Numbers are back to pre-pandemic levels.

Information center is back up and running.

### **Operations and Generosity (Phil Estes):**

Deficit ending in approximately \$129,000 actual vs \$169,500 budget.

Donations needed for the building is \$10,000 and \$95,000 for HVAC. Discussion on how to increase the above and beyond giving to increase the funding for the building and HVAC.

Reminder about the PPP loan forgiveness and the amount to the general and the preschool.

ERC amended return will be filed this week, but it could take up to a year to receive the funds.

Will need to trench and run a new conduit to get security cameras up. Fellowship hall has been mostly cleared and cleaned out. Jim is setting an appointment with the congregant about removing the basketball hoops and scoreboards. Flooring will be discussed once the basketball hardware is removed.

This is all being considered with the budgeting process.

The way this space is to be utilized is being developed in consideration with our Century 3 strategic planning.

Looking to set an amount of money aside each year for replacement of portions of the roofing and flooring each year.

Replacement of flooring in the administration area bid came in around \$20,000 for carpet tiles. Board is suggesting the use of luxury vinyl flooring over carpeting for appearance and maintenance.

The automatic door lock on the north side of the building has been installed.

Look at having a group of 10 volunteers that meet on a quarterly basis to help maintain the landscaping. \$20,985 was the bid for the master plan. The board is not ready to proceed with this plan but will take it under consideration. Board member asked for a property map to be shared for reference. A couple board members mentioned that maybe it should be considered selling some of the property we own for income and having less to manage.

Bike House cross updated that there is space for the cross to go in front of the house.

Gravel parking lot needs herbicide and weed killer.

### **Hospitality and Congregational Care (Stephanie Lendt):**

Saturday 11/13 from 8 to noon training session for the welcome team all board members are encouraged to attend so we know how to move everyone to safety or out of the building in case of an emergency.

Interviewing candidates for Stephen Ministers training will begin in November. Training will begin in January.

Saturday chapel service now has the same AV capabilities as the sanctuary.

### **New Business**

Beth discussed the grounds review and what the needs are and how we move forward with the upkeep.

### **Pastoral Consultation**

Rev. Bryan, Rev. Lendt and Rev. Peich all stated they wished to stay here.

All board members were in favor of having Rev. Bryan stay and lead. Staff is well respected and consistency during Century 3 planning.

All members were in favor of having Rev. Lendt stay.

All members were in favor of having Rev. Peich stay.

### **Erecting the bike cross at the Bike Rehab House**

Jeff presented on the bike wheel cross for the front of the Bike Rehab House. The church will have to get a permit from the city of Manchester at a cost of \$100 to \$300.

Jeff made a motion and Ali seconded and vote was unanimous to move forward with the cross being erected in front of the House.

### **Closing Prayer**

**Next Meeting: Sunday October 24 from 3-5.**