

Personnel Council Meeting Minutes

9/19/17

The meeting was called to order at 7:00 pm on Tuesday, 9/19/17. In attendance were Melissa Holmes, representing the Board, Jen King representing the Leadership Development Committee, and Gayle Tupper, representing the Membership Committee.

The meeting opened with general check in with the Committees. Membership reported that they hope to have between 6 and 12 members joining at next ingathering. Gayle also reported on an action item from the last meeting which was for the Membership Committee to discuss whether the name of the Membership representative on Sunday should be listed in the Order of Service (OOS). Membership would prefer not to list a name in the OOS because the actual Membership representative can change after the information for the OOS has been submitted. Instead the Membership representative on Sunday will check in with the greeters to make sure the greeters send newcomers to see the Membership rep. Also, the Membership rep will take an attendance count during the service.

We reviewed the membership of the Personnel Council. The original design of the Personnel Council included Membership, Leadership Development, the Minister and other members of staff as determined by the Executive Team or Personnel Council. At one of our early meetings we identified that it would be beneficial for CaYRE to attend to make sure we were including children and youth in the Personnel Council's goal to foster involvement of everyone at Mission Peak in congregational life. CaYRE has been invited to Council meetings but has not attended.
Action Item – Melissa: coordinate with CaYRE to attend the Personnel Council meetings
Action Item – Melissa: send out the draft charter for the Personnel Council and put on the agenda as a discussion item for the next meeting.

We continued the discussion from our last meeting about how to effectively engage with new members and active friends (defined as regular visitors who want some level of involvement within the Congregation). The main discussion points were:

- We need to ask people to get involved to get them invested in Mission Peak. We can't expect people to find their own way into a deeper relationship with the Congregation. If someone is going to find a personal connection with Mission Peak we must actively foster that. Gayle attended a PCD seminar on membership development where they talked about having "touch points" as a way for newer people to connect with the congregation. For example, a touch point might be doing set up on Sunday, singing in the choir, participating in a Common Read, etc. The goal is for someone to have 6 touch points within 6 months.
- We discussed the idea of a "buddy" from the Congregation who is assigned to an active friend or new member. The buddy would have some similar interests as the new member and would ask the new member to find touch points to get involved in the Congregation. The hope is that, since the buddy has some similar interests, they would be able to guide them to possible involvement that would help the new member find a deeper connection with Mission Peak.
- Buddies would be anyone from the Congregation (not necessarily from the Membership Committee) and would receive formalized training to help them know what the

engagement opportunities are within Mission Peak and to help them feel more comfortable in the buddy role. Part of the buddy training would be for the buddy to learn how to put the new member in touch with the right contact to get involved in something they are interested in. We will also have to determine how buddies are identified.

- **Action Item - Gayle: Have the Membership Committee discuss what could be included in training for buddies at their meeting next week.** For example, the training might include what to do with people with kids, people without kids, etc.
- **Action item - Gayle: Write an upcoming introduction to Week on the Peak to let people know more about what is going on in the Membership Committee. Gayle will coordinate the specific week with Sandra.**
- We discussed the roles of the Membership Committee and the Leadership Development Committee in terms of engaging members and friends. Membership focuses on getting people onboard and stable at Mission Peak. LDC focuses on a higher level of involvement. We need to figure out when a member transitions from Membership fostering involvement in the Congregation, to LDC fostering their involvement. There was a suggestion that this transition could happen once a new member has 4-5 touch points with the Congregation, and this could be tracked in the ICON database.
- **Action Item – Jen and Gayle: Have both committees brainstorm the criteria for the handoff from Membership to LDC.**
- **Action Item – Jen: Report out for next time: LDC process to check in with each congregant.**
- We discussed ways to make space for new members and active friends. Some of the brainstorming included a small group for newer folks, invitations to work at the Stone Garden, and buying spaces at some of the dinners auctioned off at the Black and White for people who have not walked in the door at Mission Peak yet. We need to make sure we find ways to make space for families/children/youth.
- **Action Item - All: Think about this for next time**

We discussed an ongoing concern that there is a need to connect Membership and Pastoral Associates, Canvass, and possibly other committees who are not on the same council. It was suggested that we hold a Committee chair meeting once a quarter after the service (like Worship Associates does). There would be some report outs around a current activity, or a committee would present an issue/idea they need help with.

Action Item – Melissa: Put this on the agenda for next time.

We had a general discussion about Committee items and feedback to the Executive Team and Rev. Benson.

- Committees that need more members based on various discussions that have happened in the Congregation: Pastoral Associates, Small group Ministry leaders, Social Justice
- **Action Item - Melissa: Ask Rev Benson to get the small group ministry going again**
- **Action Item - Melissa: Talk to Rev Benson about putting the greeting back in service.**

Our next meeting will be Tuesday, November 14, at 7 pm, at Melissa and Jen's house.