

Signal Crest United Methodist Church
Church Council Minutes
May 19, 2019

1. **In Attendance:** See attached roster of attendees.
2. **Devotion.** Tom Cofer, Church Council Vice Chair, opened the meeting with a devotion reminding everyone that the world does not revolve around you and that you have to look out for others first. God will meet your needs. Philippians 2:4, Proverbs 17:9, and Colossians 3:13 all remind us of this need. Bill Thornton then led an opening prayer.
3. **Approval of Prior Meeting Minutes.** The April Church Council meeting minutes were submitted for approval. Lisa Andrews made a motion to approve, and Mike Garvich seconded the motion. The April 2019 meeting minutes were then unanimously approved.
4. **Staff Parish Update.** Mark Smith, Chair of Church Council, presented on behalf of Lynn Lancaster.

We have made an offer to fill the position of Children's Director, and expect the new Director to begin June 4. The timeline for the formal announcement will be finalized soon. There were three strong candidates for the position. Mark offered a special thanks to Taylor Moore for her service as Interim Children's Director.

The last day for Dr. Doug Fairbanks with Signal Crest UMC will be June 16, and there will also be a reception for Doug that day.

Mark met our new Senior Pastor, Josh Kilbourne, and his family. Josh's first Sunday in pulpit will be July 7. Pastor Bill Thornton offered that Doug sees our leadership as being strong and on the correct path. Bill presented a special thanks to Lynn Lancaster and the Staff Parish Committee for their work during the recent transitions.

5. **Finance Update.** Mark Smith presented on behalf of Tina Close.

We are still searching for a person to provide accounting services, so please direct any leads to Tina. Anne Pitts stated that we have a preference for finding an individual with knowledge of church accounting and who is available part time; however, we are also considering retaining a firm to provide accounting services. Mark thanked Tracey Thornton for her excellent work to keep us running smoothly through this transition.

Budgeting for the 2020 fiscal year will start in August. Audit results and the 2020 budget will be available for the Charge Conference, which is expected to be in the October to November timeframe.

6. **Trusted Leadership.** Paul Jensen presented that the Finance Committee had identified the Memorial Fund as the most pressing issue to be addressed. The Trusted Leadership team was asked to look at what we are currently doing with this fund, and to lay out a new recommended procedure. The team has completed this work, and has started on the Music Fund.

The work on the Memorial Fund was driven by Sherry Hubbard and Allison Maynard, with feedback from Doug Fairbanks.

In the current process we collect memorial gifts, and Sherry Hubbard documents the gifts. We have a record of the memorial gifts for the last 35 years. The family or person giving the gift in honor is involved in how the money is to be used.

For the recommended future process, we would keep the existing record keeping processes, and the gift can be designed to a fund. The current funds that can be gifted are the Music Fund, Outreach Fund, Building Fund, Columbarium Fund, Memorial Fund, and The Cupboard. Accounting and documentation would remain the same under the new process, but we will additionally record how the church spends the money. The Book of Discipline gives the Trustees responsibility for the Memorial Fund.

The new process to use Memorial Funds begins with submission of a form requesting funds, and contains the following steps:

- The Leadership or Director of the designated area reviews the request, and signs off that it is an appropriate use of the funds.
- The Trustees determine if there is already a plan to address the need. If there is not, the Trustees sign off on the use of the funds.
- The Finance Committee verifies the money is available.
- The Church Council reviews and votes on whether to approve.
- If approved, the Memorial Committee ensures that the money is spent appropriately and documented.

Many of these approvals can be done in email. Note that this process cannot be used to fund an item that is already part of a budgeted item.

The fund currently has a balance of approximately \$40,000.

The team looked at several example scenarios to determine how each would work with the recommended new process. By depositing contributions, the church is making a commitment on how the money is to be spent. Therefore the preference is for gifts not to be designated for a specific purchase, but instead to a specific fund.

Doug Fairbanks contributed that he had only ever seen one case where money had to be turned down. When looking at the use of the funds not only the initial investment should be looked at, but also the ongoing maintenance, liabilities, etc. that the investment creates. Mark Smith proposed a hypothetical case where the donor designated money for a specific purchase, but the donation was not sufficient to cover the entire purchase. Paul Jensen responded that in that event the church council would ultimately have to vote on whether to carry through with the purchase, return the money or ask the donor for a re-designation of the gift.

Kathy Robertson asked when the new process would go into effect, and Sherry Hubbard responded that if approved it would go into effect immediately. Sherry discussed that

the Memorial Fund records go back more than 20 years in the workroom books, and include monetary amounts. In the future we will keep records for 7 years.

Our research found that some other churches only keep a certain amount in the Memorial Fund at the end of the year, and the remainder goes to the Building Fund. Tom Cofer stated that we have worked to rebuilt trust, and that this would not be consistent with our goals.

Lynn Lancaster made the motion to approve, and Marti Wayland seconded the motion. The new Memorial Fund policy was the unanimously approved.

The new form to request use of funds will be available in the Church office by request.

7. **Pastor's Report.** Bill Thornton presented the Pastor's report, thanking Doug and Carolyn Fairbanks for answering the call to serve Signal Crest UMC. We are expecting to induct a number of new members in the near future, and this is an indication of the health of the church. Work on Vision implementation has resulted in enormous progress.

Bill is excited about our new Senior Pastor, Josh Kilbourne. Josh will be fully present and visible in many areas, and Bill will work to support him.

Prayer requests were made for Lee Nagle's family and their small group, and also for Tom Cofer while attending the Capernaum Young Life group. Alexian is supporting Young Life by providing a place to meet. This effort will be talking to church groups and youth groups to provide support for kids with disabilities.

Mark stated that there will be no church council meeting in June. Church council will typically be held the third Sunday of each month for the remainder of 2019.

Bill commented that Drew Barton is beginning Seminary.

A special thanks was made to Marti Wayland, who has served by preparing and giving the children's sermon in the 11:00 a.m. worship service for 31 years.

The meeting was closed with prayer led by Rev. Thornton.

The meeting was then adjourned.

Steve Strickler, Secretary

Signal Crest United Methodist Church
Church Council Meeting Attendance
May 19, 2019

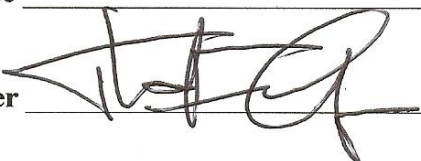
Lisa Andrews LISA ANDREWS

Drew Barton _____

June Bilbrey _____

Hugh Bullock _____


Tina Close _____

Tom Cofer 

Rebekah Ducote _____

Kelly Eller _____

Doug Fairbanks _____

Mike Garvich 

Patrice Glass _____

Carla Helm _____

Sherry Hubbard 

Paul Jensen 

Kirby Johnson _____

Colin Johnson _____

Lynn Lancaster _____

Doranne Lane _____

Allan Ledford _____

Bill Leonard _____

Allison Maynard _____

John Maynard, Jr. _____

Taylor Moore _____

Jeff Norwood _____

Anne Pitts *Anne Pitts* _____

Kathy Robertson *Kathy Robertson* _____

Kristen Robertson _____

Mark Smith *Mark Smith* _____

Kristy Stewart _____

Steve Strickler *[Signature]*

David Tonahill _____

Bill Thornton *[Signature]*

Carole Waller Carole R. Waller

Marti Wayland *[Signature]*

Please print name and sign

Scott Dieter *[Signature]* Youth Parent Advisory Rep

