

Core Leadership Meeting, September 17, 2018

In Attendance: Steve Rummel, Joe Lee, Melinda Lilley, Roger Ingalls, Brad Beeman, Jean Harris, Robbin Price, Linda Detering, Pam Johnson, Lea Fox, Dorothy Beeman, Jen Hoerber, Patty Ferguson, Laura Baumgartner, Wendi Brick, Rich Detering, David Sanford, Christian Hampson, Peter Narmita

Printer Report: Dave Sanford has done a lot of research to find us a new printer for the office. The new one, like the old one, will be leased, and will cost about $\frac{1}{3}$ to $\frac{1}{2}$ as much as the old one, without the bells and whistles we don't need. It will also be smaller. Peter Narmita, who is stepping into the role of church IT guru, says we'll be using cloud storage more, but that this shouldn't lead to slow downloading. Peter and Dave believe that the new printer will be easier to connect to printer drivers.

We will still be paying the lease on the old printer until October, when someone will come to pack it up and ship it back to the company. The company will pay \$500.00 of the cost of doing this. The lease isn't up until the machine is returned, but the lease on the new machine doesn't start until the old one ends, so we won't have any additional cost from any overlap.

The contract calls for the company to do any internal repairs on the new machine, but other printer problems are on us. We can pay an extra \$10 per month per terminal for more coverage, but Dave recommends that we forgo this extra cost.

There will be printer training for staff and church members who need it.

Dave has worked hard on this issue for a long time. Thanks, Dave, for all your efforts!

Update on Staff Recruitment:

Second Service Music Director: Robbin reported that the committee is connecting with Peter Narmita about posting the position on the job listing sites Laura recommended, as well as to the two emails Jason suggested. The job description looks good, and we hope for some interested candidates, although things may be slow at this time of the year.

Facilities Coordinator: Rich gave us an update on facilities maintenance. We've trained someone new on the use of the mower, and we shouldn't need to do much mowing until spring. Ted Snyder continues to keep the flowerbeds looking beautiful (thank you, Ted!). Dave Carver is comfortable with taking on other handyman jobs as needed, and Dorothy said that the preschool will help pay for any major work that needs to be done on parts of the campus that the preschool uses.

Dave Carver will no longer organize work parties or visits for necessary annual inspections.

We have about $\frac{2}{3}$ of the money for the facility coordinator left in the budget. We have not yet posted the position, and Dave is still on the books, although we will be confirming his last day shortly. We are sad that Dave cannot continue as the Facilities Coordinator, although we're delighted that his business is proving so successful.

Kitchen Fundraiser: Malia, Melinda, and Peter are planning an event on Saturday, November 3rd that will be part Pampered Chef party and part dinner, complete with "Mocktails." (I believe this is short for Methodist cocktails.) More information will be coming about this shortly. Malia is generously donating her Pampered Chef commission to the church.

Finance: Melinda talked about how the number of volunteers for the Finance Committee has continued to diminish, and now that Staff Parish decisions are being made by Core Leadership, perhaps it's time for Finance decisions to happen there, too. This is a logical step toward One-Board Governance.

We still need someone who can act as our finance expert on Core Leadership, and Melinda recommended we ask Jim Phillips to take this on. Jim would do the spreadsheets, but Core Leadership as a whole would make the decisions. We all agreed that Jim would make an excellent addition to the Core Leadership Team and that he should be invited to join us as finance expert.

The Finance Team will still exist as an ad hoc committee. As need arises, we will be grateful for their expertise. They certainly have our thanks for all the hard work they have put in, some of them for far longer than they might have originally planned—it's funny how that happens with committees.

Melinda will move from finance to communications and remain on Core Leadership in that capacity. She'll be looking at our communication tools, including our website, the Thursday Newsletter, and our Facebook page, to make sure they're working well. (I say anyone who can make the financial spreadsheets understandable to me is an expert in communication and will be a tremendous asset.)

Melinda will connect with Brad and create a communication plan to bring back to Core Leadership.

Leadership Training with Sue McGrath: We are hoping to have a leadership training with Sue McGrath on a Saturday or Sunday in January, details to be arranged. It will be a 3 or 4 hour training and will cover how we can best prayerfully communicate, bond, and lead during times of transition. Joe will craft an email to send to Sue and will run it by Core Leadership before he sends it.

Draft Employment Agreements: Brad has drafted employment agreements, which he shared with the group. We clarified Dave Carver's final date of employment,

Marie's pay as a contract employee while she trains Jill in details of church finance, and Jason's additional pay as he works as interim second service music director.

Marie's name will be removed from the check signing permission at Bank of America. We will only require one signature on a check, and Joe and Melinda are currently both accepted signators.

In Other News: The Preschool is making a generous \$6000 donation to the church. Core Leadership has decided to use this to help pay Jill's salary as Church Treasurer.

Peter Narmita wants to get some of our youth interested in helping with IT at the church. We have a lot of sharp, tech-savvy youth, so we wish him success.

Laura closed the meeting in prayer.

These minutes respectfully submitted by Robbin Price. Any mistakes or omissions are mine, and corrections are gratefully accepted.

Next Core Leadership Meeting: Monday, October 15, 7pm