

Our mission is to enable persons to encounter the living God as disclosed through Jesus Christ, to serve and celebrate God in an ever-changing society

BROADWAY CHRISTIAN CHURCH  
BOARD MEETING MINUTES  
December 12, 2023

**PRESENT** - 4 staff, 19 members, 4 guests

**OPENING PRAYER** - Robin Perso

## **INFORMATION ITEMS**

### **SETTLED LEAD MINISTER UPDATE** - Jenny Lybeck-Brown

Jenny reports that their task force has been meeting regularly. Gary Straub has recommended a list of pastors he thinks could be strong candidates though they are not on the Search and Call list, and Tina has contacted them to invite them to apply. Applications are submitted to Paul Koch, and formal Search and Call will continue through January. An ad has been placed in the on-line Christian Century which will run for 8 weeks. Zoom interviews will take place. A summary of the search process appears in this week's Broadway Life.

### **AUDIT REPORT** - Tami Benus

Tami Benus, CPA, made her report to the Board. She states that the review was a "blessing" to do, and that Ingrid had everything in good order and ready for her. Tami had several recommendations: (1) Since funds are insured by the bank for up to \$250,000, excess funds must be moved to another bank. (2) All assets owned by the church need to be on the balance sheet. This would be important should the church seek a loan. (3) Rental of the facilities by outside for-profit groups was addressed. If the amount of rental collected yearly is in excess of \$2,000, this needs to be declared as income. Depreciation of assets used by these groups will be taken into consideration. The IRS has a form for such income. (4) There needs to be cross training to cover Ingrid in the event of her absence.

Tami declared that the books are in good order.

### **NEW BUS DRIVER APPROVAL** - Robin Perso

Steve Westgate was approved by the Executive Committee on 11/14/23 as a new bus driver.

### **QUALITATIVE REVIEW UPDATE** - Robin Perso, Lynelle Phillips

The Task Force consisting of Lynelle Phillips, Genevieve Howard, John Poehlmann, Deb Carr and Maggie Meade presented the results of the 3-question survey presented to the congregation in October. The committee had met in November and were given the congregation's responses. They identified themes and spent a month coding into categories. They met again in early December to discuss findings. The group stressed that they are not making recommendations; they were tasked only with summarizing the findings and sharing results. Any remarks that were political, unrelated to the subject or regarding pastors were put in the "parking lot" and not considered as relevant to the charge.

Several themes emerged: Community togetherness and unity, change, worship styles, music, time/schedules, growth and attendance, longing.

Community togetherness and unity was addressed by John Poehlmann. Some members felt marginalized, but by and large the positives of a full sanctuary, high energy and seeing all

members were the prevailing thoughts. In regard to worship styles, Robin Perso says that some like the quiet and meditative style of the traditional service while others find it lackluster. Lynette tells the Board that as far as music is concerned, individual preferences come into play. Some don't like the noisy, performance feel of the contemporary service. Time and scheduling thoughts were shared by John Poehlmann who felt this was the third-place concern of many members. Some miss the early service time while some prefer the 10:30 time. A number of members felt that after adding the Holy 30 into the mix along with Sunday School, 2 ½ hours of church—especially for those with kids—was a lot. Growth and attendance was mentioned by those concerned about the future of Broadway Christian, lack of diversity and lack of young people. Robin says that longing means that the congregants want to feel free, relaxed, welcomed, valued and loved.

## **MINISTRY AREA REPORTS**

### **A. CHILDREN AND YOUTH - Barb Stephenson**

#### **RECENT DEVELOPMENTS**

- Children's Ministries Coordinator Kate Stecklein has turned in her resignation. Her last day will be 12/31/2023. Sarah Merz has agreed to move into the Coordinator position. She will be looking to hire an assistant.
- Trunk or Treat was moved indoors due to weather. We had a good turnout, approximately 200 children.
- We had a sports camp on November 10, a no-school day. We had 20 kids.
- Bible Study for grades 3-5 concluded the Prophets book. We had 5 participants this fall.
- The children helped decorate their classrooms on December 2, and we distributed an Advent kit to 18 families.
- Planning has begun on Baptism Class and 3rd grade Bible workshop.
- Approval was obtained from the Property Committee to paint the nursery wing classrooms. Painting will resume at a future date.

#### **FUTURE PLANS**

- We are taking a break in the Sunday school curriculum for Advent.
- Pathways and W&W will have class every Sunday during December and focus on the Advent themes.
- We have the "Glory to God" pageant on December 10.
- We will have a caroling and chili party on December 17.
- Planning has begun on Baptism Class and 3rd grade Bible workshop which begins in January.

### **B. CHILDREN AND YOUTH - Mike Crews**

#### **RECENT DEVELOPMENTS**

- Hosted Youth Make a Difference Day
- Facilitated 2 small group series throughout October and November
- Participated in a denominational panel for TIDES college campus ministry

- Offered “Finals Week Blessings” for MU students at Speaker’s Circle
- Youth Ensemble performed during the Sunday children’s pageant
- Youth shopped for kids from the Tree of Hope

## FUTURE PLANS

- Youth/Family caroling at The Terrace before Christmas
- Region-wide lock-in hosted at Broadway January 13-14
- Registration open for our Middle School mission trip to KC, MO. through “Be the Neighbor”
- Youth night in later January
- College focus group with TIDES and BCC’s Imaginarium

Mike applauded Ellen Flottman’s many contributions to the children’s Christmas pageant during the worship service on the 10th.

**C. AGC** - LeaAnn Lowery - no report

**D. DEACONS** - Ellie Stansberry, Melissa Kern

## RECENT DEVELOPMENTS

Need replacement Deacon for Carter Moore as he has stepped down. He was in his third year term.

**E. DISCIPLESHIP - ADULT ED/SMALL GROUPS** - Martha Jolly

## RECENT DEVELOPMENTS

- Hosted a Broad Welcome Luncheon for young families visiting BCC and a Broad Welcome night for visitors.
- Created a BCC Advent devotional with entries composed by members from across generations.
- Began a 4-week Advent small group series which has drawn strong participation. This same series is also being offered Sunday mornings in the “Bible and Discipleship” Sunday School class.

## FUTURE PLANS

- Continuing to make progress on developing a “discipleship pathway” at Broadway to promote intentional discipleship and life-long growth for all our members.
- Next **Deepening Discipleship** event happening Sunday, January 21 in the Fellowship Hall. A topic will be presented and a preview of new groups/classes will be offered.

## **CARELINK - Patsy Dalton**

### **RECENT DEVELOPMENTS**

First, CareLink sends our best wishes to all of you for a beautiful Christmas.

We continue to meet various needs among our church family. One of the issues for us is to make sure we know of the needs. Our church has always been good at passing along information but we ask you to help us. So, if you hear of someone who is needing a ride to church, needing a meal or call of concern, needing flowers to cheer, needing prayers or needing a card of encouragement, please let Patsy Dalton know (573-356-6036) or notify the church office. Sometimes we hear of someone who is having trouble or feels alone, and we can help them right away. Information comes to CareLink from our own congregation or from our church office and ministers. We really do need help, especially from the Board members, to determine the needs.

### **FUTURE PLANS**

We're all hoping for another great year in 2024 and hope to have a gathering after the Christmas season. We just need to have some fun and compare notes as we start the new year. This might be a good time for you to help out in 2024. Join the joy of helping others and making their burden just a little lighter. Meanwhile, thanks Board officers and members for all you do for our church day after day. We have a fantastic church family.

**F. ELDERS** - Ellen Flottman, Logan Howard - no report

**G. FELLOWSHIP** - Steve Westgate/Gloria Wright

Steve has no report, but tells the Board that there is need for staffing for Holy 30.

**H. MOM** - Jim Granneman, John Poehlmann

- \$166.17 from October noisy offering and \$1053 from Thanksgiving offering
- Sponsored team for Name That Tune benefiting peace
- Provided CELN teachers soup meals for 4 days, November 6-9
- October 18, November 17 families served at mobile food pantry
- Tree of Hope November 12 - December 3 for Coyote Hill, CELN, BCC families
- November 5 served Holy 30 coffee and rolls from Love Coffee
- Collecting personal hygiene items for Love Columbia, RATI, CELN
- SERRV sale held December 3-10. Raised \$1868
- Provided and served RATI meal on December 7

### **FUTURE PLANS**

- Food pantry, December 13
- Christmas Eve offering to Love Columbia and WOC Middle East Crisis Relief
- December noisy offering to RATI

- Race Onward planning possible educational programs to discuss the Palestine-Israel issues
- Plans for January blood drive canceled as 40+ donors are required in order for the Red Cross to come on a Sunday

## **I. RESOURCES - PERMANENT FUNDS - Ken Askren**

### **RECENT DEVELOPMENTS**

November 13, an information meeting was held. Also on November 13, committee received an allocation request from the Property Committee for \$24,683.74 to be utilized in upgrading the HVAC units in the CLC. After conducting an email meeting, the committee agreed to recommend the requested allocation be approved by the Board.

### **FUTURE PLANS**

Next scheduled meeting is April 10, 2024, at 2:30 p.m.

## **J. RESOURCES - PROPERTY - Ken Welty**

### **RECENT DEVELOPMENTS**

- Barb Stephenson gave update on old Carousel preschool wing
- Looked at 3 bids for cleaning carpets at church and chose Sappington Carpet
- Gave approval for Boone County Bank to redo some flower beds
- Scott Fritz presented update on CLC heating/cooling. He is recommending we put 3 residential units on the 2nd floor and another outside to handle the gym space. Preliminary cost is \$150,000
- Voted to submit a request to Permanent Fund Committee for a draw from the Permanent funds.

### **FUTURE PLANS**

The next property meeting is Monday, January 22, 2024, at 6:00 p.m. in large conference room. We will be discussing what other property items we might add to the CLC heating/cooling update for a Capital Campaign project. A letter will be given to the Executive Committee requesting a Capital Campaign.

## **K. WORSHIP - Deb Carr, Lynelle Phillips**

### **RECENT DEVELOPMENTS**

- The focus this past month has been on preparation of the Sanctuary, interior and exterior for Advent and Christmas decorations
- A huge thank you to Vicki Keeling-Wallace for her leadership in creating sacred spaces that beautify and glorify our church property
- Many thanks to the numerous volunteers who assisted this year!

### **FUTURE PLANS**

The next Committee meeting will be Tuesday, January 16, 2024. Agenda items include:

- Finalizing the new Sanctuary Use Policy and process
- Updates on the work of the Qualitative Review Team

## **L. PERSONNEL - Mary Cunningham**

### **RECENT DEVELOPMENTS**

- Developed standardized exit interview forms. Completed exit interviews with Kate Stecklein, Taby Lane and Nollie Moore.
- Constructed list of actionable items from exit interviews
- In conversation with Sarah Merz regarding the expansion of her role in Children's Ministry
- Tom Brintnall has agreed to provide bridge with tech booth volunteers until hiring of tech support person
- Position description will be rewritten, time allotment dependent upon staffing analysis and unified worship evaluation completed
- Kristi Larsen and Terry Overfelt will lead the Music Ministry. Position description will be rewritten. Time allotment dependent upon staffing analysis and unified worship evaluation completed
- Communications Coordinator position: interviews being conducted
- Staffing Analysis Consultant met with 25 staff and lay leaders November 13-14. David Shirey and Mary Cunningham have received the results of staffing analysis.

### **FUTURE PLANS**

- Committee will review staff analysis and make recommendations. Anticipate updating job descriptions with initial review with staff January - February and follow-up performance evaluation based upon new job descriptions in 3-4 months
- Make recommendations to Finance Committee regarding staff salaries for budget 2024-2025
- Personnel policies review
- Personnel Committee job description review

## **MEMBERSHIP REPORT - Ingrid Luckenbill**

The total membership on November 30, 2023 was 593. There were no gains or losses during December. Total membership (active/inactive) on December 31, 2023, stands at 593, and active membership is 542.

## **FINANCIAL REPORT - Debbie Henderson, Ingrid Luckenbill**

Spending is being closely watched. MOM received over \$13,000 in December.

## **ACTION ITEMS**

### **NOMINATING COMMITTEE**

The names recommended to the Board to sit on the Nominating Committee are: Linda Poehlmann, Leo Manson, Carter Moore, Dan Miller, Adrienne Black, Charlotte Brumfield and Darren Day. Mary Cunningham moved to accept the recommendation. Mike Crews seconded the motion, and it passed.

### **REQUEST FOR APPROVAL - PERMANENT FUNDS WITHDRAWAL - Ken Askren**

Ken moved to move money from Permanent Funds. John Poehlmann seconded and the motion passed.

It was decided that there will be a called Board meeting on January 23, 2024. The purpose of the meeting will be to discuss the unified service and its future. There was a question as to whether this issue should be decided before hiring the Permanent Lead Pastor or should the matter be decided with the new hire's input.

### **PRAYER - John DeLaporte**

Submitted by Carla Espy, Secretary

The next Board meeting will be on January 23 at 7:00 p.m.