

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  
October 22, 2024

**OPENING PRAYER - Darren Day**

## **INFORMATION ITEMS**

### **UPDATE ON DIRECTOR OF CHILDREN'S MINISTRY**

Adrienne Black, Chair of the Personnel Committee, has posted job requirements for the newly titled Director of Children's Ministry previously directed by Sarah Merz. Seven applicants have submitted resumes, and three are being scheduled for interviews by the four-member committee consisting of Sarah Taylor Peck, Adrienne Black, Barb Stephenson and Todd Rauch.

### **UPDATE ON DIRECTOR OF YOUTH MINISTRY**

A team is currently being assembled to evaluate the position going forward. Emphasis will be on what we need in the future, not what we have now.

### **UPDATED/REVISED PERSONNEL POLICIES**

The Board received copies of the revised Personnel policies to be acted upon at the December Board meeting.

### **SALARY ADJUSTMENT FOR BOTH MUSIC DIRECTOR/ASSISTANT MUSIC DIRECTOR**

After reviewing all staff salaries it has been determined that there is a disparity among staff members regarding pay in relation to job description, education, hours allotted, and gender. It is the hope of the Ministers and the Board that this situation can be rectified while staying within the current year budget. As new staff members are added, this will need to be addressed. The Finance Committee will look into the matter and get back to the Board. Lynelle Phillips wanted to point out that Audra Sergel and Kristi Larsen—the Director and Assistant Director of Music—have been doing an incredible job preparing for the Christmas season. They are putting in many extra hours and the music promises to be outstanding.

## **MINISTRY AREA REPORTS**

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

#### **RECENT DEVELOPMENTS**

- We are deeply saddened by the recent resignation of Sarah Merz. Additionally, families with young children have also expressed their disappointment. Sarah was able to grow the Children's Ministry program in recent months through improved attendance and additional programming offerings. She will be missed.

- We are currently working with the Personnel Committee to further define the job description for Children's Ministries position and assisting Rev. Sarah and Rev. Andrew on job search efforts.
- In the meantime, the Children's Ministry committee is filling in for programming needs. We must have a strong program to attract young families.

#### FUTURE PLANS

- Trunk-or-Treat is scheduled on October 27 from 3-5:00. Volunteers and trunks are needed. Please sign up on the Sign Up Genie on the website.

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

#### RECENT DEVELOPMENTS

- Begun a new youth leadership/mentoring focus for Sunday mornings. Teens help lead parts of children's church and explore Christian leadership in Sunday School.
- Hosted Freshmen Rite of Passage (Mission Midnight Impossible) and Bible Blessing.
- Launched our first small group series focused on decision making.

#### FUTURE PLANS

- Youth Make a Difference Day
- Small Group series focused on exploring world religions
- Gearing up for December activities (Christmas Pageant Music, Caroling at the Terrace)
- Trying to keep the status quo

### **C. DEACONS - Melissa Kern/Dan Miller**

#### RECENT DEVELOPMENTS

- We met with Sarah on Sunday, October 20, for our second Deacon meeting. Sarah presented information/ideas that will be used to get feedback from the congregation on the two new services, and we shared our thoughts on that process.
- Sarah also shared information with us on the three personnel searches that will be happening.
- We also briefly discussed having the Head Deacon of each team remind Ushers to help with collecting offering and serving communion on the sides since we are currently utilizing only 4 Deacons instead of the previous 6.

### **D. DISCIPLESHIP - ADULT ED/SMALL GROUPS - Martha Jolly**

#### RECENT DEVELOPMENTS

- Begun three new series for formation book study: Exploring the Enneagram, Parenting Young Children and “In Defense of Kindness”.
- Parent lounge open to host BCC parents on Sunday mornings with a focus on fellowship, parenting and faith.

## FUTURE PLANS

- Continue to meet as a committee to develop a church-wide pathway for discipleship and growth
- Scheduling additional groups and classes for the winter and spring seasons

### **DISCIPLESHIP - CARELINK - Patsy Dalton/Linda Poehlmann**

- We are so thankful for the fine team leaders of CareLink. With 12 different CareLink ministries we are doing well with CareLink chairs and are in the process of filling the one vacancy we have had for a while.
- We have been working with Rev. Andrew and Rev. Sarah to make sure that needs are being met in our church family. And we have been working with Andrew to make sure that our lists are up to date and have been adding more church members to our regular services.
- As you might imagine, the Prayer Ministry is vital to our CareLink program. So we have been working with Dixie Fisher and Cheryl Moore to get the word out when prayers are needed.

## FUTURE PLANS

- It is vital that all of our Board members assist CareLink in letting us know of needs in our church family. Here's how it works: If you know of a church family need, please call the church office and let the staff know. They will send that information to the ministers and the CareLink co-chairs. And then the co-chairs will send the information to the appropriate CareLink ministries. Of course, the ministers will also take appropriate action. AND as always, we count on our own CareLink ministries to let us know of needs among the church families.
- As you might imagine, we can always use more CareLink volunteers for such things as prayer ministry, flower ministry, meal ministry, card ministry, calls of concern ministry and another seven ministries.
- This is an extremely important ministry and any of us could receive CareLink love and care at some time over the years. If you ever know of a time that you would like to have a CareLink program given to your various groups or duties, please call Patsy Dalton or Linda Poehlmann. We are always happy to educate our church family.

### **E. ELDERS - Logan Howard/Eric Lybeck-Brown - No report**

## **F. FELLOWSHIP - Steve Westgate/Cheryl Shigaki**

### **RECENT DEVELOPMENTS**

- Ongoing discussions with leadership about the role of Fellowship Ministry.
- Reminder: (a) We will be using washable china and flatware for events this year. We will be recruiting for assistance at FM events (b) We will try to provide gluten-free and vegetarian options at events (c) Requesting that everyone labels items that get put in the freezers.

### **FUTURE PLANS**

- Todd Rauch has taken the lead on Trunk-or-Treat (10/27). Signups are available.
- FM will be providing practical assistance (organizing food and clean up) for the installation celebration on November 17.

## **G. M.O.M. - MISSION AND OUTREACH - John Poehlmann**

### **RECENT DEVELOPMENTS**

- Reconciliation special day offering - \$1,389.55
- Noisy offering, September 29 - \$129.37 to the Center Project
- Room At The Inn running 85 beds nightly
- Crop Walk locally raised \$18,600
- Cross Missouri Hike & Bike raised over \$5,600
- Continue to provide bus transportation for the Afghan women's sewing group

### **FUTURE PLANS**

- Mobile Food Pantry - October 23
- P.E.A.C.E. fundraiser - October 24
- Tree of Hope - November 10
- Mission trip informational meeting - November 10
- Community potluck - November 10
- CELN (PIE) meals - November 11-14
- Mobile Food Pantry - November 13
- Mission & Outreach meeting - November 18
- City of Refuge holiday market - December 7, 9-3:00
- Kettle ringing - December 6, 7, 13, 14, 20, 21
- Mobile Food Pantry - December 11
- SERRV sale - December 8 & 15
- VAC Christmas gift effort - December 9 - 14

- Noisy Offering - December 29
- Mission trip sign-up deadline - January 10
- Mission trip with Enlace - March 22 - 28
- We receive thank you letters from many of the entities that the Board tithe provides funding to. We welcome ideas for making this information available.

#### **H. PERMANENT FUNDS - Ken Askren - No report**

#### **I. PROPERTY - Ken Welty**

##### **RECENT DEVELOPMENTS**

- Property Workday scheduled for Saturday, October 26, 9-12 Noon.
- Work has started on HVAC in CLC.
- Sam Wright completed the annual inspection on the stormwater retention area.
- Have contacted Tiger Security to upgrade the security system. This includes two new cameras and an intercom system with three outside doors that will allow the office to talk to and unlock those doors.
- Checked with Christensen Construction on the start date of the north parking lot (end of October or start of November).
- John Poehlmann, Joe Horner and myself dismantled and cleaned up a homeless encampment that has been built in the garden area.

#### **J. WORSHIP - Rita Allen**

##### **RECENT DEVELOPMENTS**

- Volunteers have decorated the church for autumn. We are grateful for their help in making our church look cheerful and welcoming.
- We have a volunteer who will organize the sacred spaces in the future.

##### **FUTURE PLANS**

- Our team will continue to provide assistance to the pastors for worship news of the church, as we enter the Advent season.

#### **K. PERSONNEL - Adrienne Black**

##### **RECENT DEVELOPMENTS**

- Sarah Merz, Coordinator of Children's Ministry, resigned effective 9/30. Exit interview conducted and discussion on areas of improvement.
- Dana Hammond, Office Administrator, started 10/14. Rev. Sarah has scheduled plenty of time training with Ingrid as well as meeting church leaders.
- John DeLaporte, Director of Youth & Faith Formation resigned effective 10/28. Exit interview scheduled for 10/24.
- Finance Review Team led by Luci Fichter is actively working to determine which of Ingrid's financial tasks could be completed by an outsourced third party and which should be completed by an internal Financial Manager. If a staff position is required, we will post for the position when the hours are known.

## FUTURE PLANS

- Interviews for Director of Children's Ministry to begin next week.
- Next week committee members will be meeting with staff members to check in and gain their point of view on how things are going.
- Gathering a team to discern the church's needs in the position to replace John DeLaporte.

## QUESTIONS FOR OR REQUESTED ATTENTION OF THE BOARD

- Approval of updated Personnel Policy Manual

### **MEMBERSHIP REPORT - Ingrid Luckenbill**

The total membership on September 30, 2024 - 512

Membership losses - 1 by death, 1 by request

Total membership (active/inactive) - 582

Active membership on October 31, 2024 - 472

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

As of October 22, the fund raising effort for the HVAC and parking lot resurfacing is behind \$439.80, but Ingrid says there is still money coming in. Any excess will be used for future property needs.

Our budget for the year is still in the red and is expected to be for a while.

### **EXECUTIVE COMMITTEE REPORT - Darren Day**

Work is currently being done to revise the Safe Conduct Policy.

## **ACTION ITEMS**

### **APPROVAL OF ALICIA ADAMS AS BCC BUS DRIVER**

A motion was made by John Poehlmann and seconded by Mike Crews. The motion passed.

### **NEW BUSINESS - None**

## **MINISTER'S REMARKS - Rev. Dr. Sarah Taylor Peck**

### **RECENT DEVELOPMENTS**

- Launched three services and Children's Worship. Big thanks to Elders, Deacons, Greeters and Volunteers who have stepped up to serve.
- Developed new schedule for monthly Elder meetings on the second Sunday of the month at 10 am to increase communication and ministry partnership.
- Developed new Deacon meeting schedule every other month on the third Sunday of the month at 10 am to increase communication and ministry partnership.
- Scheduled monthly meetings with Chair and Vice Chair of the Board to increase communication and shared vision.
- Staff retreat in several years planned for 10/23 in Rocheport with sections led and facilitated by Rev. STP, Rev. ATP and Leslie LeSieur, followed by staff fellowship lunch
- Successful hire of Dana Hammond, the new Office Administrator of BCC.
- Completed a comprehensive onboarding and training schedule for her.
- Since the last Board meeting, completed 22 pastoral care visits and homebound visits.
- Assembled a search team for the new Director of Children's Ministry, received 8 applications so far, hope to interview starting in the next week.
- Served larger denomination as facilitator teaching financial wellness to 400 clergy in Washington D.C. in the pension fund.

### **FUTURE PLANS**

- Gathering event
- Served the larger denomination as Wise Practice Facilitator at the Bethany Fellows Atlanta retreat September 2024.
- Taught Broadway 101 and 201 with 18 participants and good feedback.
- Increased digital presence of BCC: Thursday updates averaging 2,000 views per week.
- Scheduled staff CPR training for November 13, 2024.
- Scheduled staff review of Personnel Manual Wednesday, December 11, 2024.
- Scheduled staff Christmas party at our home December 20, 2024.
- Workshopping ideas for best platform to receive feedback on multiple services through written and digital survey, with a commitment to avoid anonymous feedback to increase and follow-up and dialogue.

## **MINISTER'S REMARKS - Rev. Andrew Peck**

### **RECENT DEVELOPMENTS**

- Made 39 pastoral care visits to Broadway members in their homes, at The Terrace, The Bluffs, Mill Creek Retirement Home, Boone Post-Acute Care Center and Boone County Hospital.
- Preached the All Means All Service on September 29.
- Participated in Sunday worship services on September 1, 8, 15, 22 October 6, 13 and 20.
- Met with Don Day to plan the November 10 Interfaith Potluck 2 times.

- Met with David McGee, John Poehlmann and Jim Granneman to plan a mission trip to Guatemala with Enlace in March 2025.
- Met with Patsy Dalton regarding CareLink 5 times.
- Attended the Discipleship Sunday School class on September 1.
- Facilitated the Parent Lounge Sunday School class on September 8, 15 and 22 and attended on October 6.
- Co-taught the Enneagram Class with Eric Lybeck-Brown on October 13 and 20.
- Attended weekly staff meetings.
- Ran weekly children and youth meetings with Sarah Merz and John DeLaporte.
- Had 5 additional meetings regarding the transition in children and youth ministries in response to the unexpected departures of Sarah Merz and John DeLaporte.
- Participated in the Sisters in Study class weekly, advised and purchased new curriculum.
- Attended the following committee meetings: MOM, Safe Conduct Policy, Property, Children's Ministry, Discipleship.
- Attended the Fellowship with The Fellas and Bob Evans men's groups semi-regularly.
- Participated in Gay Gage's memorial service on September 14.
- Participated in the opening prayer for Pridefest on September 28.
- Officiated the Harp and Healing service with Maria Trevor on October 8.
- Officiated Max Berends memorial service on October 10.
- Was the featured speaker with Rev. Sarah for the Seasoned Spirits luncheon on October 14.
- Provided the sermon for The Terrace worship service on October 20.
- Visited Mission Partner with Judi Schoonover on September 17.
- Attended Children's Church and Youth Group evening gathering on October 20 to aid in transition.

Sarah tells the Board that David Shirey will be in Columbia on October 26-27, and church leaders will be asked to choose a date to meet with him to listen and pray as the Taylor Pecks reach the 100-day mark with BCC.

Rev. Andrew will be heading up the children's program and children's church until a hire is made. He has obtained Sarah Merz's files and John DeLaporte's binder.

Submitted by Carla Espy, Secretary

NEXT BOARD MEETING DECEMBER 10 @ 7:00 PM