

Northwest Hills UMC Board Minutes

May 20, 2014

Members Present: Neill Gruver, , Pastor Charlie Baskin, Ken Moyer, Greg Gitcho, Daniel Dietz, Les Broomall, Richard Wilkison, Allen Woelke, Jean Lenard, Carol Wratten, Patti Bizzell

Members Absent: Elizabeth Gunter, Gary Johnson, Nancy Gibson, Brad Hoffman, Associate Pastor Audrey Spencer,

Also attending: Elliot Moulton, representative for the Youth.

Opening Prayer

Meeting was called to order at 6:45 p.m. Opening prayer given by Pastor Charlie Baskin.

Approval of minutes from April meeting.

Moved By: Daniel Dietz

2nd By: Ken Moyer

Discussion: There was no discussion

Vote: Minutes passed unanimously.

Trustee issues: Richard Wilkison

Electrical utility fees vs. budget: Richard led a discussion concerning the rising cost of utilities. It was suggested to monitor the air temperatures in rooms throughout the church facilities and to reset thermometers when appropriate. He wanted the Board to be aware of the potential for overspending in this budget line item.

New yearly sprinkler inspection requirements: The City of Austin is requiring that properties with sprinkler systems be inspected no later than January 31, 2015. The city has a list of approved inspectors. The estimated cost of this inspection will be available for consideration in the 2015 church budget.

FLC garden light: the light is now on a photo cell to ensure that the light is not on during daylight hours.

New Issues/Items: Neill Gruver said that he will see that the two church busses receive their annual inspection. Another banner has been installed on campus.

Financial issues: Les Broomall

A. April Financial report

1. Because of a misunderstanding, the Administrative Apportionments payment for April of \$3,348.92 was not made although the drafted \$2,073.25 was paid. We will make the missed payment along with our May payment this month.
2. The Compass Bank Operating Accounting is out of balance by \$3,058.33 because of a timing error and the PayPal account is out of balance by \$.01 because of a typo. Both amounts will correct themselves on the May balance sheet.
3. The church's Money Market account at Compass Bank, all of the church's accounts at Texas Methodist Foundation and all of My Friend's House accounts at Compass Bank reconciled for the month of April.
4. Les recommended approval of April MFH and church financial statements for April, 2014.

Motion carried with unanimous vote.

B. Compromise of NWHUMC checking account at Compass Bank

The church's checking account at Compass Bank was compromised with a fake check at Toys R Us. The bank caught the attempt because it was an out of the ordinary Automated Clearing House (ACH) transaction and the bank did not honor the \$451.66 check and froze our checking account. The bank recommended opening a new account and implementing Positive Pay and ACH Block (where only previously authorized ACH transactions are processed). After further discussions with the bank, they agreed that implementing Positive Pay and ACH Block on our current account would protect us and save us the cost of opening a new account and ordering new checks. Positive Pay means that Pam will have to send a report to the bank on any checks she writes and the bank will only honor those checks. We will see an increase in our bank charges for the Positive Pay implementation but it will provide protection from unauthorized activity.

C. Youth Program Fundraising

Solange requested Finance Committee approval for three Youth events: an August 17, 2014 Family Luncheon where the youth will cook and serve Lunch; a February 8, 2015 Chili Cook Off; and a March 7, 2015 Mystery Dinner Fundraiser where the Youth will cook and serve dinner. The expected income for each should be below the \$5,000 that requires Board approval and all three were approved by the Finance Committee.

D. Pledge status update:

The church received three new pledges and one increased pledge since the last report on March 17. We now have passed last year's pledge total. When the Board approved the 2014 budget, they agreed that any additional pledges would go toward funding the Apportionment Benevolences. The full amount is \$54,077.00 and we originally funded \$1,731.80. We can now fund \$16,141.40 with this increased pledge total.

Les Broomall moved that the Board wait until our "mid-year budget review" to settle on the amount we will allocate for Apportionments – we may be able to do more depending on how other budget areas are doing.

Greg Gitcho seconded.

Motion carried unanimously.

E. 2014 budget review

Les Broomall moved that the Finance Committee wait until the end of June to review the budget for possible revisions. The revised budget will be presented to the Board at their July Board meeting.

Greg Gitcho seconded.

The motion carried unanimously.

F. New Issues/Items

Contribution statements went out at the end of April instead of the end of March (a four-month statement).

UMM update: Ken Moyer

The Golf Tournament, dinner and auction were a success. Net income for the event was \$2,500. The dessert auction collected \$732 and non-dessert auction items collected \$116.

The next scheduled event is the steak dinner on September 21st. Matt Mitchell, sports announcer for KVUE TV is the guest speaker. Matt is on the Missions Committee and will talk about the homeless breakfast.

UMW update: Nancy Gibson

There was no report this month.

Youth update:

Elliot Moulton reported that the youth's summer missions trip to New Orleans is scheduled for June 15-21, 2014. Approximately 15 youth and adults will participate. The Afterschool Program is ending on May 28, 2014. Youth fundraisers include: Family Luncheon on August 17, 2014 where the youth will cook and serve; Chili cook-off on February 8, 2015; and the Mystery dinner on March 7, 2015 where the youth will cook and serve.

Daniel Dietz reported that the youth are having a lock-in with Covenant UMC at NWH Friday night, May, 23, 2014. There will be different Sunday school arrangements for summer and 2014-2015 school year:

A. from June 1 to August 30 6th and 7th grade will have 1 class (in September, this class will continue to meet together as the new Confirmation Class)

B. from June 1 to August 30 8th-11th grade will be one class. In September the 8th grade boys will be 1 class and 9th-12th grade will be one Class. 12th graders will have the choice to join the Children's Ministry as teachers starting June 1, 2014.

Communications Team Update:

Neill Gruver reported that Jim Austin associate pastor, from Westlake UMC met with the Communications Committee to provide information about the database system used at their church. He will provide addition information concerning the components and costs of pursuing this option for our church.

The Gift Card has been approved and will be used whenever different ministries of the church provide outreach to our community.

The **Sunday Youth Hangout** banner is up at the Village Center location. The **Good Beginnings** banner is also up facing the kickball fields on Hart Lane. The **International Worship Gathering** banner is up and replaces the **Sunday Youth Hangout** banner until June the 8th. Fran did a great job of designing the banners.

Fifth Sunday Fellowship, June 29th plan: Patti Bizzell

Susan Hammond plans to place an article in the church bulletin starting June 1st inviting people to sign up to bring ice cream and toppings. She plans to offer small prizes for "the best flavor"; "the prettiest", etc. for homemade ice creams only. The event will be in the FLC at 4:00 p.m. Someone will give a Healthy Church Initiate update on Evangelism/Discipleship. It was decided to have a patriotic theme since it is so close to July 4 (maybe suggest that people wear red/white/blue). Charlie said than Ben (choir director) is interested in singing patriotic hymns so we will approach him about that. Most of the time will be spent in fellowship giving folks a chance to visit.

Staff Parish Relations issues: Jean Leonard

Search progress for Director Children's ministries replacement.

Jean reported that SPRC has conducted four interviews and had offered a second interview to one of the candidates. No decision has been made.

New Issues/Items

Jean said that the pastors performance evaluations review process is completed. Responses were positive, evaluations from the Board accepted and goals were in the process of being set for the coming year.

Mary Frances Markley and Elizabeth Gunter are planning for Jean Marinus' retirement recognition on July 13, 2014. It was suggested that Sunday school classes be approached for donations to help offset the cost of this event. Ken Moyer also suggested that any pictures, videos, articles, etc. about Jean be given to Elizabeth or Mary Frances for their possible use.

Healthy Church Initiative update. Charlie Baskin

Evangelism/ Discipleship Committee.

The Evangelism and Discipleship Task Group is continuing its work to develop a "Discipleship Path" to provide a process to help people grow in their faith. The process is being planned to include five elements, including assimilation, education, worship, service, and outreach. The Discipleship Path eventually will be accessible online to serve as a guide for both existing church members and seekers.

Review Purpose of Board: Charlie Baskin & Neill Gruver

A handout was provided to the Board concerning accountable leadership, types of work, boundaries, challenges, agenda and pastor's role. (Attachment #1)

Looking ahead: Calendar, Special events, etc.

Bill Cain will present his update on the Purpose Team review of ministries at the June Board meeting.

Solange is considering expanding the after school program to two days a week starting in the fall. She has submitted a request for a grant of \$12,000 to the General Board of Discipleship Young People's Ministries to assist with this expansion.

Solange is considering extending an invitation to Young Life (Wild Life for middle schoolers) to meet on the church's campus on Monday evenings. They are looking for a new home. The goal is to introduce youth to Jesus. Potential conflicts with groups that currently use the church's facility are being reviewed.

Closing prayer

Meeting was adjourned at 8:10 p.m. with closing prayer from Pastor Charlie Baskin.

Next meeting is scheduled for Tuesday, June 17th at 6:45 p.m.

Attachments can be found in the Office Manager's office.