

Northwest Hills UMC Board Minutes

7 pm November 18, 2014

Members Present: Senior Pastor, Charlie Baskin; Associate Pastor, Audrey Spencer; Neill Gruver, Board Chair; Les Broomall; Greg Gitcho; Patti Bizzell; Jean Leonard; Elizabeth Gunter; Carol Wratten; Ken Moyer; Nancy Gibson; Gary Johnson; Daniel Dietz

Members Absent: Richard Wilkison; Brad Hoffman; Allen Woelke; and Elliot Moulton

Also Present: Bill Cain

Recording Secretary: Patti Bizzell

Opening Prayer. Charlie Baskin

Approval of minutes from October 21st meeting

Motion: Les Broomall moved approval

2nd: Charlie Baskin

Vote: Unanimously approved

Purpose Team report. Bill Cain

A memo was distributed to Board members that summarized the Ministry Review/Update for 2014 (Attachment #1). Bill reviewed the Faurot Fund, Goals for 2015, the North Hills Gallery, My Friend's House, Memorial Fund, information from Rob Turk and Gary Johnson about Emmaus Activities and a report from Dee Susong and Darla Nichols about Concerts. No report was received about the Library.

Annual Attendance information report. Bill Cain

A memo was distributed to Board members that summarized average church attendance records from 1999 to October 2014 (Attachment #2). Average attendance in 1999 was 516 with a 12-month average of 584. Attendance for October 2014 was 268 with a 12-month average of 303.

Security Monitor Issues. Gary Johnson

A memo was distributed to Board members that summarized Security Issues at NWHUMC. Gary led a discussion to determine guidelines for the church to use. Board members offered suggestions for revisions to consider before any formal actions are taken. Police will be contacted to ask for their suggestions for possible training and written policies needed. This will be considered again at the next Board meeting.

Trustee issues. Richard Wilkison

There was no trustees report this month. Audrey Spencer asked the Board for permission to consider changing the use of church facilities. Board members agreed that Amanda Ronalds, Children's

Director, would contact adult Sunday school classes to see if they would be willing to move their classrooms to the sanctuary building so that the children could occupy the classrooms in the Family Life Center on Sunday mornings. This change would coincide with a new family focused format for Sunday morning services for the children.

Financial issues. Les Broomall

October Financials update and approval

The Finance items for the November NWHUMC Board meeting are:

October Financial report:

- a. The MFH account balance is again increasing with almost \$6,900 increase over September.
- b. Note that on the church's Revenue Expense Budget Performance Base Apportionments (line item 5010 in the Detail tab of the financial report sent last Friday) we are \$6,219.75 in arrears year to date. The Conference drafts the Pension and Benefits part of our Apportionments, \$2,073.25, each month and we submit a check for the rest. In August that draft was returned because of the problems we were having with our checking account. Pam talked to the Conference and explained what had happened and told them to draft double that amount in September from our new checking account and to continue to draft it from our new account. That hasn't happened and Pam has called and left messages with the Conference but has not heard back. We hope to resolve this in November.
- c. The church continues meeting our financial obligations except for paying the benevolence part of our apportionments with \$53,561 operating cash on hand thanks to the early payment of pledges in the February-March time frame. If we were paying the benevolence part of our apportionments and had paid the Base Apportionments that should have been drafted, our operating cash on hand would be \$3,479. We may be seeing the impact of the early paying of pledges as our pledged income for October was only 79% of the budgeted amount and the year to date number is slightly below the budgeted amount for the first time this year. Visitor offering was above budget in October, but is still well below budget for the year to date. Overall year to date income is at 98% of budget while expenses are at 94% of budget.
- d. The church's Operating and 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 October.

Compass Bank Checking status:

- a. We still have the two checking accounts at Compass Bank and are now writing all checks on the new account (1003 · NWHills UMC Operating line item on the Balance Sheet). Pam expects to close the old account before the end of the year, or perhaps earlier if the last few checks written on that account clear the bank. Compass has reimbursed us for the penalties we paid on checks that bounced.

Motion: Les recommended approval of the financial statements for October 2014.

Vote: Passed unanimously.

Stewardship update. Greg Gitcho

Greg reported that, with Board approval, he would write a message for distribution to the congregation encouraging them to complete their financial giving pledge for 2015. All approved.

Budget Preparation Report. Les Broomall/ Neill Gruver

Les reported that he had received 2015 budget information for all ministries except trustees, music and missions. A meeting will be held in December to review all of the ministries' needs and the status of the pledge campaign.

SPRC Issues. Jean Leonard

The 2014-2015 Pastor-Parish Relations Consultation Forms for Charlie Baskin and Audrey Spencer were presented to the Board members for review (Attachment #3).

Moved: Carol moved approval.

Seconded: Les Broomall

Vote: Passed Unanimously

New Issues

Jean asked the Board if they wanted her to draft a letter to the congregation asking for a Christmas love offering for staff. Board unanimously approved. Jean also plans to use the Yahoo groups to electronically communicate with the congregation.

Jean suggested that the highlights of church activities for the year be included in the year-end statements of contributions sent to all members. All Board members approved.

Jean asked about the process for considering pastor salary levels for 2015. This decision is delayed until the church budget is finalized. At that time SPRC can recommend salary levels for consideration by the Board. If there is a change in salaries from the 2014 levels, updated information can be submitted to the conference at that time.

UMM update. Ken Moyer

Ken encouraged anyone interested to attend the Wednesday morning breakfast each week. The Family Life Center will be decorated for Christmas on Wednesday, December 3.

UMW update. Nancy Gibson

Nancy reported that Sue Abold has completed her review of the book "How Is It with Your Soul?"

They are in the process of determining how to use the Bonnie LaBoon memorial funds given to the church in memory of Bonnie.

UMW will sponsor their annual Christmas luncheon on Tuesday, December 9th to honor of the church staff.

Youth update. Elliot Moulton

Charlie and Audrey reported that the Wednesday afternoon and evening youth program is going well. One week there were 44 youth attending in the afternoon and 17 either staying or coming for the evening program. Free pizza was served to the evening group. An agape feast was planned for Sunday. Ken Moyer suggested that the youth be encouraged to do a Chrysalis walk.

Communications Team update. Audrey Spencer

Audrey reported that the Thanksgiving video was ready for the Thanksgiving dinner. Christmas postcards are ready to mail. Jack Collins organized a group to move all of the banners to a central storage location in the sanctuary building. Several church members attended a ACS database presentation that illustrated the possibilities for organizing church membership information.

Healthy Church Initiative update. Charlie Baskin and Audrey Spencer

The Discipleship Path segment is still in development. Several outreach activities have been organized. "Meet with the Pastors" is a class that meets the first Sunday of each month. Quarterly classes for "A Closer Look" are now being offered to talk about Northwest Hills and the United Methodist Church. Four people attended the first session. Also meeting quarterly is a class called "Starting Point" where attendees consider taking the next step in their spiritual journey. Five attended the first session. They have an opportunity to identify their gifts and skills by filling out the "Opportunities to Serve" form (Attachment #4).

Looking ahead:**Mission Focus for Advent. Charlie Baskin**

Charlie reported that information will be distributed to the congregation during Advent to encourage them to contribute to the benevolences identified in the conference's appropriations for 2014. This portion of the church's apportionments was not budgeted because of lack of funding.

Charge Conference December 15. NWHUMC 7 PM.

The Board determined that they would not have a December Board meeting on December 16th unless there is a need to meet. Neill will let the Board know if a short meeting is necessary. If so, the Board will meet at 6:30 p.m. before the Charge Conference meeting on December 15th.

Closing prayer

Audrey closed the meeting with a prayer which adjourned at 8:45 p.m.