

Minutes of the Leadership Team meeting held on January 19, 2017

Members present:

Carlos Liceaga, Team Leader
Gerry Mingee, Connect
Jim Cole, Evangelize
Josie Cole, Serve (Internal)
Steve Elder, Serve (External)
Linda McLawhorn, Worship
Sandy Marcuson, Trustees
Frank Blake, Trustees
Shaun Kelley, SPRC
Kerry Blazek, Finance
Ken Bradley, Lay Leader (Ministry)
Jason Vincelette, Lay Leader (Admin)
Pastor Gina Anderson-Cloud
Pastor Bert Cloud
Pastor Peggy Langille
Linda Brooks, Secretary

Other Attendees:

Nolan Reid, Finance

Welcome – Carlos called the meeting to order at 7:04.

Opening Prayer – Jim

Devotion – Gerry

Consent Agenda - All items were approved.

Discussion Items

1. Agenda approved.
2. Transformation or evidence of God's work.
 - a. Sandy noted the three new Trustee members have a great deal of enthusiasm.

b. Pastor Gina commented that she's been surprised at the number of people who come to the quarterly pastors' coffee for new members.

c. Carlos thought the snow day service and music provided an opportunity to minister. An Upward mother loved the videos and is thinking about coming to church. We reached 3,654 people for the sermon and 5,943 for the music and got a number of community likes. We got 348 views Wednesday morning at 7:00 am. May try some type of live event for the Easter season. Visitation team met with a couple who felt extremely welcome on Sunday; gave back the mug because they don't drink coffee. One of the youth is thinking about being baptized after attending the baptismal service on Sunday.

d. Linda commented that there was an issue when planning the pageant. One child would not read the part he was assigned. Parents were disappointed but the child was afraid of reading in front of everyone. Other children switched their parts to accommodate this child.

e. Gerry shared Jon's story about a girl bringing her family to church. Reminded of this anonymous quote: "Would you mind if I come to church? I've been thinking about it for a while now. My parents don't attend anywhere else." She wants to come to church here and be baptized. Upward had a child who was very anxious in the beginning but was quickly included by the other children.

f. Nolan commented that we have a gift from a couple who loved this church. We need to be open to what God wants us to do. Trust has to pay taxes on the estate first so it may be several months before they get back with us and we receive any additional funds.

g. Linda noted that Cassandra Carpenter is engaged. The Barbara Liddick Circle thought this would be an opportunity to do something in honor of Cassandra's mother, Cory, so they are going to provide funds for Cassandra's wedding dress.

3. Any new ideas on how to use the gift?

a. Trustees

(1) Funding AVL to update the sanctuary. Committee to look at cost. Development and design work need to be done (Jim Corliss) with exact measurements. Sound systems may have to be upgraded. Need to look at a screen that can be pulled down. Also have to look at power requirements. Some members have expressed desire for enhanced technology, others have complained. Complaints appear to be rooted in the screen that currently exists. We will also have to staff AVL in the sanctuary. Will probably have \$500K worth of suggestions, may have to prioritize and set limit.

(2) Completion of memorial garden. Garden would be located outside the pastors' office/library. Would provide a place for prayer/contemplation and possibly a columbarium. Stuart McGhee account established for this. Would provide niches for ashes. No estimate of cost; aesthetics has worked on this.

(3) Development of outside area for spiritual growth: large grassy area with benches, outdoor pavilion, and fire pit. No estimate of cost.

b. Henry suggested we consider a perpetual endowment of at least \$10,000 in the Lowe's name to be administered by the LT. Could be administered under current guidelines or set up under new terms for missions and ministry. Invest percentage of return on investment to fund mission or ministry. Could put different restrictions on Lowe endowment. This would be an ongoing memorial to the Lowes. Nolan noted a named endowment has different rules. Suggested this one be specific. Other remaining funds could go in foundation for best return. VA Conference has higher rate CDs but we can't be in disagreement with Old Point. Need to know length of CDs.

c. Carlos addressed the shortfall in the operating budget. Concerned this is not sustainable. Hope things gets better once the BF is paid off in 2020. After discussion, it was suggested to distribute the money (\$184K) over 3-3 1/2 three years rather than 1 year as follows:

\$ 50,000	Covered drop off
\$ 52,712.60	Supplement to 2017 operating budget to reach 94.5% of 2016 actual expenses
\$ 30,000	One late model 15 passenger vans
\$ 20,862.50	Full repayment of building fund loan
\$ 3,500	Calling 21 intern
\$151,781.50	Supplement for 2018 and 2019 operating budgets and half of 2020 operating budget
\$308,856.60	

4. Develop plan to announce gift to congregation.

a. Letter thanking the 2017 pledgers is ready to go out. Word on the street is that we are getting a lot of money. Need to communicate well with the congregation to stop the rumors. Concern that since the church received a large sum of money, people may not feel the need to give. BF has been very successful but some people wondered why we didn't use BF funds in a crisis. Gift may affect how people live up to their pledge. Need to say we have X amount and this is how it will be used. We have to fund the Associate Pastor for the first half of 2018. Problem is we don't have estimates so may need to just give them the big picture. Some people

get the letter by mail and won't have it by Sunday. Suggestion made to add a paragraph to the current letter telling them about the additional gift, but this is not feasible since only pledgers get the letter. We don't have the total amount but need them to know there are established priorities and we are trying to use the funds wisely. Can speak in broad terms. We could list the projects we are considering.

b. On Sunday we need to thank the pledgers first for their generosity then talk about the gift and how great God has been. Some members have no idea of the budget and others are aware of the pledge shortfall. Narrative does not need to be about what our goal was and what we got. We take what we get and do the best we can. Demonstrating how wisely we use this gift may encourage others to give from their estates. Don't explain why we aren't reaching our goal. Celebrate generosity for each pledge and additional gift. Narrative of this church is that we are always on the verge of bankruptcy. This should be the voice of the LT not the pastors. Announce we received a gift and are working details. Suggested that since it was a gift to the church, we ask the congregation for ideas; however, concern is we would get too many ideas and hurt feelings when their idea was not approved. Ken volunteered to speak at all three services. He will work with the pastors to develop talking points. \$246K is already in place; legal and financial details being worked for additional funds. Just received gift in the last week

5. Letter to Lowe family thanking them and telling them our plans for the gift. Deferred until the end of Feb.

6. Current giving projections.

a. Current giving projections are reduced from 2016 to 2017. Actual pledges and loose offering for 2016 was \$580,449. Additional income brought the total new dollars in 2016 to \$629,724. We had a carryover of \$12,700 making the total income available in 2016 \$642,424. Income exceeded expenses by \$2,788. There were 148 pledging units in 2016

b. The estimate for 2017 Operating Budget is based on data from 113 giving units. The pledges and loose offering estimate is \$537,464, with an estimated total income available of \$554,154. The original asking budget for 2017 requested expenses of \$714,505, which will result in an income shortage of \$160,351.

c. Counters don't know who are pledgers, so a check without an envelope would be entered on the counter sheet as "loose offering", but when the check is entered into the Servant Keeper system, it is identified as a pledge, non-pledge or loose offering. We've send quarterly statements to pledgers and this helps keep us on track with our pledges. We estimate income to grow at 3-5 percent over the next few years. Data shows that new money has actually grown at 5 percent over the past 3 years.

d. The BF for the period 2013 – 2016 had pledges of \$788,466 with actual income of \$901,793, with non-pledged support of \$98,443. Current BF estimates include pledges of about \$200,000 and an estimate of non-pledges of \$20,000. The goal for 2017 is \$250,000.

7. Operating budget and propose a date for Charge Conference to approve it.

a. In 2014 Connect submitted a budget based on what they thought and LT approved for 2015. Had the last Connect Team meeting in Jan 2015 prior to Gerry taking over in 2016. Presented budget in 2016 based on what was spent in 2015 which was 32.88 percent less than 2015. Needs were not met because there was no active team. Gerry did not agree with the 2016 budget. They received additional funds from another team and from the sale of a car, but this still did not meet their needs. Youth just did a retreat, one of three planned for this year. They also want to hold a masquerade ball (to include some other churches in the district) and a week-long middle school retreat. Senior high would like to attend a retreat where they can dig deeper spiritually. Middle school retreat cost is \$4K (based on Jeremiah Project): \$425/person – pay half, \$2K to rent two vans. No money for young adults/men’s fraternity. 46 percent of what John spent came from K account, 16 percent from fund raising. Total spent was \$10,900. Connect is asking for an increase of 21 percent over budget of 2015. Planning beach retreat for 35, don’t know how many will go. Need to rent a house with an elevator. Lots of siblings so less parental resources are available. If we had a 15-passenger van we could only take 10 youth because we have to take out seats for cargo. Would still have to rent additional vans if we have 35. Will discuss use of vans if we get them, e.g., youth program, Tanzanian family, Courthouse Green. Gerry was asked to include The Vine (under Connect), no funding. May get it budgeted. Some groups make money, some use it as a service project (youth). If Connect takes this on, it will need to be budgeted. The Vine was a pilot project through the LT. Came up with a structure and funding (self-funded, endowment provided). Jay provided estimate. Question as to whether we should continue. Need to consider value, attendance and engagement in classes; \$90 left in K account

b. Trustees. Maintenance \$20K in 2016. In 2017 church maintenance is \$15K, preventive maintenance \$5K. Running \$20K per year for maintenance; \$37K for utilities so we estimated \$40K. Major repairs \$7K in 2016, average is \$8K. Need to blacktop parking lot and possible roof repair (\$15K). Question asked if we could increase rent on rental property but we can’t do it this year. In 2015 it was raised from \$700 to \$800. Trustees never know how much they will need. Have to fix anything that breaks. Have never done preventive maintenance on anything. Need to look at life cycle maintenance. Once budget is set we have to have Charge Conference to increase, but not to decrease.

c. Consensus is to spread the remainder of the gift over 3 ½ years. The idea was discussed to spread the remainder of the gift over 3 ½ years and it was a good idea to save some of the gift for future years. Nolan noted that was a good idea, but not practical at this time as we do not know the total Lowe Gift (several months before we do), do not know how much will be needed to balance the 2017 Operating Budget and how much the “rain cover” the Lowes requested would cost. There were other ideas discussed on where to use the Lowe Gift, but the LT will need to set priorities on these ideas. Nolan suggests that the first two be (1) Develop a balanced Operating Budget for 2017 and (2) Get the cost of the “rain cover” requested by the Lowes.

d. There was much discussion about the letter from Nancy B. Leggett, Trustee for the Lowe Trust on the “rain cover”. This letter was addressed to Henry Bennett, Chairman of the Endowment Committee and Nolan Reid, Secretary of that committee. Since the letter was not read to the LT, Nolan has provided the section of the letter regarding the “rain cover”: “Before their death Mr. and Mrs. Lowe had been working with the church finance and building committees to fund the completion of a project for church members to have easy access to the sanctuary while being protected from the weather. If a rain cover has not been funded for this project it is Mr. and Mrs. Lowe’s wish to use funds from their donation to complete this project.”

e. The LT after much discussion decided several items would be “frozen items” in the 2017 Operating Budget.

- (1) Apportionments (Conference and District) at the asking level \$105,099.
- (2) SPRC with 21 calling expense of \$3,500 added to the original request - \$381,225.34.
- (3) Support Connect - \$20,900.
- (4) Support paying off the loan from Operating Budget to the BF - \$20,862.50

f. We need to address the 2017 Operating Budget and “rain cover” cost. Finance can develop spreadsheets for the OB; just let them know what you need.

8. Request to change meeting night to fourth Thursday of every other month. Consensus to change meeting night to fourth Thursday of odd months.

9. “Covenant” agreement with conference for Calling 21 program. Need to set up support. Team has to attend training. Applications are due Feb 1. No objection to covenant.

10. Request from Habitat for Humanity of Peninsula & Greater Williamsburg to host “Collegiate Challenge”. Pastor Gina, Pastor Peggy and Jim King are working this issue. Mission opportunity for youth 16+ and college age to work on Habitat homes. We would be host site for teens coming in this summer, don’t know how many. Building two houses, 10-20 people. They would sleep here; would need to get shower trailers. They have free time in the

evening. We would provide dinner on Sat and Sun and staff overnight. Habitat funds with grant they received. We are the first church they talked to in the area. We could include senior high youth from here. Serve and Trustees involved. Do we want to pursue. May get some funds from their fees. Steve Elder had experience with this in the past. They prepare their own meals, we just have to open the church. No requirement to stay overnight because they have chaperones, but we would prefer to staff in the evening and overnight. Might be able to get their help with summer lunch program. Mentioned that we need help/funds for Courthouse Green.

Closing Prayer – Pastor Peggy

Meeting adjourned at 10:35.