

Minutes
North United Methodist Church
BOARD OF DIRECTORS MEETING
May 27, 2015

Members

Todd Daniels-Howell, Chair John Drake, Treasurer
Lee Tumminello (Trustees) Eric Galloway (MC/LL)
Jim McDonald (SPRC) Margaret Mayo (AL)
Nick Tumminello (Finance) Kathleen Custer, LL
Linda McClain (LL to AC) Bill Groth (AL)
Mark Grove, Secretary

Ex Officio

Darren Cushman Wood

Absent

Shannon Priddy, Vice Chair
Sara Moore (AL)

1. Pastor Darren led the group in an opening prayer.
2. The minutes of the April 22nd, 2015 meeting were approved as distributed (Jim/Bill).
3. Illinois Street Development update (Todd/Darren)
 - Ron Gifford has been working with the developer on a draft agreement which is being reviewed by the Land Development Task Force. This will be brought to the Board for final approval.
 - Ron will attend the June Board meeting to provide additional detail.
 - The gift of the Flower Shop remains on hold pending settlement of remediation needs and possible insurance to help cover that expense. This issue should be completed in time for the flower shop to be included in a single land package with the developer. Ace Hardware still needs to be addressed as well.
4. Task Force on Strategic Direction update (Shannon)
 - The first meeting of the Task Force is set for Sunday, June 7th after the second service. Topics include:
 - Identifying key ministries of North and what does North do well.
 - Outlining direction for long-term financial planning.
5. Program Mission Endowment Committee report (Darren)
 - PME proposed distributions in October from a number of designated endowment accounts to help with the 2015 budget. This was approved at the October 2014 Board meeting, though was prior to the budget summit.
 - The original proposal was for to use \$23,700 from these accounts; this revised proposal is to go with \$25,700. The Board voted unanimously for the specific distributions as recommended by PME.
 - Members were reminded that the designated accounts receive an annual contribution from the distributions that are determined by the Endowment Committee.

- \$25,700 is the maximum amount that may be used if needed (subject to actual operating income and expenses); the final amount will be determined by the Finance Committee later in the year. *Details are appended below.*

6. Committee/Board/Senior Pastor Reports

- Trustees (Lee)
 - The objective from last meeting was to determine how much is available for repairs. This remains under review given that many of the funds are in designated accounts.
 - Given her experience and familiarity with North's budget, Marie Powell has offered to help the Trustees with this review.
 - Once a final amount is determined, the Trustees will consider funding a number of projects, including the kitchen repairs/upgrade in the Community Room and the boiler. Though the decision as to actual spending rests with the Trustees, Lee will keep the Board informed as an FYI.
 - Lee met with North's insurance rep and got some questions answered regarding increases in the cost of our insurance.
- SPRC (Jim)
 - The main focus of SPRC's recent efforts was acknowledging Pastor Danyelle's work and planning the departure ceremony.
 - Eric is applying to [Garrett Evangelical Theological Seminary](#) to pursue a Doctor of Ministry. The program would begin in January 2016 and is completed through both intensive sessions on the Northwestern University campus as well as online studies. The program culminates with a project at church being served.
 - SPRC is starting HR evaluation and is in the process of revising North's Employee Handbook which last was updated in 2009.
 - A recent concern for the committee emerged from a number of SPRC members having been approached by parishioners concerned about perceived delays in replacement of Pastor Danyelle and the Finance Director position and what appeared to some as uncertainty regarding the future of these positions.
 - All agreed we need more communication on this and what we are doing regarding these positions. Jim, Darren, and SPRC will send a note to the full church 5/28 that may smooth those concerns. As not all North members use e-mail, Darren also will provide a similar announcement at services with the full letter available at the front desk.
 - Concerns about Finance Director seem to be more acute. With this key position vacant the church appears to be treading water. We will continue to try to enlist congregation in helping get the word out on the Finance position. To that end, the following appears in current North e-newsletters:

Finance Director Update

- North Church is resuming its search for a finance director. Over the past few months we contracted with Albie Marco to provide financial consultation to improve our systems in preparation for a new finance director. Help us find the right person by praying for the position and by

sharing information about the position with interested persons. [Click here](#) for a copy of the job posting.

- Ministries Council (Eric)
 - No meeting; no report.
- Finance (Nick)
 - The budget is tracking pretty well with payments-on-pledges ahead of plan, though some of this is the result of having received some pretty sizable annual payments relatively early in the year.
 - Non-pledged income is a little off from planned, but steady.
 - We are \$16,000 to the good in income and \$5,000-6,000 below budget in expenses.
 - Wages and salaries are running a little high due to some overtime for Cindy and for housekeeping staff. Some of the latter has been offset by space rental payments from outside users that required the added work.
 - Albie Marco's last day was last week and as noted above, the job has been posted. Please share the position posting with colleagues. We are looking for someone to work 20-30 hours a week.
 - North's ability to collect electronic contributions will be up soon.
 - Nick's collective terms on the Board and Finance are ending this year. At the same time his work and travel schedule is also ramping up, prompting the Finance Committee to address additional leadership support in the near-term.
- Lay Leadership (Kathleen)
 - In light of work-related demands on Nick's time, Doshia Stewart will be serving a Vice Chair for the Finance Committee for the balance of 2015.
 - The Celebration of Ministries event will be held September 20th.
 - With the nomination process upcoming, Board members were encouraged to think of possible good chairs and vice-chairs for 2016 and pass those names on to LL for their review.
- Chair (Todd)
 - Child and Youth Protection Policy—Todd and Sara will be meeting with representatives of the Children's Council as soon as a meeting date can be found. Anne is taking over as the staff liaison on this.
 - We have a policy in place until the revised one is implemented. We aren't operating in a void.
 - It would be nice to have something back to the board by the end of the summer/beginning of fall, but we don't have an emergency need. Then will return to the board.
- Senior Pastor (Darren)
 - Summer intern Ali Deleo started this week. Members are encouraged to take her out to lunch or dinner to help make her welcome. Prior to beginning her studies at Duke, Ali taught in the Physical Therapy program offered by the George Washington University School of Medicine.
 - Members were reminded of the Gospel Mass this Sunday; please encourage friends and others to attend.

- July 12—Singer/songwriter [Cynthia Clawson](#) will come in for a special music at the 11:00 service. Additional ways to help promote attendance. July is always a slower month for attendance.
- With Danyelle’s departure visitations to members in the hospital are being managed among Darren, Eric, and Pat Thorlton.
 - Pat will be providing a training program for about a dozen people to be lay visitors.

7. Executive Session *as required*

- See [January 2015 minutes](#), page 6, item 7.

Upcoming Meeting Dates

June 24	October 28
July 22	November 18 (3 rd Wednesday)
August 26	December 16 (3 rd Wednesday)
September 23	

Future Topics

- Communications report on targeted advertising
- Flower shop
- Updated photo membership directory
- Innovation Fund
- Emergency preparedness plan
 - Operational Review *Darren and staff*

**PME Committee Proposal for 2015
(Revised) May 2015¹**

Proposed Allocation for 2015 Budget²	Balance in designated accounts as of April 30, 2015³	Fund	Purpose
\$500	\$1204.98	Childers	Music Director's continuing education
\$900	\$938.45	Mitchell	Youth books and curriculum
\$1000	\$1829.05	Hicks	Publication costs for Lenten and Fall study guides and booklets
\$800	\$995.03	Tyner	Youth scholarships for events
\$2000	\$5033.96	Hamilton	Purchasing music
\$2000	\$5837.24	Blankenbaker	Youth employment supervision at the Farmers Market
\$10500	\$28140.45	PM Endowment	All youth ministry meals, lodging, registration fees and honoraria
\$8000	\$29750.00	Mider PM	Children's ministries—for new curriculum development and for redevelopment of VBS
\$25,700		Total	

¹ The original proposal was approved at the October 2014 Board meeting for \$23,700.

² This is the maximum amount which may be used if needed, which will be determined by the finance committee later in the year.

³ These designated accounts receive an annual contribution from the distributions that are determined by the Endowment Committee.