

Minutes
North United Methodist Church
BOARD OF DIRECTORS MEETING
August 23, 2017
5:30 p.m.

Members

Shannon Priddy, Chair
Ron Gifford, Vice Chair
Richard Kluger (Finance)
Kathleen Custer (LL)

John Drake, Treasurer
Eric Oehler (Trustees)
Mark Grove, Secretary
Jeff Eggert (AL)

Ex Officio

Darren Cushman Wood
Josh Jordan

Absent

Jacqueline Blackwell (LL to AC)
Mark Foglesong (AL)
Eric Galloway (MC/LL)
Jim McDonald (SPRC)
Faustin N'tala (AL)

Guest

Pablo Svirsky (Land Development)

1. Pastor Darren opened the meeting with a prayer.
2. The minutes of the July 26th meeting were approved unanimously (Kathleen/John).
3. Land Development (Darren)

Review and Approval of Proposed Design

- The Land Use Taskforce has continued discussions with Flaherty & Collins, sharing the comments and concerns identified by board members at the July meeting.
 - The developer has been responsive throughout the process, presenting a number of different building layouts. After careful study, the taskforce selected one for presentation to the board.
 - A general schematic and summary of the total proposed units, retail space, and parking places appears below. Though not yet finalized, taskforce members do not expect the final version to vary significantly.
 - Taskforce and board members agreed that the final design must be practical in order to attract commercial (and residential) tenants as well as to secure the necessary construction funding.
 - The main issue identified by the board at its July meeting was how close one of the development's buildings would be to North's west entrance.
 - The current proposal has modified that somewhat. In discussions with the taskforce, Flaherty & Collins also noted:
 - the more pedestrian feel of that corridor while still allowing parking for people with disabilities near North's southwest entrance and ramp to the west entrance.

- a benefit of the building’s proximity is providing passive security for the church with additional “eyes on the street” with apartment tenants overlooking the west entrance.
 - The number of parking spaces available to North members essentially will remain constant with a reconfiguration of its current lots and the availability of spaces for North members and visitors in the development’s new parking structure.
 - An elevator and stairs from the garage would face North’s west entrance and likely only be used by visitors to North. This will be an added convenience.
- The taskforce is still negotiating the formal developer agreement based on the terms contained in the Letter of Intent adopted at the [March 2017](#) board meeting.
- The board unanimously approved a motion to move forward with the design plan/footprint recommended by the Land Use Task Force (Kathleen/Richard).

Next Steps

Formal Requirements

- In order to continue the process, the church needs to hold a financial structure charge conference to create a separate legal foundation and empower that body to act on its behalf in formalizing the development proposal and in other activities related to the development going forward.
 - The *Book of Discipline* has a clause that allows for the creation of a local church foundation as a non-profit entity to participate in the for-profit LLC management structure, to negotiate the necessary agreements, and to invest the designated property in the LLC (see ¶ 2535; 2529.5)
 - The Board will finalize the proposal at its September 25th meeting.
- In order to be considered for a tax credit, the developer must submit an application for the credit by early November. To meet this deadline, the church will hold a Charge Conference following the second service, tentatively set for October 22nd.

Communication with Congregation

- Continuing the process started well over a year ago, the board and taskforce will take steps to continue to inform North’s membership regarding the proposed development and to seek its support in the weeks leading up to the special Charge Conference.
 - A presentation on Affordable Housing and the benefits for early childhood development will be held August 27th.
 - Detailed views of the proposal and its specifics will be on view at the church and a PowerPoint explaining the proposal available on the church website. These will be available for September and October, leading up to the Charge Conference.

- The picture display will be in the West Entrance and possibly near the Chapel.
- A set of FAQs is being developed for distribution to North members the first week of September. The FAQs will be updated, as needed, throughout September and October and be available for pick-up as well as on North's website.
- Two all-church forums will be held in September, with each repeated to encourage attendance and participation.
 - The first forum will allow members to meet a representative from Flaherty & Collins and learn more about the financials involved in the development. This initial forum is scheduled for September 10th after the second service and repeated the evening of September 11th.
 - The second forum will provide more details on the actual building design. This forum is scheduled for September 24th after second service and the evening of September 26th.
 - We recognize there will be some content overlap between the two forums, but between those sessions and the materials provided at the church and on the website, the board believes members will have been well-informed.
- Pablo Svirsky has offered to lead tours of the parking lot for church members interested in additional information. Board members agreed that this single guide model ensures a more consistent and accurate presentation of information.
- The Land Use Taskforce will work with church staff to develop and oversee the communication process. The taskforce will consult informally with members of the board as well as North members who are communications professionals regarding the efficacy and effectiveness of the outreach effort, including reviewing drafts of materials.
- Neighbors and city officials interested in the proposal will be able to learn additional details through the website.

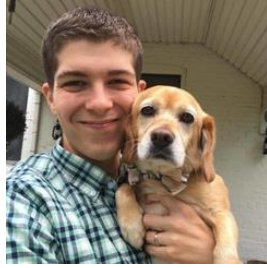
4. Committee/Board/Senior Pastor Reports

- Finance (Richard)
 - Stewardship
 - The Stewardship Committee is meeting more regularly this year and this should allow for more stewardship messaging in anticipation of Stewardship Sunday, October 29th.
 - Programs are being offered to North members on *Estate Planning* (September 20) and *Credit Scores* (October 18th). The presenter is an attorney with [Taft Law](#) group.
 - These programs are intended to raise the financial literacy of North members and, ideally, may benefit our stewardship results over time.

- Depending on the response, other programs may be added in the spring.

Financials

- July was a good month with \$41,000 more in pledges being paid than had been budgeted. We did benefit from it being a five-month Sunday, though a number of other factors may have contributed, such as the distribution of quarterly statements prompting some catch-up payments on pledges. While we are still running ahead in paid pledges for the year, we don't expect the scale of this month's performance to continue.
 - Registration fees were down for the month. We were perhaps overly optimistic on the number of expected weddings we might host.
 - Wages were lower with vacant positions and outsourced personnel spending down with the move to bring security in-house.
 - Revenues exceeded expenditures by nearly \$28,000 for the month.
 - Josh will check on the importance to the bank of reaching the [cash flow ratio requirement clause](#) in our loan, though members agreed meeting that target remains a goal. This was an issue for the auditors.
- Trustees (Eric O.)
 - No July meeting.
 - The boiler replacement is underway, with the old one out and the new arriving soon.
 - We have a strong candidate for the Building Manager position.
 - Notes will be taken at future minutes to satisfy the auditors.
 - Staff Parish Relations Committee *SPRC* (Jim)
 - Josh Jordan presented a Total Benefits Summary template to committee members which is customizable for each employee, and demonstrates the full range of benefits provided by NUMC.
 - Adjustments to the current employee PTO benefits regarding specific definitions, pro-rated benefit calculation methods, accrual schedule, and carry-over policies were broadly discussed and approved unanimously.
 - A number of additions, suggestions and clarifications, to the Employee Handbook were also considered and approved unanimously.
 - Upcoming plans for pastor evaluations were discussed and an update on open positions at NUMC was provided.
 - [Cory Unthank](#) has accepted the position of *Minister of Youth and Young Adults*. He is currently serving as the *Director of Student Ministries* at Pittsboro UMC.
 - A graduate of the University of Indianapolis, Cory was a youth ministry intern at North under Anne Brock 2014-2015. His starting date is set for September 10.



- Ministries Council (Eric G.)
 - Finalized and published the [Fall Offerings](#) schedule and booklet.
- Lay Leadership (Kathleen)
 - Lay Leadership is starting to ask people to serve on committees. We are still open to suggestions for other new members.
 - Lay Leadership is working on this year's *Season of Service* schedule to encourage people to participate and become more involved in the life and activities of the church. Different ministry areas will be featured each week with information and sign-up tables available.
 - September 10—Discipleship & Formation
 - September 17—Worship & the Arts
 - September 24—Care & Nurture
 - October 1—Mission & Outreach

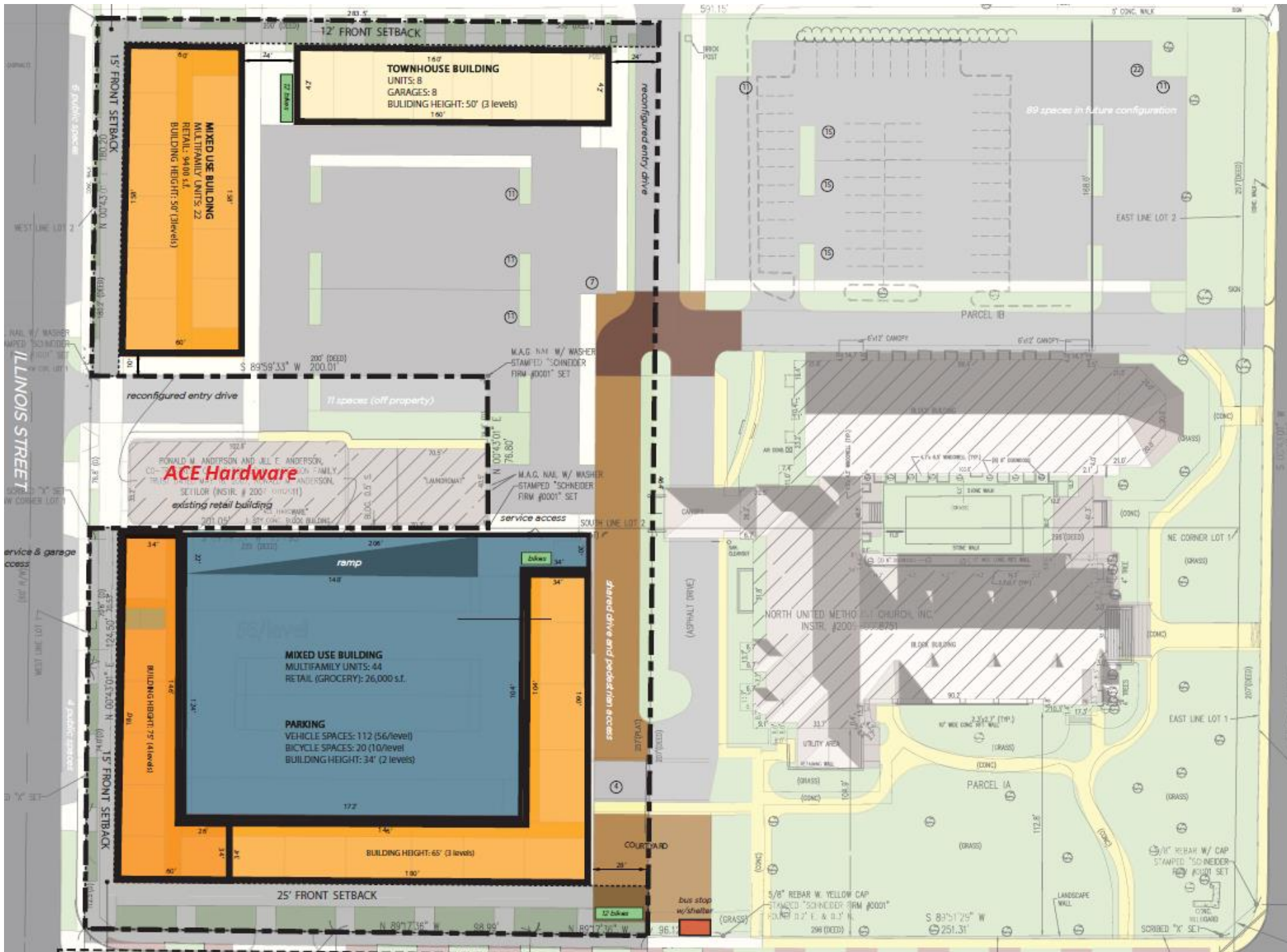
5. No Executive Session was held
See [January 2015 minutes](#), page 6, item 7

Upcoming Board Meeting Dates

- September 27
- October 25
- November 15 (3rd Wednesday)
- December 20 (3rd Wednesday)

Other meetings

- October 22 *Land Development Charge Conference*
- November 16 *Annual Charge Conference*



Summary of Proposed Development

RESIDENTIAL TOTAL: 74 units

- BLDG 01 (townhomes) 8 units
 - *Rented at market rates*
- BLDG 02 (nw mix) 22 units
- BLDG 03 (sw mix) 44 units
 - *58 of the 66 units in buildings 2 and 3 would be affordable for young, low income families.*

RETAIL TOTAL: 35,400 square feet

- BLDG 02 (nw mix) 9,400 square feet
- BLDG 03 (sw mix) 26,000 square feet

PARKING TOTAL: 249 spaces (this compares with North's current 242)

- Structure 112
- Surface main 52
- Surface north 85