

**Minutes**  
**North United Methodist Church**  
**BOARD OF DIRECTORS MEETING**  
**October 23, 2019**  
**5:30 p.m.**

***Members***

Ron Gifford, Chair  
Marie Powell, Vice Chair  
Troy Barker, Secretary  
Jack Leonard, Treasurer  
Jacqueline Blackwell (LL)  
Alan Archibald (LL/MC)

Jeff Bonner (Trustees)  
Peter Chen (At large)  
John Drake (Finance)  
Jeff Eggert (At large)  
Leslie Knox (At large)  
Linda McClain (SPRC)

***Ex Officio***

Darren Cushman Wood  
Marie Lang, Finance Director

Attendance was recorded with the following individuals recorded as not present: Jacqueline Blackwell (LL), Jeff Eggert (At large), Leslie Knox (At large), Linda McClain (SPRC) and Marie Lang, Finance Director

1. Opening Devotion  
Pastor Darren opened in prayer at 5:31 PM
2. Approval of minutes of September 25, 2019 meeting  
Minutes of the September 25th meeting were approved as presented.
3. Finance Director Update  
Pastor Darren has informed the Board that Marie Lang, Finance Director, has given her resignation to accept a full-time position with another organization. SPRC is actively looking for a replacement. A promising candidate has been interviewed, and additional details could be forthcoming.
4. Endowment Committee report/recommendation  
Ron Gifford reported as follows: As the Endowment committee mentioned in our March 2019 recommendation, the committee has revisited our 2019 recommendation. Upon review of the endowment account, current market conditions, etc., we are increasing our distribution recommendation. The Endowment Committee recommends to the board an increase in the 2019 endowment distribution to a total of 4.5% (i.e., an extra 1.5%), and are giving guidance of 3% for 2020. The Endowment Committee further advises that they feel this revision was an extraordinary event, and do not anticipate it to become an annual occurrence.

*The above motion was raised by Ron, seconded by John Drake. The motion passed.*

5. Stewardship Moments in November

Darren asked for board members to volunteer to speak on the following Sundays for a stewardship update. The following board members agreed.

Sunday, November 3, 2019 – Alan Archibald,

Sunday, November 10, 2019 – Marie Powell, and

Sunday, November 17<sup>th</sup>, 2019 – Peter Chen

6. Committee/Board/Senior Pastor Reports

- **Finance**

Financial Notes for September 2019

Revenue – At the end of September, our revenue should be at 75%.

Pledges are at 62% or down 88,000. We can make most if not all by the end of the year

Non-pledge Contributions – Down 8,600 for the year. Christmas offerings will help close this gap.

Pre-paid pledges – 41,000 has kept our income deficit down to 57,000 year to date.

Summary: We need the usual strong fourth quarter for the income to meet budget.

We have been at 95% or higher of income to budget for the last six years.

Expenses

Expenses are 106,000 over budget – Salaries are overdue to PTO and other payments posted to this line in error.

Lines to watch – Salaries, Contracted Services, Building Equipment Repairs, Equipment Furnishings. The last three expenses contain unusually expenses that should be posted to Assets. Marie and I will continue to work on these.

Overall, in planning next year's budget, the Finance Committee will look at other sources of funds from the Designated Funds; however that is not the answer by itself.

We need more pledge revenue. In the past, the Finance Committee and Darren have made mid-year adjustments to keep the budget closer to actual. Unless we can produce more revenue, it is my task as Chair of the Finance Committee to go back to that practice.

Departmental Income Statement

Marie presented this to the Finance Committee this month. It is presenting the financial information by departments versus one overall number for each line.

Departments include Admin, Building, and Programs.

\*A copy of the September 2019 financial statements were provided at Board meeting. Copies are available from the church office or board secretary. (Troy Barker – troy@comcast.net)

## Audit

We received what is called a “clean opinion,” which is short for the fact that there are no major issues. We do need to work on some internal procedures such as making sure bank accounts are reconciled monthly, journal entries are reviewed by a member of the Finance Committee, and proper documentation of pay rate increase, PTO, and other accruals. The Finance Committee will take a more active role to ensure these steps are implemented. Please remember, the audit shows no major issues with our records and procedures.

\*A copy of the audit was provided at Board meeting. Copies are available from the church office or board secretary. (Troy Barker – troy@comcast.net)

- **Trustees**  
Jeff Bonner reported that there were new updates to report. Trustees currently working on the following:  
Signage Upgrade,  
HVAC Mechanical Connectivity Upgrades  
Drawings for the Parlor, Restrooms, and Conference Room  
Church Lighting Upgrades are continuing.  
Security continues to be an ongoing and bigger discussion with the trustees.
- **Staff Parish Relations Committee**  
Diane Gattone's time request to move to 3/4 time was approved to start 10/1/19  
Committee gave input for Diane's reference letter requested of all ministerial candidates to the Indiana Conference.  
Process for search and interviewing for a new Finance Director was discussed, and the recommendation to move it to a full time (40 hour) position was approved with salary to be negotiated.  
Follow-up discussion on Active Shooter Training for staff - Jeff Linnan will have a meeting re this when he returns. Meridian and 38th Street doors will continue to be monitored during Sunday services.  
Darren updated the Committee on the Indianapolis Plan and other plans submitted.  
List of staff birthdays and committee members assigned to bring them treats was distributed.  
Staff Appreciation Event will be planned for some time in February 2020.
- **Ministries Council**  
Alan Archibald reported that no meeting of Ministries Council occurred in October. The next meeting is scheduled for November 08, 2019. The following dates are upcoming activities on the calendar.  
Oct. 23 - Covenant Bible study continues, Wednesdays through Oct. 30, 5:30-8 p.m.,  
Oct. 24 - Miriam Circle meeting, noon

Oct. 25 - Young Adult Pumpkin Decorating Night, 6-9 p.m.,  
 Oct. 27 - Stewardship Sunday featuring special music from North's ensembles.  
 Oct. 27 - Trunk or Treat, 4-6 p.m., parking lot.  
 Oct. 27 - Taizé service, 5 p.m., chapel.  
 Nov. 2 - Dinners for 8.  
 Nov. 3 - All Saints Sunday & New Member Sunday,  
 Nov. 3 - Cookie Project sales begin in the west entry, through Dec. 1.  
 Nov. 3 - United Methodist Women soup mix sales begin, west entry.  
 Nov. 3 - United Methodist Women sweatshirt orders can be placed, west entry.  
 Nov. 3 - Sunday Supper and New Member Welcome, noon, Fellowship Hall  
 Nov. 3 - East Tenth UMC Community Dinner starting at 5 p.m.  
 Nov. 10 - Health and Healing Sunday.  
 November 10 - Deadline to sign up for 30-Hour Fast Nov. 15-16.  
 November 10 - Deadline to sign up for Game Night & Thanksgiving Feast on Nov. 15.  
 November 10 - ELEVATION (third through fifth grade), 4-6 p.m., room 203.

North's Wesleyan Identity: A Congregational Table Conversation, Sunday, Nov. 13 - 5:30-8 p.m., Sunday, Nov. 17 at noon and Tuesday, Nov. 19, 10 a.m.

- Leadership Development  
 Pastor Darren spoke about the successful Ministries Celebration held on October 20, 2019. The committee is continuing with nominations for 2020 leadership. Charge Conference is scheduled for December 3<sup>rd</sup>, 2019, 6:00 PM at North United Methodist Church. All board members are requested to be present.  
 North's Wesleyan Identity: A Congregational Table Conversation; Pastor Darren requests board members to attend one of the following sessions: Sunday, Nov. 13 - 5:30-8 p.m., Sunday, Nov. 17 at noon or Tuesday, Nov. 19, 10 a.m.
  
- Senior Pastor/Administrative  
 Pastor Darren provided the board with an update regarding UM Forward. The church website has been updated and refreshed. Please direct feedback to [Linda Mansfield](#). Additionally, Darren asked for a conversation regarding the relationship with East 10<sup>th</sup> Street United Methodist Church to be placed on the agenda for the November 20<sup>th</sup> Meeting. Darren also suggested each board member attend a morning worship service at East 10<sup>th</sup> Street in order to better understand the East 10<sup>th</sup> Street church.

7. Executive Session – None requested.

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

**2019 Meeting Dates (4<sup>th</sup> Wednesday unless noted otherwise)**

- November 20 (3<sup>rd</sup> Wednesday)
- December 18 (3<sup>rd</sup> Wednesday)