

MINUTES
BOARD OF DIRECTORS MEETING
Wednesday, March 26, 2014

Members

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|----------------------------|--------------------------|
| Todd Daniels-Howell, Chair | Charles Young, Treasurer |
| Nick Tumminello (Finance) | Eric Galloway (COM /LL) |
| Mark Grove, Secretary | Margaret Mayo (AL) |
| Kathleen Custer, LL | Bill Groth (AL) |
| Linda McClain (LL to AC) | Vic Childers (Trustees) |

Guest

Dawn Claghorn

Ex Officio

Jim Thieman, CBA

Absent

Darren Cushman Wood
Ann Mackey, Vice Chair
James Hamstra (SPRC)
Angela Ockerman-Jones (AL)

1. Todd led the group in an opening prayer
2. Minutes of February 26, 2014 Meeting were approved (Kathleen/Charles)
3. Leadership changes
 - Members of various committees and chairmanships typically are elected at the fall Charge Conference. Should a vacancy occur between charge conferences the Board of Directors can elect persons to fill the opening.
 - Dawn Claghorn was put forward by Lay Leadership to fill such a vacancy on the Trustees' Committee and in a vote conducted by e-mail after the meeting was elected unanimously by the Board.
 - Vic Childers joined the Board of Directors as a representative from the Trustees.
4. Financial Report and Attendance Report (Jim)
 - Notes are being added to the Attendance Report to reflect any unusual activities or factors, such as extremely poor weather or a larger music contingent at first service than usual

Balance Sheet

- The general, capital, designated, endowment funds, and a total funds summary now appear in a single report.
- The balance sheet is in balance
- We have \$261,000 in designated fund balances.
 - Several funds are in due-to/due-from status in order to allocate "split gifts." It all balances.
- When the audit is completed shortly, we will be able to balance out 2013 and roll into 2014 which will clean up a few last items.

Income

- Jim presented a three-year comparison of income that was requested at the February meeting. Members agreed having the information in one place was useful, though

suggested that for purposes of this comparison all that was needed was actual income, not budgeted. Jim will send a revised version.

- We have collected \$128,027 in pledged income year-to-date through February. This is \$47,000 below budget. Year-to-date pledged income is \$21,091 behind the same point last year, due, in part, to the missed Sunday in January due to bad weather.
 - February pledged income was \$4,566 below the same month in 2013.
 - We are down \$2,900 in non-pledged income YTD when compared with the same point in 2013, though when compared with *budget* for this line, we are \$14,634 behind.

Expenses

- With the change of health plans for four lay staff members, the billing for the year for the different plans is somewhat out-of-sync. This will be brought back into alignment after the March change-over in plans.
- We had a large purchase of paper goods for the year for all church events and for Bread n' Bowl, but the impact as a share of the annual expenditures in this line will be reduced as we move through the year.
 - Part of Bread n' Bowl is paid by the General Fund, the rest by Designated Funds. In the 2014 budget, the Board of Directors approved \$25,000 of Designated Funds to be transferred to the general fund to help pay for a number of items including \$6,000.00 for Bread n' Bowl.
- Expenses YTD are \$18,572 under budget. Part of this is seasonal.
- Actual YTD income is \$54,745 short of income, primarily due to the shortfall in income. When compared to YTD *budget* we are \$42,297 short of balancing income with expenses.

5. Committee/Board Reports (Eric)

- Ministries Council
 - Mabel Hohlt and David Hyde will be recognized as progenitors of the Green Team at North at services and in friendship time on April 6th. Board members are encouraged to stop by and thank them for their good work.
 - Mardi Gras and other upcoming events were discussed at the most recent meeting.
- Staff-Parish Relations Committee (*Kathleen on behalf of James*)
 - Darren has completed nearly all 2013 staff evaluations
 - SPRC reviewed the Strategic plan and progress toward meeting its goals.
 - Part of Darren's evaluation of staff includes making sure each is meeting his or her goals.
 - Pastor of Ministry and Outreach—starting interviews for clergy/interns.
 - As noted above, four non-clergy recently were moved to a new health insurance program that will provide coverage for 2014. SPRC will continue to research options for future years.
- Lay Leadership (Kathleen)
 - SPRC continues work on improving the transition for new members and their responsibilities, especially in clarifying which responsibilities are staff and which are those of committee members.

- Lay Leadership is starting to think about candidates for some positions on the different committees.
- The committee is working on plans for smooth transitions for new committee members and leaders.
 - Encourage all committees to develop a master calendar, budget.
- Lay Leadership will sponsor another Ministry Fair in the fall.
- Trustees (Vic)
 - The main focus for the Trustees is maintaining North's building and grounds.
 - One upcoming project is repair/renovation of the kitchen in the Community Room
 - There is a moisture problem in the room and cabinet doors are coming off.
- Finance (Nick)
 - Mark Kays and Bob Sachs have finished their preliminary work on long range forecast modeling of income and expenses. Central to this is demographic analysis of the congregation and pledging trends by group. Additional work is needed to incorporate actual collections as well as pledges. Some items of note from the work so far:
 - The model used congregational information and with reasonable accuracy made pledging projections based on age.
 - The median age of pledgers at North is 64 years old, somewhat above that for United Methodists generally (late 50s). We have only one person pledging in the 20-29 age group.
 - We have an aged bell curve.
 - Additional forecast modeling findings tentatively are scheduled for presentation to the Board at the May meeting (a 30 minute topic).
- Darren and Nick are looking at the end of April or early May for an updated financial overview presentation similar to last fall's [Covenant Conversation](#).

6. Chair's report

- Darren is interviewing some possible interns for the Mission and Outreach area.
- Members were reminded to read though page 41 of *A Spirituality of Fundraising* for next month.
- Jim, Mark, and Todd will meet to run the remaining edits needed to North's Emergency Plan. Once that is done, the plan will be brought back to the Board for final adoption.
- At the April meeting the Board will perform a brief review of North's progress on meeting the goals and markers for 2014 and 2015 in the Strategic Plan.
 - Committees are encouraged to review their specific progress so as to be able to report at the April meeting.
- Flower shop update
 - The Indiana Department of Environmental Management (IDEM) appears to be taking a harder line than in the past on identifying any remediation necessary and limitations of possible future use/development. There are a number of actual and possible pollution issues that need further study and may require hiring a firm to review and identify possible remediation options to take back to IDEM. Though still

under consideration, hiring such a firm and continuing legal review/action would require additional expenses that are not budgeted.

7. Executive Session

Upcoming Meeting Dates and Tentative Topics

April 23

- *A Spirituality of Fundraising (Darren)*
- *Emergency Preparedness (Todd, Jim, Mark)*
- *Long Range Plan Review (Todd)*

May 28

- *A Spirituality of Fundraising (Darren)*
- *Forecast Model for Income/Expenses (Nick)*

June 25

- *A Spirituality of Fundraising (Darren)*

July 23

August 27

September 24

October 22

November 19 (not 26th)

December 17 (not 24th)

Future Topics

- Flower shop *Ann*
- Dashboard
- Updated membership directory
- Innovation Fund
- Ministries Council Delegation of Authority process *Eric*
- Emergency preparedness plan
 - Todd, Jim and Mark to review Ann's suggested edits
 - Operational Review *Darren*
 - Review of Appendix on Disruptive Behavior *Linda on behalf of new task force on special needs*
 - Formalize committee and response team
- Possible additions for North website
 - Staff organizational chart
 - A new chart displaying relationships of committees, councils, etc. to supplement the expanded Leadership Roster
 - Long Range Planning Final Report
 - Under an *Inclusiveness* page
 - Resolution Supporting Full and Equal Status
 - Resolution Adopting Two Welcoming Statements
 - The Inclusiveness page might offer some brief introductory text and additional links and/or descriptions of our various groups addressing inclusiveness, including the Affirming Group, IHN, Prison Ministries, Disabilities Awareness, etc., pulling text from or linking to
 - <http://www.northchurchindy.com/ministries/adults/adult-groups/> (that has information about our support from RMN and a link I've asked Laura to correct)

- <http://www.northchurchindy.com/ministries/adults/sunday-school-adults/> for the description of the Affirming Group
- <http://www.northchurchindy.com/outreach/local/>
- Other policy documents?