

**New Town United Methodist Church
Williamsburg, Virginia
Leadership Board Meeting Minutes
March 18, 2014**

Attendees

Members present:

Todd Freneaux, Chairperson
Pastor David Ford
Terry Bossieux
Ian Roberts
Tom Hassler
Carole Martin
Ellyn Hassell
Stephanie Turner
Pam Dumont
Mark Matney
Carl Timmer
Pam Klepec

Guests present:

Karen Goins, Jonathan Diggs, Donna Grannan, Gretchen Tisone, Carol Dyke, John Lohr, Stacie Lohr, Bruce Utne, Wayne Hunley, Debbie Ritchie, Stacey Coopriider, Sarah Rapach, Lynn Walker, Doug Walker, David Nice, Deborah Nice, Ernie Dyke, Judy Harshbarger, Wanda Anderson, Lois Demerich, Dorothy Freneaux

Welcome, Devotion, and Prayer

The New Town United Methodist Church Leadership Board (LB) held its monthly meeting on March 18, 2014 at 7:00 p.m. The meeting took place in the sanctuary at NTUMC, 5209 Monticello Avenue and was called to order by Todd Freneaux.

Pastor David began the meeting by recounting his mission trip to Cuba. Pastor David then reviewed the updated prayer points and the attendees broke into small groups for prayer.

Old Business

Approval of February 18th minutes:

Pam Dumont made a motion to accept the minutes as presented. Terry Bossieux seconded the motion. The motion carried unanimously.

Finance/Treasurer's Report (Ian Roberts):

Referencing the February financials, Ian made the following comments:

- Operating: Actual monthly income is \$55,041.30 and Actual monthly expenses are \$77,133.90. YTD actual operating income is \$112,050.29 and YTD operating expenses are \$156,314.41, with a variance of \$44,264.12.
- Total: Including the mortgage payment of \$13,933.09, the YTD total deficit is \$62,394.12.
- Reserves: Operating \$49,702.06; Building Fund \$212,924.81.
- Preschool: YTD income \$45,757; YTD expenses \$36,602.14.
- KCC has three months left to run with a balance remaining of \$110,771.85. The KCC shortfall currently stands at \$99,673.76.

New Business

Vote on Wesleyan Covenant Network (Pastor David):

For the benefit of those not present at February's LB meeting where this issue was discussed, Pastor David circulated the Wesleyan Covenant Network pamphlet, and explained its purpose. He also offered additional insight as to where he stands in support of the organization. WCN is a group of churches and pastors who network together within the structure of the United Methodist Church to the end of revival.

Carl Timmer made a motion that the LB join WCN on behalf of NTUMC. Tom Hassler seconded the motion. The motion carried unanimously.

Vote on Bishop Cho's Prayer Covenant (Pastor David):

For the benefit of those not present at February's LB meeting where this issue was discussed, Pastor David reviewed the "Covenant for Spiritual Discipline" document. In this document, Bishop Cho challenges the entire Virginia Annual Conference about their prayer life. Congregations are invited to become a part of this covenant.

Pam Klepec made a motion that the LB commit to being a *Prayer Covenant Congregation* on behalf of NTUMC. Terry Bossieux seconded the motion. The motion carried unanimously.

Presentation of Proposed Organizational Chart (Ad-hoc Team):

On behalf of the Ad-hoc team, Todd encouraged all attendees to collect printed copies of the proposed organizational chart as well as job descriptions for the proposed Executive Director, Director of Small Groups and Care Ministries, and the Director of Missions and Evangelism. He also invited all to submit questions in person or on-line in case their questions/comments were not heard during the meeting due to time constraints.

Todd then gave a brief timeline for the work that Simple Church Transition Team (SCTT) did over the past several years regarding a new organizational chart. Once SCTT dissolved in 2013, a new Ad-hoc team was formed to finish the organizational chart work. The Ad-hoc team included several former members of SCTT as well as representatives from LB.

Todd continued by presenting a PowerPoint that outlined details of the proposed chart and informed attendees that LB would be voting on the chart in April.

For copies of the proposed chart and job descriptions, or to review an audio recording of the entire Q&A, please feel free to reach out to an LB member. Due to the lengthy Q&A that followed, only highlights from the *discussion points and comments* are outlined below.

- Questions were asked about new positions on the org chart as well as the absence of current, existing positions. In particular, several commented on the absence of an Assistant Youth Director position.
- The chart is designed to meet the needs of a growing church. The first step in the vision is to establish an Executive Director (ED). If the chart is approved, the ED selection process will begin, with the new Pastor's input into the selection process once he/she arrives. Once selected, the ED can move forward with fine-tuning the job descriptions and implementing the chart.
- The Ad-hoc team sought the counsel of Tim Beatty (ED of Christ United Methodist Church, Fairfax Station which also follows a Simple Church model). The team later spoke with Jim Griffith (consultant) and Joe Carson (District Superintendent) for guidance on whether or not we should move forward with the org chart in light of the pastoral change. They both agreed that we should move forward and not wait until our new Pastor's arrival.
- It is the job of the elected leadership of the church (not the current or new Pastor) to move the church forward in its overall direction.
- When the Ad-hoc team was formed, the team was designed to include members of the previous SCTT and LB members to promote uniformity.
- A staff reorg conversation has been happening for more than 2.5 years. We need to ponder what this is doing to our church.
- The responsibility of our church falls on LB, not our Pastor. If we stop making progress now, that means we are not following our own model.
- Todd commented that our current LB model is not sustainable. If a new structure is not put in place in the near future, the LB cannot continue to function.
- How will pastoral care be handled?
- Do paid personnel need to be members of the church?
- Does the ED report to LB?
- How does the church function during implementation?
- We should trust that LB will move our church forward under the will of God. To put the idea of protecting staff positions ahead of LB's progress of an org chart is not Godly.
- We need to trust that God is working through our current Pastor, our LB, and will work through our future Pastor to move in the direction that God wants. This is God's church, not mankind's church.
- An attendee shared scripture from Nehemiah, who was described as a great leader. In relating that scripture to our situation, a question was raised about our church's leader... how can we move forward and vote on this proposal without our new leader/Pastor in place?
- This is a process that takes time. We need to ensure the right people are "on the bus" in "the right seats."
- Let's not be afraid to try new things. If we stay at status quo, we will never improve.
- We are experiencing a great deal of change. Is this the right timeframe for an organization overhaul?

- Can the church sustain itself given the amount of staff turnover that has already occurred as well as the turnover that the new organization chart suggests?
- Many requested that the LB consider tabling this proposal and vote after the new Pastor arrives.
- Asking questions, expressing fear and uncertainty, and questioning the direction of the church does not mean that LB is being disrespected. We all need to remember each other's perspective.
- Most pastors do not have the gift of administration. Let's not expect that our new Pastor will have this gift. We should challenge our new Pastor to put 20% of his/her time into missions and evangelism.
- The ED is designed to free many of the administration tasks from a lead pastor. With that said, the ED can help insulate our Pastor from daily tasks of the church, but not to the extent that the Pastor loses connection with the church.
- During a transition of pastoral leadership, it is normal to lose 10% of a congregation. We need to be prepared for this.

Future Action Items (continued)

- Vote on proposed organization chart (April)
- Orientation for new members
- Comment box submissions (Todd Freneaux/Pastor David)
- Update on development of new website (Ian Roberts/Bob Oller)
- Vision Statement for Worship (TBD)
- How can we more effectively communicate LB business to the congregation - i.e., agenda, approved minutes, include LB meeting on the church-wide event calendar, include LB meeting in the bulletin the week prior, etc.? (Tom Hassler)
- To what degree is the preschool a ministry of the church? Where do we categorize this ministry? How does the preschool ministry relate to the church?
- Since the preschool is a ministry of NTUMC, is the money spent for this ministry reflected in our operational expenses report for the Annual Conference?

Adjournment

Todd adjourned the LB portion of the meeting at 9:35 p.m.

The next LB meeting will be held April 15th, 2013 7:00 p.m., NTUMC Youth room.

Respectfully submitted by Elyn Hassell, Leadership Board Secretary