

**New Town United Methodist Church
Williamsburg, Virginia
Leadership Board Meeting Minutes
April 15, 2014**

Attendees

Members present:

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

Members absent:

Pam Klepec
Ian Roberts
Stephanie Turner

Guests present:

Karen Goins, Stacie Lohr, and Donna Grannan

Welcome, Devotion, and Prayer

The New Town United Methodist Church Leadership Board (LB) held its monthly meeting on April 15, 2014 at 7:00 p.m. The meeting took place in a conference room at NTUMC, 5209 Monticello Avenue and was called to order by Todd Freneaux.

Tom Hassler led a devotional. Pastor David then reviewed the updated prayer points and the attendees broke into small groups for prayer.

Old Business

Approval of March 18th minutes:

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

Finance/Treasurer's Report (Terry Bossieux):

Referencing the March financials, Terry made the following comments:

- Operating: Actual monthly income is \$66,605.16 and Actual monthly expenses are \$55,694.30. YTD actual operating income is \$178,655.45 and YTD actual operating expenses are \$212,008.71, with a variance of \$33,353.26.

- Total: Including the mortgage payment of \$13,933.09, the YTD total deficit is \$61,369.53.
- Reserves: Operating \$66,362.39; Building Fund \$204,885.90 (we are at 14.7 months).
- Preschool: YTD income \$81,726.76; YTD expenses \$52,045.22.
- KCC has two months left to run with a balance remaining of \$107,784.85. The KCC shortfall currently stands at \$102,323.43.
- Our giving is down year over year.
- There has not been a last push for KCC – the campaign ends is over at the end of May.
- When a donation is made to KCC, the amount is applied to our mortgage principal and interest.
- Should we implement an architectural review?
- Perhaps we should consider a mortgage refinance.
- Should we consider a 30-year mortgage? Terry will assess our mortgage rate/yearly rate/refinance information, and seek out details around King of Glory's construction project. For NTUMC, it may be financially wiser to consider construction in lieu of the prayer room rental. We currently pay \$650/month for the prayer room (Agape pays \$250/month). Terry will report his findings to LB.
- The full amount of the mortgage is listed in the bulletin each week.

New Business

Vote on Proposed Organizational Chart/Impact on Future Budget:

Proposed Organization Chart -

Pam Dumont made a motion to accept the proposed organizational chart with the following changes:

- We agree with the ad-hoc team that the best long-term decision for NTUMC is for the Director of Worship (DOW) position to be full time, but for the foreseeable future, this position should remain a part time position. The Search team will work to fill this position at a part time level.
- We agree with the ad-hoc team that the funding for the Director of Missions position not be implemented until January 2015 at the earliest.
- We agree with the ad-hoc team that the first hire should be an Executive Director. The search for this person should begin immediately.
- According to the charter, the SLT will be renamed to MLT. Stephanie and Ian will continue to serve on this team in addition to Jonathan, Gretchen, and the Pastor.
- The MLT will reactivate the Search team. The Search team will reach out to MLT for direction on an updated job description for the DOW.
- Director of Administration and Director of Program Ministries will continue as they currently are until persons are hired for Executive Director and Director of Small Groups/Care.

Terry Bossieux seconded the motion. The motion carried unanimously by eight LB members (Pam Klepec was absent).

Impact on Budget (discussion, no vote)-

- Depending on the order that new positions are filled and current positions phasing out, there is a financial impact on this year's budget.
- The current budget (after all personnel transitions have occurred) is \$977, 896. Future budget is \$957,758 – roughly a \$20,000 reduction. Some of this is due to the difference in Pastor David's salary compared to our new pastor. Some is due to the \$20,000 provision. Future budget also includes the reduction in the AV position hours as well as the Director of Missions position (for 2015).

Discuss Proposed Amendments to the Charter:

The LB discussed proposed amendments to the Charter. For your reference, see the revised "New Town UMC Leadership Structure" document appended to these minutes.

Pam Dumont made a motion to accept the proposed amendments to the Charter. Carole Martin seconded the motion. The motion carried unanimously.

Membership Covenant Amendment (Pastor David):

Pastor David updated the "New Town Methodist Church Membership Covenant" document to more closely align with our mission statement. The following two points have been added:

Love God...

- "by being a part of a small group in the life of NTUMC."
- "by spending time with God daily in prayer, scripture, and other spiritual disciplines to keep me growing in Christ."

Future Action Items (continued)

- Orientation for new members
- Comment box submissions (Todd Freneau/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 9:10 p.m.

The next LB meeting will be held May 20th, 2014 7:00 p.m., NTUMC Youth room.

Respectfully submitted by Elynn Hassell, Leadership Board Secretary