

**New Town United Methodist Church
Williamsburg, Virginia
Leadership Board Meeting Minutes (Approved)
September 23, 2014**

Attendees

Members present:

Todd Freneaux, Chairperson
Pastor Mike Derflinger
Terry Bossieux
Tom Hassler
Pam Dumont
Carole Martin
Mark Matney
Carl Timmer
Pam Klepec
Stephanie Turner
Ian Roberts

Members absent:

Ellyn Hassell

Guests present:

Kaf Nickerson
Gretchen Tisone
Karen Goins

Welcome, Devotion, and Prayer

The New Town United Methodist Church Leadership Board (LB) held its monthly meeting on September 23, 2014 at 7:00 p.m. The meeting took place in the youth room at NTUMC, 5209 Monticello Avenue and was called to order by Todd Freneaux.

Pam Klepec led a devotional. Updated prayer points were reviewed and the attendees broke into small groups for prayer. Todd then shared his testimony.

Old Business

Approval of August 19th minutes:

**Correction*

1. *In Finance/Treasurer's report, the following bullet point was added –*
 - *Pam Dumont expressed concern about communicating our financial situation to the entire church body. She is in favor of making all members aware sooner rather than later.*

Pam Klepec made a motion to accept the minutes as corrected. Carl Timmer seconded the motion. The motion carried unanimously.

Finance/Treasurer's Report (Ian Roberts/Terry Bossieux):

Referencing the August financials, Ian made the following comments:

- Operating: Actual monthly income is \$63,456.16 and Actual monthly expenses are \$61,971.78. YTD actual operating income is \$452,405.08 and YTD actual operating expenses are \$496,611.28, with a variance of \$44,206.20.
- Total: Including the mortgage payment of \$13,933.09, the YTD total deficit is \$116,297.92.
- Reserves: Operating \$43,792.63; Building Fund \$117,221.39.
- Preschool: YTD income \$124,488.14; YTD expenses \$145,614.94.
- YTD, we are behind.
- Building Fund reserve is very low. As a Leadership Board, we should consider how we're financing our mortgage.
- The September financials will include the memorial gift from Virginia Maynard's estate.
- The balance sheets that were emailed prior to the meeting include the line of credit used for the preschool resurfacing project.
- Online giving constitutes roughly \$5,000 per month. Can we make an effort to reach out to tithers to ask that more of them move to online giving? This may increase giving and may help provide more consistent giving. Pastor Mike offered the opinion that some members need the physical act of putting something in the offering plate. Others use this physical act as an education tool for those sitting around them during Worship. For example, this can be a card that includes text such as "I gave online today." Todd suggested that MLT give this more discussion.
- Mark suggested that the financial section in the weekly bulletin be simplified and more direct. Pam Dumont suggested that we use caution in how we present the numbers. We don't want to encourage giving just to pay the bills...we need to inspire members to give for the greater mission of doing God's work.
- In response to Pam Klepec's question about how the Trustees spend money, Terry indicated that, yes, the Trustees do have a budget that Ian oversees.

New Business

Director of Worship Search Committee (Carole Martin on behalf of Stacie Lohr):

- As of today, we have two candidates.
- The last audition is scheduled for the first service on Sunday, September 28th.
- Next meeting is Tuesday, September 30th and the team will determine a recommendation at that time.
- In response to Tom's question about process, the Search committee is expected to make a recommendation to SPR. SPR will then vote on the Search committee's recommendation.

Call for Prayer and Fasting (Tom Hassler):

Referencing the *We Confess* newsletter (July-Sept 2014 edition), Tom discussed his efforts to fast and pray. He encouraged all LB members to read the article if they haven't already.

2015 Budget Presentation (Ian Roberts/Terry Bossieux):

- Referencing the 2015 draft budget, Ian and Terry commented that MLT hasn't reviewed the draft yet and no decision or vote would be made tonight.
 - A few line item highlights include -
 - Payroll has substantial changes (associated with the new and streamlined positions).
 - Minor Administrative changes.
 - Health insurance (under Financial) has increased (due to DoW, ED, and Dir of Youth).
 - Finance charges have increased.
 - Accommodations were made for an increase in security.
 - Apportionments decreased since the preschool salaries, going forward, will no longer be considered when calculating apportionments.
- Pam Dumont questioned whether or not we could cut back on custodial services by asking for volunteers (such as Youth). Ian commented that the issues of custodial and grounds services always come up during budget discussions each year. Ian does not advocate increasing or decreasing these line items, but cutting back shouldn't be taken lightly since it's an enormous effort.
- All agreed we shouldn't go through each line item to figure out ways to cut back – this should be discussed in a separate meeting.
- What other costs are exempt from apportionments? The 2015 apportionments are set. We can discuss this in further detail (at a later time) in preparation for 2016.
- Pam Dumont expressed concern that we need to be careful not to make budget changes that impact the Preschool budget (which LB previously approved). Terry then discussed points related to Director of Preschool salary and cleaning costs and how they appear in the Preschool's budget versus the church's budget.
- Pastor Mike commented that the draft has raised good questions that MLT can go through and discuss separately.
- Voting on the budget will happen at a future date (note that the budget does not need to be approved prior to the Charge Conference on October 26th).

Discussion Related to Pensions (Ian):

- Ian distributed a document outlining the most significant outcomes from a 2012 NTUMC staff survey regarding pensions.
- Ian recommends NTUMC adopt the denominational plan and suggests this plan be offered to all salaried NTUMC employees who work 20 or more hours per week. Additional details were given with the acknowledgement that any part of the plan could be reworked or revised to suit NTUMC's needs.
- Todd encouraged LB to move forward with approving a plan to be in place by next year.

Calendar (Pastor Mike):

Pastor Mike distributed and highlighted a calendar outlining important dates from now through December.

Additional New Business and Announcements:

Pam Klepec will assume the position of Chairperson of SPR.

Nominating committee will meet soon to begin the process of nominations and interviews for new LB members and Trustees.

Future Action Items and Upcoming Dates

- Orientation for new members needs to be addressed – this may be appropriate for the Nomination committee to discuss.
- Charge Conference – October 26, 2014, Location TBD.

Adjournment

Todd adjourned the LB portion of the meeting at 9:00 p.m. The next LB meeting will be held October 21st, 2014 7:00 p.m., NTUMC Youth room.

Respectfully submitted by Ellyn Hassell, Leadership Board Secretary