

Collierville United Methodist Church

Administrative Board Meeting Minutes

Sunday, May 16th, 2010

At 7 pm the meeting was called to order by Keith Johnson. Keith stated what a great day in was in church today with 3 baptisms , 60 confirmands, and 9 families joined.

Keith introduced CUMC Lay Leader, David Dufour. David said he was sorry he did not make the last meeting; often travels due to his work. David lead the devotional. David asked how many times do you limit your usefulness to God by putting earthly limitations on yourself? He referred to Philip the disciple and read John 6. Philip had a mindset that limited him. David said that there are so many things we can do in this church and we should not be limited by ourselves, but give it to Jesus.

Keith stated that previous meeting minutes were posted on website. A motion was made and seconded to dispense with the reading of the January meeting minutes.

Treasurer's Report presented by David Jackson. Please refer to website for posting of this report

Finance Committee Report presented by John Sammons, chair.

- Budget YTD is \$827,521.92. Actual YTD is \$797,953.25. Currently spending is under budget; we are holding spending. However, concern is what we are spending as a church. Expenses for the year versus income for the year is negative \$71,110.05. This reflects being about \$135,000 behind in pledges. If we can catch up on pledges then we will be in good shape as far as what we are spending.
- Master's Plan Construction Loan converted to a mortgage at an Interest Rate currently at 1.34%. Current sanctuary loan at 5.15% and will be converted to the liable rate which will start at 2.34%. We are scheduled to pay this loan off in 2014. If the rates stay down we could pay it off four to six months early and save approximately \$100,000.
- Breakdowns of the Memorial, Preschool and SAM's account available tonight. Please refer to website for posting of the finance report.

Staff Parish Relations Committee Report presented by Jay Jeffries, Chair. Please refer to website for posting of this report.

House and Grounds Committee Report presented by John Uran, Chair.

- House and Grounds notebook located at information desk. Listed is an email address for problems, and if you find a problem, please put it in this book. Some of the things we've had to deal with this year:
- 2 floods, one in the preschool area when a water line broke; and recently with the last storm had a water leak in the roof. Still in the process of putting the Bride's room back together. Ceiling tiles will be put in this week.
- Curbing: Adding more to keep from driving through the grass. Trying to get the grounds ready for Annual Conference.
- Parsonage---two trees fell during ice storm; cleanup work has been completed.
- Ministry Building--still working on punch list items. If something needs to be taken care of please let us know soon. Our one year warranty issued on this building is running out quick (August).
- Gym Floor---issues with air bubbles. Manufacturer to be here on Tuesday to look at it and hopefully repair it. Still under warranty
- Installing window film on conference room in administrative area and in common cup.
- Getting new signage to arrive in first week of June.
- Concrete ramps to be installed in back of gym . That project has been approved by finance.
- Issues to deal with next year: gym roof starting to leak and attached storage building.
- I'm working with Pam on getting stuff ready for annual conference. Cleaning staff is doing a great job at maintaining things. If you find anything, please remember book at front desk. Best to email for accountability.

Dr. Durbin's Comments:

We've had safe sanctuary guidelines for several years. It is a requirement of our own guidelines that they be revised periodically. Angela Harris and other staff members have worked on revisions and then processed through staff parish committee; now trustees will share additions and revisions with you tonight. It is imperative that churches work under appropriate safe sanctuary guidelines.

The other matter began with a call from Pastor Oldum who is the Pastor of St. Mark's. They have a huge need. They are attempting to build a new building. Currently tearing down distressed building on highway 72. Have met with trustees.

Trustee's Report: Angie Davis, Chair

Main revisions to Safe Sanctuary Policy (Please refer to CUMC Safe Sanctuary Policy)

- Pg 4; Background checks for overnight volunteers.

- Volunteer Notice and Authorization for Background Check; will need to be filled out by volunteer; will give church ability to run background check on volunteer. Kris Konsowitz only person of pastoral team who will see results and then only yes/no answer will be shared with person in charge of particular programming area.
- Pg 9; Reporting of and Response to Abuse/Alleged Abuse---addition: church has ability to do own investigation in case authorities decide not to do formal investigation.
- pg 4; All volunteers files will be reviewed and updated annually. Each volunteer is required to review the Safe Sanctuary Policy and sign the covenant to verify review of the policy each year. Moreover, each volunteer will be required to complete in person, refresher training every four years.
- Creating a volunteer data base--to keep record of volunteer training and who is up to date; confidential information accessible only to Chris Autry and CUMC pastors
- Deletion in Safe Sanctuary Policy: Volunteers were requested to advise pastoral team if they had been the victim of a past sexual or physical abuse.

Trustees make motion and then second from floor that the Safe Sanctuary Policies be approved. By voice vote, the Safe Sanctuary Policies were approved.

Presentation of Memorandum of Agreement between CUMC and St. Mark Missionary Baptist Church for use of the Sanctuary on The Square for a 9 month period. Please refer to Memorandum of Agreement for complete details.

- \$500 refundable deposit
- St. Mark's to pay for own phone line to be installed
- St. Mark's to pay for own cleaning crew.

Members of administrative board make recommended changes and additions to Memorandum; including that CUMC request a minimum of \$1 million in liability insurance.

There was a motion and second to approve Memorandum as amended. By voice vote, the amended Memorandum was approved.

Program Reports:

Council on Ministries: Shelia Moody, Chair

- Things are going extremely well. Beginning New Women's Ministry lead by Teresa Routh. Members of team visiting with other churches to get ideas for Women's Ministry. Tomorrow night they are having a night of prayer in room 101.

- Teresa Routh and Debra Murdock will be leading bible studies this summer. Specifics to be announced later.

Evangelism: Joyce Haggard, Chair

- Commented on what a great day it was at church with many families joining; Joyce shared her experience in attending a wonderful confirmand service.
- April 28th; hosted new member dinner; well attended; many families already plugged in the life of the church. A video was produced and then shown at the New Member dinner; to introduce new members to pastors, staff, and programs in church.
- We continue to have many visitors every Sunday. Please wear your nametags and introduce yourself to those around you. We are the body of Christ. as we strive to know Him, serve Him and make Him known to others.

"OFF THE WALL" Summer Program--Kris Roof

- This summer will be showing drive in style movies. To be projected on the side of New Ministry Center. Dates are May 26, June 23, July 14, and July 28th. Community Event. Gathering at 7:30 pm. Parking spots will be reserved for SAM members. Concessions will be sold and sales will help raise money for first all young adult mission trip with Methodist Habitat. Smoothies will be sold in the Common Cup. We want church members to invite visitors. There will be free raffles.
- Movies to be shown: Bedtime Stories, Night at the Museum, Where the Wild Things Are; & Up. All movies are PG or G rated.

Report on Plans for Hosting Annual Conference---Pam Jeffries, Chair, Host Committee

Please refer to website for full report.

- Three weeks until annual conference, June 6, 7 & 8, 2010
- Our Bishop, Dr. Dick Wills will speak at our one service on June 6th.
- Theme: Intentional Faith Development.
- Opening Service Company "d" dance troupe to perform.
- Angela Harris to be ordained Monday night at 7:30.
- Conference to conclude on Tuesday with a worship service of Holy Communion and fixing of appointments at 5:30 pm.
- Still opportunities to volunteer to assist with Annual Conference.

Additional old or new business:

- Angie Davis will email out revisions on Memorandum. If you have comments please respond by 5 pm Tuesday.

- Lady removed from service today due to health reasons; safety team and health professionals responded and were there to help.

Senior Pastor's Remarks:

It has been and good day. The Annual Conference Committee is doing a remarkable job. Others have already requested a manual on how we do Annual Conference. I do believe and hope and pray that we will fill the sanctuary for one service.

Benediction

Meeting adjourned by Keith Johnson at approximately 8:30 pm.

Minutes submitted by Kerry Johnson