

# **Beaver Memorial United Methodist Church**

## **Leadership Board Meeting**

**January 19, 2021**

**7:00 P.M.**

### **Zoom**

The meeting opened at 7:00 p.m. with sharing of our joys and concerns. Attending were: Pastor Leah Williams, our conference consultant Kim Shockley, Martha Root, David Deibler-Gorman, Travis Curry, treasurer Doug Winner, Doug Hess, Nancy Shinn, Kinderfolk Director Jenn Blanchard, Grace Mahon, financial secretary Kerry Shirk, Personnel Advisory Group (PAG) chair Karen Nicholson, and Patty Johnston.

Pastor Leah offered an opening prayer.

On a motion from Nancy and a second from Martha, the minutes of the December meeting were passed unanimously.

Jenn delivered the Kinderfolk report. Classes reopened Jan. 11. Ten children are enrolled in the afternoon class and 7 in the morning. Only 5 of the morning students are attending due to their parents' concern for COVID transmission. Sessions are being held in the morning only. Jenn and one other teacher are leading the classes.

Nancy, our liaison to the Busy Beaver Committee (BB), reported. She reminded us that we'd approved a 1 ½% COLA increase in pay for BB staff. After Doug revised the budget, there were no objections or questions, so the increase went into effect on Jan. 1. Because Charlene did not have approval for the increase in writing, it was not reflected in their first pay checks. It will be provided. (Note: Grace confirmed the letter had been delivered the following day.) Nancy noted that, though the amount of increase was small, it was still significant to the staff.

The second item she noted was Charlene's concern with the long waiting list for the infant room. We are still examining possible spaces that might be used, but heating in the Ginny Beck room is still an issue, and no other space has yet been identified. An additional 4 babies would mean an important income for the program and the church.

Karen and Nancy interviewed all 11 BB staff members this past week. All were delighted to be working there and there was a positive bond among the staff. Nancy and Karen assured them that they were available for any issues that may arise as well as training or other needs.

Doug questioned why the January tuition was only half of the previous month. Nancy and Patty recalled that only half tuition was charged due to the COVID closing. Kerry noted, and Doug confirmed, that there had been a \$2,000 deposit just today. Nancy offered that the CARES money can be used to supplement the lowered tuition to pay teachers for the month. She also reminded us that PPP money was used to pre-purchase needed cleaning supplies, so expenses for that purpose will be minimal for a couple months.

Finally, Nancy said BB was looking into clear masks. It is important for young children to be able to see a person's face. We may have someone willing to make a donation for that purpose.

Karen reported for the PAG. Members are Christy Rupert, Michael Williams and Karen. Nancy has also agreed to join the group. Later in the meeting, Patty questioned if this number was enough. Given that decisions will still be made by our Board and the committee is for expert advice and day-to-day personnel issues, no additional members were deemed necessary. Michael is looking for a file cabinet for the PAG's use to hold their records. David offered thanks to those who are serving on this new committee.

Travis reported on Stewardship. Thirty-one giving units have pledged. This is several more than last year. Though this number constituted the pledges, we actually had 83 giving units who gave last year. He is expecting the unpledged income will continue. When electronic-only quarterly giving statements were offered, 11 people responded and 9 agreed to this delivery method. We will save some postage thanks to this change. To thank those who pledged and report the result of the campaign as well as to ask for comments, there will be Zoom meetings offer on Jan. 25<sup>th</sup> and 28<sup>th</sup>.

Doug Winner reviewed and highlighted the financial reports we had received from him. He has applied for another round of PPP funds. The form was available only on Friday, he completed them late Sunday and he sent them to Kim Ranck at the bank on Monday. She confirmed she was forwarding them for approval. When we received these funds last time, it took a week for approval and the week after that we had the money. We may be eligible for \$69,008.85.

December was a poor month for offerings. We had had a bump up in November, but December was only about \$11,000. If not for the COVID funds, we would have had a loss of \$79,500 at year's end. The Capital Campaign received substantial donations during the year, reducing the principal to \$54,700. At a similar giving rate, we could pay off the debt this year. Then, if 2022 giving to the general fund included moneys previously designated for the Capital Campaign (CC), we would be able to meet the budget.

Kerry closed the saving account for the CC. There was a \$50 charge if we went under a \$5,000 balance which we did often as we paid down the debt. We now have only the checking account for that purpose since the interest on the savings came nowhere near the fee.

Doug noted we had some savings this year from decreased uses of our building, but Doug Hess then pointed out we had an unforeseen expense to replace 2 pumps in the heating system.

The 2021 budget requires giving at the rate of \$20,000 monthly. We have received about \$11,000 on average, so the gap is evident. Last year's budget assumed \$27,000 in separate donations to pay Shares of Ministry. We received only \$3,500. This year the SOM expense is a line item. We have applied to conference for a grant to pay the pastor's salary. No decision has been received yet.

Kim asked if on-line giving is available. Kerry answered that yes, we use an on-line app called "Tithely". Leah will meet with Kim to develop a better narrative on giving and finances. Martha said that our congregants without computers, usually older members who are long-time givers, need to have contact. Staying in touch will encourage continued giving. Leah and Nancy called 7 people one day, a rewarding experience. We agreed this should be expanded, Nancy suggesting a regular phone tree might be established. Lorna Curry and Nonie Martin have been doing some of this as well. Travis said Jan Bender should be contacted because her computer availability has changed.

Kerry asked Doug H. to look into placing a donation box outside the office door of the church for those who drop off donations. With limited office hours for Deb, donations are placed in the US mailbox which isn't safe. Doug will follow up.

Doug H. provided the Trustee report. Chuck Root has been mentoring him, providing information on repairs and inspections needed. Leah emphasized that Doug should keep all records. He is currently keeping everything. He already mentioned the heater pumps. One of those was under warranty, but the second cost about \$1,000. Elevator inspections are required each 3 years, cost about \$550. An attic window in the attic above Root Fellowship Hall has been broken out for several months. The repairperson is still deciding how to fix it. The heating issue in the Ginny Beck room needs to be addressed if BB needs to use it. (Charlene is working on a budget adjustment required if this were to happen.) Every 10 years the unique limestone of our church needs to be cleaned, coated with a protectant and repointed. Some additional repairs were included in a bid received from a company in Hazelton who has done this before. In all, the quote was for over \$75,000. Travis said we should get at least 2 additional quotes, but Martha pointed out our exterior is uncommon and few companies do this work. We may be able to do some of these repairs a few at a time. We agreed the leaking roof on the Parker Building is a priority. Grace suggested investigating if any grants were available, either for historic building or daycare facilities. The First Communities Foundation may be a source.

Patty brought up that we have no Nominating Committee which is the only committee that should be separate and independent of the Leadership Board. Kim confirmed the need to have this committee.

Kim has developed a training program for the conference designed to identify how we can find God's purpose for us as individuals and as a church. It consists of 8 2-hour sessions. She showed us the syllabus. We hope to get participation from our congregants, especially those in leadership positions. Leah will take part.

We ended with David's report on the youth. They are meeting again after a Christmas break. The youth have been interviewing members of all three participating churches. They also play a trivia game. The person with the most points each month gets a \$25 prize. Now that the walls in their room are fixed, they plan to decorate.

Travis asked is anyone had been appointed to fill the vacancy in our card ministry. With the death of Ann Wright who has sent the birthday, anniversary and get-well cards for years, we need to find someone to take over this ministry. It is the only point of contact for some in the congregation, Travis pointed out. Patty was asked to suggest some names of people who might be interested.

Pastor Leah reminded us that there will be a prayer concert tomorrow night at 7:00 on our YouTube channel. She also asked us to consider the 5 suggested vision statements for an upcoming vote. Kim suggested we use one each day as a focus for prayer to see which one best speaks to us.

David offered the ending prayer. We adjourned at about 9:15.

Respectfully submitted,

Patty Johnston, Board secretary.