

# Bethlehem United Church of Christ

## Leadership Council Minutes

November 10, 2015

Attendance: Kurt Schmerberg, Dennis Huibregtse, Michelle Loukotka, Shannon O'Reilly, Fritz Port, Karen Samford, Cresson Sloten and Pastor John Kennedy.

Call to Order: Kurt called the meeting to order at 7:10 PM.

1) Opening Prayer: Kurt offered an opening prayer.

2) Approval of Agenda: Kurt had circulated an agenda. As there were no additions or changes, a motion for approval was seconded and carried.

3) Approval of Minutes: After one minor correction a motion was made to approve the October LC Meeting Minutes. The motion was seconded and approved.

4) Task Force Updates

ONA: Cresson reported that the task force had one meeting in the interim and are happy to have a new member, Tim Mummaw.

Greenspace: In a public meeting last week a slide presentation was well received and the reaction was positive with some attendees asking how they could help.

Digital Presence: Dennis reported that in his meeting with Steve Schwartz they felt that they should not be mandating specific social media. Facebook is currently working and Pastor John mentioned that Bethlehem's public site is regularly being updated.

5) Audit Committee and Nominating Committee Recommendations: Since a decision had been made to hire an external auditor, the Audit and Nominating Ministries recognized a need for a Bylaws amendment: There is no longer a need for an audit committee. LC discussed a proposed resolution for changes to the bylaws. A draft resolution has been made and will be forwarded to the Finance Ministry for their review and comment. A final draft will be considered at the next LC meeting for a subsequent vote at a congregational meeting.

6) Human Resources Committee: Pastoral Parish Relations Committees are in place for the Pastor and the Associate Pastor. LC feels a defined reporting structure and method for appointments and terms to these committees are needed. LC also discussed the establishment of a Human Resources Committee to assist the Pastor with staffing.

7) Member Care Ministry Report: The Member Care Ministry provided a detailed report that included the names of inactive members who have not been meeting membership requirements for several years. The process was outlined in a detailed memo from the Ministry Chair. Members over age 80 or under age 25 are not being recommended for removal from membership at this time. A motion was made and seconded to accept the Ministry's recommendations and authorize the removal from the church roster of the 58 persons on the list. The motion carried. The LC expressed their gratitude for the Member Care Ministry's thorough, caring and detailed work.

8) Leadership Council Budget for 2016: Expected expenses for the LC will be primarily for planned Retreats and for its Task Forces such as ONA and Digital Presence, e.g. for web site overhaul. The cost for the external audit may also be considered for the LC budget. Other issues were discussed but will appropriately belong to specific ministries. The LC budget is expected to be finalized at the December meeting.

9) Leadership Retreat Debriefing: The LC thanked Cresson for leading the discussions. The retreat was considered very successful and having a second meeting this year was very helpful. The LC recommends for next year (and yearly) a half day retreat.

10) Other Business: No other business was brought up.

11) Book Study – Chapters 3 & 4. Given the late hour the book study was postponed.

12) Adjournment: The meeting was adjourned with the Lord's Prayer at 9:05 PM.

Respectfully submitted

Fritz Port, Secretary