

## **Administrative Board Meeting November 5, 2017**

Board Chairperson, Jay Jeffries, welcomed everyone and called the meeting to order at 5:00 p.m. A reminder was given to sign in and pick up all handouts for the meeting.

### **LOVING**

Jay Jeffries presented the devotion about the Beatitudes and opened the meeting with a prayer.

### **LEARNING**

The group recited the church's vision statement. Rev. Suddarth requested the group to write down how many days out of the last 30 we prayed for the staff as part of the Covenant Scoreboard. Rev. Suddarth reviewed continued as she discussed the highlights from Chapters 8 and 9 from the book, Power Surge. A hand out was distributed. Please see the attached handouts for specific details. The chapters dealt with "On-the-job training" and trust in the hopes that church members will not be fearful of volunteer for leadership positions. Rev. Atkinson addressed the trust issue by using the terms of Engage, Connect, Equip and Send and how the church is currently in a good position with staff to accomplish some goals. Goals have been set to reach 1,000 new families in Collierville area, to reach 850 in attendance in worship and to have 100 new baptisms or professions of faith in 2018. The ultimate goal is to help all members to trust that the church is worth the investment.

Rev. Suddarth also presented information regarding the new Neighborhood Resource Center opening as a cooperative mission of Collierville Connected. Churches that participate with CUMC in that group are Epiphany Lutheran, Incarnation Catholic, Mount Olive #2 Missionary Baptist Church, New Direction Deliverance, St. Mark Missionary Baptist and The Dwelling Place. It is located at The Sanctuary on the Square location and will be open on November 11, 2017 with an opening day picnic celebration will be held from 10 a.m. to 2 p.m. that day. The regular days of operation will be Tuesdays, Thursdays and Saturdays for 14 hours per week.

### **LEADING**

#### **REQUIRED ITEMS FOR CHARGE CONFERENCE** – November 19<sup>th</sup> at 5:00 p.m. at Emmanuel UMC **Pastoral Compensation – Nelson Company**

The compensation numbers are coming from a recommendation of the Staff Parish Relations Committee. It is a 2.5% increase to staff and clergy compensation that SPRC approved but is contingent on a successful stewardship campaign. Proposed pastoral compensation packages are as follows:

David Atkinson - \$132,250.00

Deborah Suddarth - \$92,725.00

Dane Wood - \$51,225.00

Cathy Larsen - \$61,360.00

Jay Jeffries asked for a motion to accept the recommendation from the SPRC regarding compensation packages. Motion was heard by Marolyn Howe and seconded by Bill Bice. A

voice vote was taken and passed unanimously.

Nelson Company continued that SPRC has also affirmed the continuation of the candidacy of Christie Brown. Jay Jeffries restated that the SPRC has recommended to continue the candidacy of Christie Brown. Marolyn Howe moved that the recommendation be accepted. A second was given by Bill Bice. A voice vote was taken and the motion passed unanimously.

Rev. Suddarth, chair of the Committee on Lay Leadership, presented the list of the nominated people for leadership positions for 2018. The Committee on Lay Leadership also recommended that work areas now become task teams, that several representative positions be moved to the Missions Committee, that several staff be taken from the Administrative Board and that several work areas be combined or split and renamed. The group was asked to write in Michelle Taylor to the nomination listing in the Secretary position for the Administrative Board. Jay Jeffries called for a voice vote on the recommendations from the Committee on Lay Leadership and the vote passed.

#### **Trustee's Report – John McCarty**

The Trustee's report has been filed and signed. John reported that all ADA and insurance has been taken care of. John also reported that the sale of 50 acres of the Mary Louise Cox property has been completed; an AV policy was enacted, they updated a bus policy and have enacted some contract procedures to help with the staff in the change from Chris Autry to Don Henigan. Jay Jeffries called for a vote to accept the Trustee's report. The report was accepted with a unanimous voice vote.

#### **Pastor's Report – David Atkinson**

The Pastor's report was filed and Rev. Atkinson reported that last year we baptized 23, added 79 members and removed 97 members.

#### **Reading of the "Names to be Removed"**

Names of people still on the church's membership roll but the church does not have accurate contact information for nor has the church been able to contact, were read. The names are being read for the 2<sup>nd</sup> of 3 times before removal from the church's lists. Please see the handout of names for specific details.

#### **Administrative Reports**

#### **Treasurer's Report and Finance Committee Report – Preston Carpenter**

Cash balances offered were for accounts reconciled as of September 2017. Total cash balance of all accounts: \$769,280.58. Debt balance is \$4,741,646.90. The total of the United Methodist Foundation Endowment accounts: \$169,283.54. Please see the attached written report for specific details.

Financial information provided is current through September 2017. Total income actual year to date is \$1,799,894.62 compared to the budgeted amount of \$1,963,945.60. Expenses year to date are \$1,797,422.30 compared to the budgeted amount of \$1,991,873.63.

Preschool total income year to date is \$361,617.58 compared to the budgeted amount of \$379,115.00 and total expenses of \$390,039.86 compared to the budgeted amount of \$375,114.27. There were a few unexpected remodel expenses that affected the actual number to be higher. The Common Cup total income year to date is \$7,360.06 compared to the budgeted amount of \$10,281.01 and total expenses of \$5,996.23 compared to the budgeted amount of \$7,001.30. The Building Fund income year to date is \$107,273.55 with expenses of \$108,734.97. Please see the attached written report for specific details.

The group was asked to pray for a successful stewardship campaign. January 2018 expenses will be based on the 2017 budget. The 2018 budget will be effective February 1, 2018 to January 31, 2019.

### **Peace Tree UMC Update – Lisa Junkins**

Lisa stated that there are two new house groups. Peace Tree organized volunteers from 10 different organizations to help with the Guatemalan consulate visit. The upcoming issue of Tour Collierville will feature a story on Peace Tree. They are planning a Carols and Candlelight event on the Collierville Towne Square on December 15<sup>th</sup>. Peace Tree is currently meeting at the Malco – Forest Hill location and is averaging 55 people in attendance. House groups are assisting 80 people. Lisa requested to keep Kris Roof in our prayers as he finishes his ordination papers.

### **Pastor's Report – David Atkinson**

Rev. David Atkinson addressed the group regarding the capital campaign concerning debt retirement beginning in April 2018. The church has hired Impact Stewardship to help with the campaign. The Master's Plan campaign will be revisited to reach all new members and the whole church to handle the debt retirement. This campaign is designed to free up money in the general budget for mission and ministry.

Jay Jeffries clarified the budget income sources of the Sanctuary Upkeep Memorial fund and Preschool and the rationale behind those sources paying a percentage of their own expenses. Specifically, the Sanctuary fund will pay 6% of insurance, 6% of the grounds upkeep and full payment of the utilities for the Square. The Preschool will pay 20% of janitorial contract and 20% of utilities for the Poplar location. Jay asked for a voice vote to ratify the new income sources and the request to ratify the income sources passed.

No new business was heard.

The group recited the Lord's prayer to close the meeting. The meeting was adjourned at 6:17 p.m.

Respectfully submitted,

Michelle Taylor  
Recording Secretary