



## MINUTES OF GRACE UNITED METHODIST CHURCH GOVERNING COUNCIL

Meeting Date: Tuesday, January 22, 2019 at 6:00 p.m. at Grace UMC Fellowship Hall

MEMBERS: April Shaffer, Judy Macek, Dennis DeReese, Carolyn Scheible, Mick Machen, Sonya Durrwachter, Rev. Jason Fry, Kelly Whatley, Nick Black, Geno Sharp, Tara Perry and Nick Cecava

ABSENT: Chad Burkhart

ALSO PRESENT: Pastor Rebekah Rochte (staff), Jim Dunmyer and Mike Boggs

AGENDA ITEM 1: On Tuesday, January 22, 2019, the Grace UMC Governing Council met in the Fellowship Hall at 6:04 p.m.

AGENDA ITEM 2: Pastor Jason Fry opened the meeting with scripture from John 3:11-23 which tells us to love one another and show that love to others.

AGENDA ITEM 3: Approval of Minutes from December 9, 2018 Governing Council Meeting (Church Conference): Minutes were corrected. Sonya Durrwachter moved to approve said minutes with corrections. Judy Macek seconded, and the motion passed.

AGENDA ITEM 4: Review future 2019 Governing Council Meeting Dates: Dates set as follows:

Monday, April 8, 2019 at 6:30 p.m.

Tuesday, August 6, 2019 at 6:00 p.m.

AGENDA ITEM 5: Consent Agenda Items

- a. Budget report and recap of 2018: Pastor Jason reported that we spent approximately \$825,000 in 2018 and received approximately \$830,000. \$120,000 was received in the month of December. All apportionments were paid for 2018. Our debt principal is now under \$1.5 million. In December, approximately \$150,000 was received for the capital campaign (this did not include monies for missions, children's programs or disaster relief). So, we finished the year well.
- b. Trustee/Building/Property reports:
  - Trustee Report: Chad Burkhart was not here so there was no report.
  - Building/Property Report: Jim Dunmyer reported that we failed the sprinkler test because sprinkler heads were missing. This was turned into the fire inspector who toured the building and took 3 samples of foam in attic for testing. Tests showed no fire retardant in foam. Meeting was set up with Jim Dunmyer, Pastor Rebekah

Rochte, Chad Burkhart, Ted Van Blarcum and fire inspector. Marshall Company did not attend. The original fire inspection did not catch the mistake, but issue still has to be corrected. The architect admitted mistake and will pay for the correction at a cost of approximately \$44,000. Every piece of foam has to be sprayed with fire retardant. All ceiling tiles have to be removed for that to be done. We don't have to do sanctuary because sprinklers point up and not down. Jim stated that the foam will not burn by itself, but toxic smoke is the problem and there would be an issue of liability if we don't correct the problem. We have good fire protection everywhere else. The work will have to be done in sections so church activities may need to be adjusted. It was suggested we do Oak Park Center first and do the work before the heat sets in and before Easter. Jim will keep in touch with the city and architect to set up scheduling. Nick Cecava thanked Jim for his leadership.

AGENDA ITEM 6: GRACE UMC — Financial Audit

- a. Update of 2017 Audit progress: Nick Cecava gave a recap: Council approved performing audit for 2017 which is still in progress. Auditor will meet with Cathy Chaloupka Thursday, January 24, 2019. Update from auditor: Audit was not to exceed \$15,000 but came in at \$12,000 for 2017. Nick Cecava received engagement letter for 2018 from Karen Denson, CPA which stated audit was not to exceed \$11,000 for 2018 audit. There was discussion regarding Book of Discipline requiring us to do audit every year. Pastor Jason suggested we consider yearly reviews then audit for 2019. Nick Cecava asked Nick Black if we should wait to take vote on 2018 audit until we get more information on 2017 audit. Nick Black said the money is already there whatever we decide. We need to review work that has already been done before we engage auditor again. We've already budgeted audit for 2018 for \$10,000 and the number should be closer to \$7-8,000 rather than \$11,000. Nick Cecava will send copy of engagement letter to council. We will not take a vote until we get a timeline and further information from the auditor.

AGENDA ITEM 7: Review and discussion of Guiding Principles

- a. Review/Approve update for conflicts of interest: Language is already in Guiding Principles so no action needed.
- b. Signing Governing Council Covenant: Council members turned in Governing Council Covenant.

AGENDA ITEM 8: Review/Approve Audio/Video purchases

Mike Boggs gave report on audio-video equipment. Background: Some equipment works, some doesn't. Need to replace power supply. Former equipment antiquated. Need to replace with inner ear digital equipment upgrades which upgrades quality of sound. Need digital sound board and iPad. Need to relocate spot lights which also affects video. Mike presented cost for said upgrades:

Priority 1: \$9,480.73

Priority 2: \$1,966.00

Priority 3: \$4,695.00

\$16,141.73

Discussion was had on how to fund the project. There is approximately \$10,000 in the Memorial Fund, \$3,800 in Wedding Fee Fund and Pastor Jason intends to give a memorial for his mom in the sum of \$3,500 which he will designate for audio/visual etc. We could do priority 1 & 2 (\$9480 + \$1966) using Wedding Fee Fund, Memorial for Jason's mom, and part of Memorial Fund). Priority 3 (\$4,695.00) would be to look at new projector and replacing outdated microphones. There was discussion on perhaps selling old equipment and making congregation aware of needs if they wanted to donate money. Carolyn Scheible moved that funding for priorities 1, 2 & 3 based on funding sources we talked about, plus future ones, be left open as to what we can afford. Mick Machen seconded. Motion carried. Pastor Jason thanked Mike for all he does.

#### AGENDA ITEM 9: Review Parsonage and plan of action for 2019

\*At 7:11 p.m. we stopped and repeated the Breakthrough Prayer.

Nick Cecava recapped. We formed a Task Force last year. Jim Dunmyer documented over \$100,000 in repairs (some high priority, some not). Task Force recommended we consider selling parsonage this year (2019). Explored financing through Robert Hoppe (Texas Methodist Foundation). Jason helped us outline steps:

1. Need to prepare sales plan to present to District Superintendent
2. Need Church Conference & present to them what it will entail in purchasing new parsonage/selling the old one
3. Present to conference that we need house lined up with price Sell current parsonage with estimate
4. Present funding with options.

Basically, present to conference:

(1) What is the project, (2) What is the cost (3) How funded.

There was discussion on price range. Geno Sharp suggested we outline what we're looking for in price range, year built, square footage, bedrooms, etc.

A committee consisting of Nick Cecava, Nick Black, Chad Burkhart, and Tara Perry will meet to set parameters and set date in April for church conference. Committee will report back to council at April 8, 2019 meeting. After parameters are set, committee will give to Dr. Robert Lopez, District Superintendent, who will preside over the conference. It was suggested that we ask the new pastor what he and his family would want before we purchase new parsonage.

AGENDA ITEM 10: Review of 2019 goals - No action taken

AGENDA ITEM 11: Executive Session: Staff Update (CLOSED)

AGENDA ITEM 12: Other Business:

\*Judy Macek brought it to the attention of council that the church grounds are not being maintained (flower beds, playground, shrubs.) We have someone that mows and weed eats. Need workday (One in Fall and one in Spring). Pastor Jason will ask Jim Dunmyer to secure person to take care of flowerbeds, shrubs and weeding and get back to council.

Organize a welcoming committee for the new pastor: Suggestions included Johnnie Bickham, Sonya Durrwachter (children & schools), UMW — food for arrival day, advance person to meet the neighbors, Kristen (video of Sunday School classes)

- a. Organize task force for Pastor Jason's farewell/retirement event: June 2, 2019 set for Pastor Jason and Joan's retirement farewell. Jason will contact Donna Weiss to see if she would coordinate party.
- b. Transition dates: Not available yet
- c. Emergency Action plan: Carolyn Scheible reported that she got information on Emergency Action plan on Church Mutual website. We will need a Task Force to coordinate fire, police, EMS, etc., to do an assessment of what we have, what plans need to include and communicate that to the congregation. Carolyn suggested we could recruit people in congregation with that expertise to form a committee. Geno Sharp will look into it. Discussion had regarding security system and location of wheelchair. Wheelchair in storage closet next to Wiggle Room.
- d. Update on other ministries: Pastor Rebekah relayed to Pastor Jason that there is no other information on day care.
- e. Next Meeting: Monday, April 8, 2019 at 6:30 p.m.

AGENDA ITEM 13: Prayers: Pastor Jason lifted up Jim and Mary Dunmyer, Charles Anderson (in Hospice) and the family of his pastor friend, Richard Young, and closed with prayer.

AGENDA ITEM 14: Meeting was adjourned at 8:13 p.m.