

Single Board Agenda for This Tuesday (January 21)

Here's the agenda for the upcoming Single Board meeting.

Present: Christy Menke, Christine Cappetta, Yvette Boysen, Aggie Clausen, Tom Eaton, Vern Yates, Sara Williams Gill, Jessi Kunkel, Jenny Jorgenson, Kristi Christenson (guest), Rev. Tom Carver (guest, District Superintendent), Pastor Ryan Christenson

Before you arrive:

- Read through the agenda and the attached material (agenda, Budget Material, Leadership Structure document, Minimum Salary Application)
- Print off or have available all the documents.
- Consider if meeting a time other than the 3rd Tuesday evening could work for you.
 - o What about over a lunch break? Noon to 2? Or what about 3-5? Or 4-6?
 - o If we did something other than an evening, who would need child care?

6:00 - Prayer (Ryan)

6:01 - Mission, Vision, Motto, and Core Values (Ryan)

The mission of St James United Methodist Church is "to make disciples of Jesus Christ for the transformation of the world." (This is God's purpose for our church.)

The vision of our church is "a community of hope for every generation." (This is the picture of how our church looks as we faithfully follow God's lead.)

When we go in service, we bring hope by connecting with our local and global neighbors to meet real needs through the work of our ministry teams.

When we grow in discipleship, we discover hope, develop deeper relationships, and support each other to become more like Jesus.

When we gather in celebration, we experience hope through belonging and meaningful praise.

(The motto represents the foundation of the plan to get us to the picture--the Vision.)

And we are guided by our core values: acceptance, faith, family, and praise. (These set the tone of our time together.)

6:05 - Mission and Vision Celebrations (Ryan)

When and where do you see God at work in and through the people of St James as we make disciples, transform, and live as a community of hope for every generation?

6:20 – “The Hot Seat” – We’ll take 3 minutes per person to talk through the following questions (you may ask each other questions to learn more, yet we’ll need to keep this moving):

1. Where did you grow up?
2. How long did you live there?
3. How many siblings did you have?
4. Where were you in the birth order among your siblings?
5. What is one thing that really shaped your life growing up?

(Note that the purpose of this activity is to get to know each other better. Of course, we all have lots to do. Yet, this is the first Single Board meeting for many of you. So, let’s have some fun and get to know each other!)

7:00 – Quick Overview of the Purpose of the Single Board and the typical Flow of a SB meeting.

The purpose of the SB is **GOVERNANCE** and **ADMINISTRATION**

The purpose of the CoM is to **COORDINATE** and **COMMUNICATE** all ministries.

7:10 – Action and Reports Relating to Governance/Administration

HCI Work Teams (5 minutes):

- Vision Team – Pastor Ryan: could we take time in April, June, or July to further refine our Vision with some specific goals that that clarify that vision of what God’s calling us to do/be?
- Loving Relationships – This HCI work team has established the “list of 9” practices for us to live out. Could this be a part of our annual ministry audit?
- Relationships in Worship – This HCI work team has established its plan back in August. However, we’re scheduled for a review—probably in February—to see if we can be more effective.

- Relationships in Finance – We adopted this HCI work team’s plan during our December meeting. We’ve got some intentional conversations coming up around (1) fundraisers—who and how many—and (2) conversations about purposeful building/space usage.
- Discipleship Process – We’ve gotten started on some of this work team’s plan. However, the plan is unfinished, and we need to get back to work. As part of the plan, we’d like to have 2 leadership rallies each year and 2 Town Hall Meetings each year. Rallies probably in January and August and TH Meetings in April and October.

Lay Leadership and Development – Receive the SB and CoM leaders as detailed on the St James Leadership Structure document (5 minutes)

- Stewardship & Finance / Staff Parish - Consideration of the 2014 budget. (See the reports below for further details – 40 minutes).
 - **Motion by Christy Menke to adopt the budget of \$158,824 as proposed by the Council on Ministries with the intention to re-evaluate the budget in 3 months. Seconded by Christine Cappetta. Unanimous Approval.**
- Finance – update on the iPad for giving? (5 minutes)
 - **We have a the iPad set up. Only issue is on our accounting end of things—finding a way to see who made the donation.**
- Trustees – What is the plan for replacing the office computer? (5 minutes)
 - **Vern will follow up with this.**

8:10 – Consideration of the Ministries represented by the Council on Ministries (10 minutes)

1. What questions would you have regarding the work of the Council on Ministries (that includes the “communication and coordination” of all ministries at St James)?
 - a. **What is the status of our Middle and High School ministries?**

8:15 – Consideration of future meeting times.

Postponed this discussion due to time.

8:20 – Conclude Single Board Meeting and continue with Staff-Parish portion of our work.

8:30 – Closing

Ministry Reports from the Single Board Groups

Stewardship & Finance:

- Jessi Kunkel and Annette Mast have been working to get the iPad ready for electronic giving.
- Some financial numbers:
 - Total giving towards the 2013 budget: 142,067
 - 2013 Budget goal: 148,208
 - 2013 Actual Spending: 146,213 (plus 2,400 payback)
 - Dec 31 Checking Account Balances: 15,590.52
 - Dec 31 Designated Account Balances: 15,549.18
 - Proposed budget of 158,824
 - Includes salaries that stay the same.
 - We continue a full year of paying the PT Worship Leaders (started in September 2013).
 - Our insurances go up. Utilities go up.
 - Our apportionments go down.
 - We put \$2000.00 in the budget for building maintenance.

Trustees:

- Question from Food 4 Kids regarding whether or not they are still covered under our insurance.
- What is the timing of getting a computer to replace the office computer?

Staff-Parish:

- Received signed contracts from Merlyne and Richard. Not from Chris.

- Will be scheduling a review of Merlyne, Richard, and Chris in January as prescribed by their job descriptions.
- Issued “corrective action” plan to Joyce Kaiser. She will play 1x/month in January, February, and March.
- We are applying for “Equitable Compensation” to receive some support for Pastor Ryan’s salary. We feel that this would be one way to relieve some of the strain around our church’s finance in this time of transition.

Annual Conference:

- ~~District Conference is scheduled for Saturday, Feb 22, 2014 @ 10 am.~~ **This is incorrect.**

