

St. Mark's United Methodist Church

Guiding Council Meeting Minutes

December 4, 2023—6:30 pm—Zoom Teleconference

Members Present:

Administration: Sarah Vaughan, Betty Schiele
SPRC: Andrew Crisp
Trustees: Rob Heare, Laura Godwin, Matt West
Finance: Kitty Ambers, Chris Franklin, Teresa Chambers
Lay Leadership: Lynn Kelly, Jon Ryan

New Members Present:

SPRC: Jon Ryan(new role)
Trustees: Mike Tesh
Finance: Tim Sikes
Lay Lead: Erbie Godwin

Non-voting:

Administration: Rebecca Harmon
Secretary: Dani Corrigan

Staff present: Justin White, Hannah Hopper, Kelly Chin

CALL TO ORDER (6:31)

Sarah Vaughn called the meeting to order and conducted a roll call.

PRAISES (6:32)

- Rebecca reconnected with a former student from when she was an Assistant Principal who had some difficulties as a student. He is now a successful adult.
- Betty would like to give a shout out to the handbell choir. They performed a concert at another church yesterday afternoon. They are one of the hardest working groups that she has been a part of. There will be a concert at our church this Sunday afternoon at 4:00.
- Sarah welcomed the new members who are joining the meeting tonight. She alerted that this meeting is a little different from as we just met two weeks ago. Justin introduced the new Guiding Council members. Erbie Godwin will be Lay Leader, Tim Sikes will be in Finance, Mike Tesh will be a new Trustee and Jon Ryan will be rolling off of Lay Leadership and beginning as SPR.

DEVOTION and OPENING PRAYER (6:34)

Matt West shared a devotion that a few years ago, his mother-in-law asked to stop giving her physical gifts and to give her the gift of time. God wants our time. Time in prayer, His work, and Bible Study. Time is not only a gift to Him but also a gift to us. This time of year, it is easy to get busy and wrapped

up in the season. We need to remember to give the gift of time to God who is the true reason for the season. He led us in prayer.

MINUTES (6:37): =

The minutes for November 20, 2023, were reviewed. There were no changes.

Jon Ryan motioned to approve the minutes. The motion was seconded by Justin White and was approved unanimously.

Sarah thanked everyone for serving this year. Especially those who are rolling off this year after serving three years., Chris, Laura and David will be rolling off. She thanked everyone for sticking with her throughout the year. Thank you to Betty for her leadership the last three years. Thank you to Dani for serving as secretary for the last two years. Dani thanked Betty and Sarah for reading over and editing the minutes every month.

FINANCE (6:39):

Kitty Ambers informed:

- Finance team training was conducted. Thanks to Tim for being there. Thanks to Hannah and Lynn for helping with it. The Finance team is ready for the next year.
- Sarah was impressed the budget was passed in one meeting this year. She congratulated everyone.

TRUSTEES (6:40):

Rob Heare informed:

- Room 202 had another leak. Rob is getting a different roofer to go up there and check to see what is leaking.
- Fire Defense (works for Vector) has been replaced by Hiller Richmond. So far this has been very good. Hopefully this will prevent the 24-hour phone calls to Trustees because a of a dead battery.
- Hannah received the updated estimates for the rekeying and new keyless entry in the church today. This were emailed out this evening. The estimate for re-keying stayed the same at \$2,854.75. The access control path changed by \$360.00. Total for doing everything is \$19,788.86. Rob reported that Hannah talked to Julie with preschool, but the preschool has not had a chance to talk about their contribution. With \$10,000.00 donation the balance due would be \$9,788.86. Rob opened the floor for questions.
 - Justin filled in the new members that last month meeting we discussed using Reserve funds to pay the difference from the donation. Hannah reports this has been in the works since 2019. Justin reports this will not get any cheaper and will not go away. Rob added that another part of this was adding new doors. Each door is about \$4,500.00. The preschool door has been replaced. There are six more that they would like to replace. Trustees are working to do this one piece at a time for financial reasons.
 - Teresa asked the ETA for starting the access. Hannah said it will be months. There is a new contact from who Hannah was previously working with. The parts will not be a problem, it is more of getting on the install list. Teresa asked if this will be in the first quarter of next year. Hannah and Rob said this would be the hope.

Rob moved to proceed with re-keying and open path access system. A vote was held, and it was passed unanimously.

Hannah and Kelly left the meeting. They look forward to seeing everyone next year.

VISION COUNCIL

- Vision Council has not met this month (second Monday of the month). Rebecca has nothing to add.

SPR (6:46): reports in Google Docs

Andrew Crisp informed:

- Staff luncheon next week. Erbie Godwin will be coordinating this.
- It was announced at last month's meeting that Holly Luther is retiring. The job posting has been posted on church website and Conference Website. Justin has asked Amy to post at Union Seminary.
 - Sarah asked if there was any interest in Holly's position. Justin received one application that is not that impressive. If you know anyone looking for a church job. This could be a stay-at-home parent looking to get back to working or a retired or part time teacher who is looking for part time work in church.
- SPC appointment forms for Justin and Rachel were emailed out. Andrew opened the floor for comments or questions. Justin clarified for the new member that the appointment request forms have the pastor decide if they want to return as clergy at St. Mark's. Guiding Council represents the church and makes the same request of having pastor return, not return or they do not care. There is also a Clergy Evaluation Form that is done later in the year. That is a professional development evaluation. He wanted to make sure everyone knew that he and Rachel both express interest in being re-appointed.
 - Rebecca added there was a typo in Justin's name.

Deciding

Andrew moved on behalf of the SPRC for approval of Justin and Rachel's appointment forms. A vote was held, and it was passed unanimously.

Justin said SPR will print out the form and list everyone's names. No one will need to come in to sign the form and it will be recorded as an electronic vote.

Housekeeping:

- Devotion Volunteers for 2024:
 - January: Rob Heare
 - February: Lynn Kelly
- Sarah opened the floor for questions or additions.
 - Laura thanked Sarah for her leadership this year.

- Tim asked if the Zoom link will be sent out prior to every third Monday meeting. Sarah said it is the same link every month. Justin added that Hannah will send out an email with all the 2024 meeting dates in January. There is usually also about a week reminder to get reports in.
- Sarah thanked everyone for their work this year. She is looking forward to continuing the good work next year with Rebecca leading.

CLOSING PRAYER AND ADJOURNMENT

Sarah closed with a prayer. Sarah adjourned the meeting at 6:54 PM.

Next Meeting: January 15, 2023, at 6:30 PM on Zoom.

October 2023 Minute Addendum

On October 2, 2023 Sarah Vaughan emailed the members of Guiding Council regarding need for voting on the Pastors' salary raise prior to the October 16 Guiding Council meeting.

In the September 2023 meeting, SPR proposed a salary increase for Justin and Rachel and recommended a vote during the October 2023 meeting. Julie Marshall informed Sarah on October 1, 2023 that this information is due October 8, 2023 prior to the charge conference (October 18, 2023). Sarah presented the following motion from SPT and requested for votes to be submitted via email.

“In anticipation of the Charge Conference on October 18, 2023, the SPR Committee is making a motion to increase the salary of both Justin and Rachel by 6%.”

Guiding Council members responded through email. On October 5, 2023, Sarah emailed the Council that she had heard from all but one voting member. All replies were YES. The motion to give Justin and Rachel a 6% raise passed.