



CAMP HILL UMC
UNIFIED LEADERSHIP COUNCIL

Meeting Minutes
May 8, 2018



The meeting was held on Tuesday, May 8, 2018 at 6:30pm.

Present were: Pastor Tom Willard, Pastor Anna Layman Knox, Marsha Banks, Rachel Beaver, Brad Fetrow, Rich Long, Dave Mooney, Susan Pigott, Don Powell, Jon Seltenheim, and Shannon Zimmerman.

Congregation present: Galen Kapp & Ann Holler (Minute-taker)

Pastor Tom opened the Unified Leadership Council (referred to as ULC) with a prayer. He then told the council that they will all have a turn at opening the meeting with a prayer moving forward. Pastor Tom asked council who they would like to be prayed for. Pastor Anna asked Shannon to have another prayer for the people who council prayed for.

Pastor Anna shared that from conversations with the ULC, each person expressed a desire to grow in patience. The devotion chosen for their daily reading this year we hope will help us as leaders grow the fruit of the spirit of patience in all of us. She read from the shared council Devotional Book called Sacred Space. June 19th's devotional will be on kindness. Shannon and Jon also read passages from the book. The vision of making disciples of Jesus Christ for the transformation of the world is the same as the United Methodist vision. The ULC will be sharing in devotional and leadership development in the role as leaders, ensuring that they do not require others to do that which they are unwilling to do themselves.

The Mission Possible book has best practices for the Unified Leadership Structure. Pastor Anna said the Council keeps a bird's eye view of the church and are the accountability holders. ULC could decide to have a liaison with Barry Iorfido, Les Fortney, Tammy Gardner, and Georgia Reisinger with questions when they submit financial reports. Susan Pigott will lead a leadership development session on Mission Possible for next meeting that will be 10 minutes long. Also, Pastor Anna asked all to read the book by the July meeting.

Role of the ULC member was explained by Pastor Anna which she said the Council is moving away from managing into governing. The primary role of the ULC is to ensure that all decisions align with the mission of making disciples of Jesus Christ for the transformation of the world. The ULC will intentionally guide the church toward accomplishing God's goals for it. The Council role is to govern, Pastors' roles are to lead, Staff roles are to manage, and Members' roles are to minister (people making new disciples). ULC will work together at their June 19 meeting on developing their leadership covenant. The covenant will be signed by the whole council, and the covenant will be good until December.

Election of Chair and Vice Chair -- Pastor Anna shared that the Nominations & Leadership Development Team had recommended that Jon Seltenheim serve as chair. He said yes. Rachel



Beaver was asked if she would be the co-chair and she said yes. All agreed to Jon and Rachel be the chair and vice chair.

There were 253 first time guests since April, 2017 which is an average of 4.44 individuals and families per week visiting. Seventy-three of those came back, 46 were welcomed as new members. Only 20 out of the 46 were folks who signed in on the Connection Pads as visitors. Others who joined the membership were mainly people who had been attending for a while and took a long time to go through the membership process. The church is hoping to have 800 people attend service each week: in 2016, number was 572, and in 2017, number was 573. We essentially are breaking even on new members and removals. There is a program that is being done where postcards are sent to people who have not signed in for some time and then phone calls were made to those people. Fifty-four of 286 have signed in since receiving a post card. There was a Meet and Eat on Sunday, April 29 and one guest attended. It will be reformed differently for August. **On Sunday, June 10, Pastor Anna will greet guests in the Fireside Room** and will continue doing that as a pilot program through the summer. Guests and newer people are welcome to come and visit with Pastor Anna.

Vital signs—The Council looked at statistics we have reported to the conference since January on items such as attendance, benevolent giving, small group participation, and number of new professions of faith. Pastor Tom explained the joint ministry set by the conference. Questions were answered about what Shares of Ministry are. The Church does not have a choice in paying those, and about \$150,000 is budgeted for the year 2018, which is based on how much the church spends. Paying down the debt is not included in the spending when Shares of Ministry are calculated by the Conference. For professions of faith, there were 18 in 2016. Dave Mooney asked why we have not had any yet this year. If people return for periods of time but do not become members, there are considered a “prospect.”

CHUM Vision Sheet- Pastor Anna explained that items on the 5-year vision sheet that are check marked have been completed. Items marked ‘p’ are in process. The ULC will work on honing the vision at the September retreat. They are looking for a place to hold the retreat, maybe Mt. Asbury. **The ULC retreat will be Friday and Saturday, September 7 and 8, 2018.**

The ULC meeting in June will be mainly on the covenant, and the Kay Kotan will be coming to the July meeting. The time will be 6:30 in rooms 117-118.

Former Associate Pastor Jake Waybright began the 5-year vision process, which was used as a foundation for the vision for the Embrace Initiative. The Embrace Initiative runs through April, 2019. The ULC will be assessing the vision at each meeting to discern if it is still the right vision for this season of ministry. The Council went over an Embrace Accomplishments and Continued Dreams document, which listed the accomplishments from April, 2017 to April, 2018. There are



still items to be completed through April of 2019. One specific Embrace goal brought up was the Director of Young Adult and Small Group Discipleship. The goal is that once there is money and a person selected, Sandy Zirbel will be move to the Coordinator of Welcoming Ministries.

The Beginning of New Vision- The ULC was given a sheet of notes taken during their conversation with the Nominations and Leadership Development Team when they answered the question - what do you see as challenges facing the church within the next 5 to 10 years. These were offered as a way to, in conversation with the 5-year vision plan from 2014, begin a visioning process that will unfold over the next 2-3 years. Jon had also written some vision ideas down at the May 5, congregational lunch meeting. He agreed to type them and email them out.

Annual Review of the Parsonage - \$30,000 has been budgeted and \$11,822 has been contracted for installation of a second floor HVAC system. Discussion was held on the costs and bidders and it was decided that:

Honey Do Handyman (John Eckstine) would do the interior ceilings and walls and garage for \$5080

Bel Technologies (Barry Iorfido) would do the family room, interior trim, and dining room wall paper for \$5,155.

Mark Husler would do the living room, remove carpet, and replace the dining room floor for \$5400.

The Honey Do Handyman and Bel Technologies cost would come to \$10,235. The total refurbishment of the parsonage approved was \$27,457. That is \$2,543 under budget. The costs were approved. Pastor Tom would let the contractors know.

The Gathering Space has \$72,000 budgeted and presently the cost for the Sacred Space Project is \$77,354.00 plus \$24,975 for future improvements. The sheet which was handed out at the meeting shows the future improvements highlighted in red. Pastor Anna asked ULC to consider approving the \$77,354 as costs will increase because of increases in the price of carpet. The staircase into the sanctuary will be redone as people have a hard time since the railing is at an angle. The Welcome Center desk should be done by Memorial Day, will not be movable, and will have two sides. The side seen when entering the building will be the welcome center and the other side is where Sandy Zirbel will have other information on spiritual growth opportunities. The area where the pallet wall currently stands will be removed. The area will be moved back (like an alcove), and the hospitality coffee and juice tables will be placed there. The timeline from John Eckstine was June for stairs, July for paint, and August for carpet. There



is money that can be requested from endowment fund and from Howard Beane's memorial undesignated contribution of \$9,000. The ULC would like to see a floor plan and a cash flow of when the money will be spent. Jon asked if **Sunday, June 3 at 6:00 pm for one hour** meeting would work to consider just the Gathering Space Sacred Space Team project. Council agreed.

The ULC agreed to invite John Ensign to continue chairing the Investment Team, which meets at least twice a year. Pastor Anna thinks he will be willing to continue. ULC requested that for the Investment Team to continue, they provide these documents to the ULC: a) a monthly investment report from Barry b) A short page report any time the Investment Team meets and is recommending a strategy change c) a report at the beginning of each year (January) based on the ULC's disbursement policy, stating the amount of funds available for disbursement in the following year for ministry. D) a bound list of the investment portfolio from Morgan Stanley, updated each time the portfolio changes. The ULC approved these recommendations. Pastor Anna said Georgia can get the bound book from Morgan Stanley that was shared at the last investment team meeting for the ULC to peruse.

A discussion was held on who would elect the chair and vice chair in the future. The Nomination and Leadership Development Committee said they could recommend the names that would be gifted for this job based on the information received at the interviews. The ULC felt that the council should elect the chair and vice chair every year, taking into account recommendations given by the Nominations & Leadership Development Team.

Ministry Impact Stories From CHUM - Pastor Tom shared a page of Ministry Impact Stories. Pastor Anna confirmed that these stories would be given to Leslie Petersheim, Director of Communication, for sharing with the congregation. Pastor Anna said that each one of the council members would do a blog posting so that each month a message would be shared from the ULC on social media about their passion for and their impact on ministry. They will be posted by Leslie Petersheim.

Pastor Anna said at the next meeting the Council would discuss ministry teams with which Council members would liaise. The ULC is to pray about their areas of passion and giftedness.

The meeting closed with a prayer by Jon Seltenheim.