

Minutes of the Executive Team
Journey of Faith Christian Church
April 30, 2018

Present: Rosalie Karunas (Chair), JoElla Coles, Pam VanHeyningen, Linda Lewis-White, Alex McCauslin (Pastor)

I. Acts 10: 44-48, Opening Prayer

II. Minutes from April 20, 2018

III. Grant Team

- A. Wendy Lombard (grant writer) will meet with Steve Hendel, Nancy Zavrel, and Susan Harris.
- B. JoElla will check in with Shirley Martinson to see if she wants to also be on this team.
- C. The team will establish some priorities for grants and grant related mission projects.
- D. Looking to the future need to consider a plan for follow-up for oversight on ongoing grants

IV. Finances

- A. Pam is feeling overwhelmed by the complexity of the investments accounts and has asked for some relief
- B. Option: work with Rick to take over this responsibility
 - a. A review of the original job description
 - i. Does not include specific language about the investment accounts
 - ii. Salary is \$4K annually
 - b. Gather all documents related to position
 - i. Review these for the specific details of his position
 - ii. What are our current needs for this position
 - iii. Rewrite the job description
 - c. Alex will then meet with Rick and explain our current needs
 - i. Recognize that we may need to increase the salary level
 - ii. Need for some accountability to actual hours or work done
 - d. There continues to be a problem setting up Rick's pension fund account
- C. Option: Approach Steve Hendel about taking on trust accounts
- D. Option: Wipe the slate clean and begin over
 - a. There has continued to be difficulties getting the information needed about the various accounts
 - i. What is permanent funds and what is flexible funds?
 - ii. John Overmars has/had this information. We need to speak with John face-to-face so that we can understand the intricacies of the trust funds.
 - b. Our need to be good stewards of these accounts
 - i. We are accountable to the families that set up these trust
 - ii. We are accountable to the congregation

- iii. There is some precedent in law for “wiping the slate clean” when records cannot be located that describe how the money is divided between permanent and flexible funds.
 - E. This is an URGENT issue.
 - F. JoElla reports that we now have 16 giving (pledging) units.
- V. Congregational Meeting
 - A. Presentations from Mission/Ministry Team, Worship Team, and Faith Formation Team
 - B. Hand-out building use flyers for people to distribute to coincide with a targeted Facebook Ad to run for one month
 - C. Clean-up Day - Saturday, June 2nd (possible time 10 to 2 with lunch)
- VI. Building Use Policies
 - A. Ways in which the building is currently available to outside organizations and individuals
 - a. Pay for building use
 - b. Offer space free to groups that align with our mission and ministry
 - c. Other non-profits have been asked to contribute in some way to the ministries
 - B. Have been approached by an organization that trains people to be foster parents and assists in the placement of foster children
 - a. Would like use of building either 2 Saturdays per month 8-3 or 2 weeks per month M-F 5-9
 - b. They want free building use
 - c. This is a huge chunk of time that may affect how we schedule other groups and our own activities
 - d. For such a huge chunk of time we believe that some investment be made by this organization
 - e. Susanna will continue dialogue with the group to determine if they are willing make some sort of investment for the use of the building
- VII. Alex has spoken to Dave about his position with the church.
 - a. Dave is excited to continue working with the church both as a sound technician and musician.
 - b. A formal job description will be developed.
- VIII. Music Director - Only one resume has been received to date.
- IX. We have received an offer of a gift to pay for a gardener to come in to work on the grounds and flowerbeds. We would like to accept this gift on the condition that we have some input in what happens.
- X. Next meeting May 17, 2018 at 12 p.m. Agenda item to include is nomination for a permanent Executive Team.

Submitted 5/1/18

Linda Lewis-White, Executive Team Secretary

