



**Leadership Board
Meeting Minutes
January 15, 2024
7:30-9pm**

Location: DSM Room

Board Members Present: Lori Sedlak, Dale Gold, Kristy Harrison, Veronica Runyan, Susan Boddy, Ben Murray, Jill Easterling, Garrick Barnett, Ramesh Subramaniam

Board Members Absent: None

Others Present: Margaret Brandt

Pastors Present: Tom Parkinson

Call to Order and Board Organization: Lori Sedlak called the meeting to order and offered a prayer.

Board Organization: Lori Sedlak called for the board to organize for the year, in accordance with paragraph 3.6 of the Guiding Principles. Veronica Runyan moved the following members be elected as officers:

Lori Sedlak, Board Chair
Ramesh Subramaniam, Board Vice-Chair
Susan Boddy, Board Secretary

Jill Easterling seconded the motion. Motion carried, with unanimous consent.

Pastor Tom reviewed the duties and responsibilities of the board and read the church leader's covenant. All board members signed and submitted the covenant.

In order to help board members build relationships and to provide space for questions and blue sky conversations apart from an agenda, Pastor Tom is going to host a few board breakfasts at his house through the year. The first will be on Saturday February 17 at 8:30 a.m.

Approval of Minutes: Meeting minutes from November 20, 2023, were approved. Motion made by Dale Gold and seconded by Kristy Harrison. Motion carried, with unanimous consent. Minutes from the virtual meeting from December 14, 2023 were approved. Motion made by Ben Murray and seconded by Ramesh Subramaniam. Motion carried, with unanimous consent.

Report of the Senior Pastor:

Pastor Tom reflected on 2023, highlighting the abundant blessings God bestowed upon our church in 2023. Among the highlights were 41 new members received, 15 baptisms, and weekly worship attendance that is 98.5% of pre-pandemic numbers in 2019.

Pastor Tom also reported on some of the goals that staff are working on for 2024. He noted that recent resignation of Beth Freiss as Director of Facilities and Administration will likely lead to some delays in achieving the master planning and building safety and security goals.

Pastor Tom concluded his report by outlining some challenges the Leadership Board will address in 2024, including UMC General Conference, lack of children's ministry space, succession planning, and financial sustainability.

Area Reports:

Financial Update:

Garrick Barnett presented the 2023-year end financials. Thanks to record breaking giving in December, and prudent control of expenses, the church ended the year with a General Fund Surplus of \$46,179. The church also has \$39,371 of Employee Retention Credit that has been held, in the event it was needed to cover a shortfall.

Since there was a year-end surplus, we paid 100% of our connectional apportionment to the WPAUMC. This is the first time we have paid at the 100% level since 2020.

Garrick also reported that 170 stewardship cards come back this year. Of those, 57% indicated an intention to increase their annual giving.

Garrick reported that the building loan balance is currently \$809,415. Our goal is to reduce the balance to \$500,000 or less by the time the interest rate adjusts on March 1, 2027. Since the capital campaign pledges are nearly complete, the pace of pay down is projected to slow. For this reason, Garrick moved that the 2023 surplus and the ERC funds, totaling \$85,550, be applied as principal reduction payment on the building loan. Kristy Harrison seconded the motion. The motion carried, with unanimous consent.

Personnel Report:

Dale Gold reported that staff salary increases were implemented on January 1, and end of year bonuses were given to church and preschool staff.

Dale also reported that due to medical reasons, Beth Gavaghan is unable to return to work, and Beth Friess recently resigned. We are currently searching for a Director of Communications and Director of Facilities and Administration.

Dale shared that she and Pastor Tom talked about the future need for a second pastor, to support the growth of the church. No formal conversations have taken place yet, but they are considering the critical functions a second pastor would support.

Property Report:

Jill Easterling reported that she will conduct an exit interview with Beth Freiss to transfer knowledge and status of current projects. She also reported that the boiler system received multiple repairs at the end of 2023. She explained that the capital reserve fund is well funded and that a major future project that is being saved for is replacement of windows in the education wing.

Master Plan Task Force:

By unanimous consent, the Leadership Board decided to table plans to convene and ad hoc committee to review and update the Master Plan. This Board will authorize the committee to commence its work once a new Director of Facilities and Administration is in place.

Safety and Security Planning:

The board received an update in efforts Beth Friess has been making to improve building security and safety. She webinars through the state of PA that help religious organizations obtain safety and security assessments, and grants for security upgrades.

The new Director of Facilities and Administration will be tasked with taking up this work, along with forming a volunteer safety and security team that is onsite every weekend for any emergency.

Closing and Adjournment:

Pastor Tom offered a closing blessing.

The next meeting is scheduled for March 18, at 7pm.

Respectfully submitted,
Susan Boddy
Board Secretary