



Leadership Board Minutes for December 3, 2024

Parker United Methodist Church
11805 S. Pine Drive, Parker, CO 80134

Leadership Board Members:

Kim Bimestefer (Co-Chair)
Ron Wyckoff (Co-Chair)
Steve Brase
Lacye Cahill
Susan Gustin
David Haukeness
Julie Kronbach, Lay Leader
Doug McKinney

Laura Easter Rainwater, Senior Pastor
Li Roberson
Eric Ross
Emily Shaffer, Little Blessings Preschool Director
Elizabeth Gore Stanley
Linda Thomas

Newly Elected Members:

Dave Ambors
Kelly Evans
Heidi Handel
John Quest

Members joined by Zoom:

Doug McKinney
Linda Thomas

Members not in Attendance:

Lacye Cahill
David Haukeness
Elizabeth Stanley

- I. Call to order: Ron called the meeting to order at 6:00 p.m.
- II. Eric opened us with a reflection on rejoicing based on 1 Thessalonians 5:16-18
- III. Review and approval of minutes of October 1 and November 5, 2024
 - A. Julie moved to approve the October minutes; Heidi seconded
 1. Approved unanimously
 - B. Julie moved to approve the November minutes; Steve seconded
 1. Approved unanimously
- IV. Senior Pastor's Report
 - A. Worship updates
 1. Year to Date 2024 attendance update:
 - a. 9 a.m. service avg, = 185 (185 last month)
 - b. 10:30 a.m. service avg. = 62 (63 last month)
 - c. Total in person = 247 (248 last month)
 - d. Online viewers = 165 (166 last month)
 - e. Average concurrent online worshippers = 50, approximately 70 total
 2. Upcoming sermon series
 - a. Advent – December 1, 8, 15, 22
 - 1) Focus on Grinch
 - 2) Flyers for us to hand out
 - b. Christmas Eve – Tuesday, December 24 – 2 p.m., 4 p.m., 6 p.m., 8 p.m.

- 1) Laura requested that Leadership Board bring snacks for staff who are at church from noon until 10:00 p.m. that day
 - c. Longest Night Prayers – Sunday, December 22, 5:00 p.m.: place to pray, not an official service; will invite those who have lost loved ones
 - d. Messiah – December 15, 9 a.m. service
 - 1) Little Blessing Christmas program that afternoon
 - 2) Spark! service will be in Fellowship Hall at 10:30
 - e. Sunday, December 29 – 2 worship services
 - 1) Know they will be less attended
 - 2) Want to keep the Spark! service in place for those who normally attend
 - f. New projectors being installed now
 - 1) Includes new computer for projection system
 - B. Church Conference – Saturday, November 23, 9:00 a.m.
 - 1. Went well
 - 2. Elected 4 new Board members – Dave Ambors, Kelly Evans, Heidi Handel, John Quest
 - C. Budget
 - 1. Century Link contract for phones & fiber
 - a. Was: \$829/month
 - b. Now: \$637/month (reduction of 4 VOIP phones)
 - c. Savings: \$192/month
 - d. New contract will include a higher cost for fiber optic (because they are updating key elements)
 - 1) We are asking for a quote for Century Link to handle firewall administration
 - 2) Current fiber optic contract expires end of January 2025
 - 3) We should have a proposal for Leadership Board review and approval at the January meeting
 - 2. 2025 budget
 - a. Finance team met today
 - b. Everything too preliminary at this point to discuss budget
 - c. Will move the stewardship campaign back to October next year
 - 1) Having campaign in November makes it difficult to develop the budget for the following year on time
- V. Business items – updates from teams
 - A. Building and Maintenance – John
 - 1. John has assumed chairmanship of the team
 - 2. Working on how to organize the work of the team
 - 3. Two projects from Sarah
 - a. Odors in women’s restroom
 - 1) Not clear what problem may be; not manifested recently
 - 2) Restrooms have system in place to keep drains clear
 - b. Flooding in classrooms
 - 1) Detailed report from John attached as part of minutes
 - B. Finance – Eric
 - 1. The projected deficit for 2024 is still somewhat better than anticipated
 - a. Projected deficit was \$144,000; currently looks as though will be about \$135,000
 - b. Still have about \$200K in the rainy-day fund
 - c. Kim – what about the sanctuary fixes (organ, projectors, lighting)?
 - 1) Eric – not part of budget
 - 2. Little Blessings was able to help mitigate budget shortfalls in past few years

- a. However, enrollment lower than expected
 - b. Kim – investigated with state government, overall utilization is down 20%
 - 1) Hoping government will address
 - 2) Emily – Little Blessings is getting daily phone calls about enrollment
 - i. Are pushing for early commitments for 2025-26 school year
 - 3) Kim – do we advertise within church?
 - 4) Emily – that would be a good idea
 - 5) Laura – can put in Midweek
 - 6) Julie – this seems newsworthy, that utilization is so low
 - 3. Dave – where would money for the maintenance projects John mentioned come from?
 - a. Eric – Stroh endowment can be used for maintenance projects
 - 4. John – the most expensive place to operate is the sanctuary – are there other options to its ongoing use?
 - 5. Kim – we need to have a sense of urgency about our finances
 - 6. Doug –volunteered to look into solar
 - 7. Laura – never heard back from conversations a year ago about building on our property
 - a. Eric – problem of parking required by Town of Parker based on size of our sanctuary?
 - b. John – knows that Hank Battjes had struggles with Parker over parking required for new sanctuary project
- C. Missions – Julie
- 1. Missions team is also regrouping
 - 2. Presented plan for Missions projects for 2025 -- attached
 - a. Goal is to have mission projects that give congregation a chance to participate
 - b. No impacts on church budget
 - 1) Will do fundraising as needed
 - c. Emily – this plan is really helpful for getting Little Blessings families involved with projects such as the Mothers/Fathers Day baskets for Parker Task Force
- D. Stewardship – Li
- 1. Thermometer is ready to go but needs context
 - 2. Some had not gotten the letter/commitment cards in the mail
 - a. Need to make sure are available at Welcome desk
 - 3. Heidi – will there be speakers in November only?
 - a. Li – can always use more presentations
 - 4. Doug – can we have stewardship presentations throughout the year?
 - 5. Julie – the Grinch is presenting the thermometer during Sunday service
- E. Contract with the Parker police department
- 1. Sent out earlier for our review
 - 2. Officer Jeremy has been our new regular officer
 - 3. Li moved to approve the contract; Heidi seconded
 - 4. Dave – is there money in the budget?
 - a. Ron – yes
 - 5. Li – has the officer been apprised of our new emergency procedures?
 - a. Laura – we do still need to implement the new emergency procedures
 - b. Steve – will need to let police know what we expect of them, particularly in an emergency situation

VI. New business

- A. Welcome to new Board members
 - 1. New/retiring members to be presented to the congregation on January 12
- B. Need to fill Team Lead positions being vacated by people going off the Board
 - 1. Ron – volunteers/nominations to fill vacancies will be done at January 2025 meeting

- C. Leadership Board documentation – Linda
 - 1. Linda and Ron working to create binders that will pass from Team Lead to Team Lead
 - 2. Developing template for information that needs to be included
 - a. Description of role
 - b. Responsibilities
 - c. Projects
 - 1) Timeline/resources/issues and problems
 - 3. Working with Sarah and Pete to develop specific procedures, policies and internal controls for the Finance Team
 - 4. Hoping this information is ready by the end of January so Team Leads can begin to develop the information for their team
- D. Leadership Board functioning – Ron
 - 1. Proposing new plan for functioning of Chair and Vice-Chair
 - a. Propose having single Chair and Vice-Chair instead of co-Chairs and co-Vice-Chairs
 - b. Chair typically person in 3rd year on Board
 - c. Vice-Chair
 - 1) Typically person in 2nd year on Board
 - 2) Being mentored by Chair to take over as Chair the following year
 - d. In 2025, Ron and Kim retiring as Co-Chairs, will still be available to mentor incoming Chair
 - e. Laura – suggest developing these new practices before formally updating the policies
 - 2. Linda – one of problems with existing system was no clear role for Vice-Chairs
 - 3. Ron – sees 2025 as the year of documentation, now that Leadership Board has functioned long enough to have worked out some kinks
 - 4. Kim – part of original point of moving to Leadership Board structure was to be agile
 - a. Need to maintain agility while documenting functions
 - 5. Kim – also may be at point of considering whether need different teams
 - a. Additional teams/consolidating teams
 - b. We may need fewer teams
 - 1) Easier to get leadership
 - 2) Not distract from urgency of financial problems
 - 6. Linda – may need more leadership within Missions, particularly for major projects
 - 7. Doug – need to continue to push for involvement of congregation on teams
 - 8. Li – perhaps we can submit ideas for appropriate teams to Ron

VII. What to communicate to congregation?

- A. Nothing specific from this discussion
- B. How to advertise Messiah?
 - 1. Kim – are we on the PACE Center's list of activities?
 - a. Laura – will ask Paul/Kurt
 - 2. Emily – Messiah used to be on banners downtown – what happened to those banners?
 - 3. Heidi – can make known among members Parker Chorale

VIII. Next meeting

- A. Tuesday, January 28, 2025 at 6:00 p.m.
 - 1. Pushed to later in month so can discuss the 2025 budget
- B. Kim will provide the devotion

IX. Kim closed us in prayer.

The meeting adjourned at 7:48 p.m.

Review of Minutes: The meeting minutes of December 3, 2024 were submitted to Laura and Ron for review on December 10, 2024.

Susan Gustin, Leadership Board Member

Attachments

- Building Conditions Report – Lower Level Flooding (John Quest)
- 2025 Missions Plan (Julie Kronbach)