



## Management Board Minutes – September 25, 2018

### Management Board Members in Attendance

Amanda Peterson Beadle	Noel Bravo
Leigh Carter	Matt Hansen
Nick Jessee <i>via conference call</i>	Doug Steele
Sam Kilpatrick	Gwen Williamson

### Staff and Observers in Attendance

Ginger Gaines-Cirelli, Senior Pastor, <i>via conference call</i>	Whitney Kinsey, Director of Family Ministries
Elder Witt Wellborn, Lay Reporter	Lani Willbanks, Church Business Administrator

The meeting was called to order at 7:05 p.m. by Gwen Williamson, Chair of the Board. Leigh opened with prayer.

### **Board Resolution.**

Tracy Collins elected by Board to fill the vacancy left by Samatha Sweeney's resignation. Noel Bravo will step up as Chair of the Personnel Committee.

Joy and Concerns were shared.

### Consent Agenda

- Adoption of the June, July and August 2018 Minutes

### **Board Resolution.**

All minutes adopted.

## **Staff Clergy Report**

Report submitted.

Highlights:

- Matt likes that Ginger is sharing reports at the quarterly leadership forums;
- Amanda likes that communication around MTs is happening;
- Baby Roberts will probably arrive this week. September 27 through October 11 is Ben's first two weeks off, then extended leave from December 30 through mid-March;
- The Foundry Choir will be highlighted in a film, and Journey Films will be making a contribution to our choir for this;
- Charge Conference is November 7<sup>th</sup>. Joint Conference with Asbury and Mt. Vernon;
- Staff retreat was announced last week. Vision is for the staff to have a REAL retreat and continue to do team building. November 14, 15 and 16<sup>th</sup>. Can we close the office if we take care of everything else?
- There is anxiety around data migration from ACS. This data migration will be cared for over many, many months. We need to help people connect, and this database is much more functional, secure, and user-friendly. Will not be fully operational until July 2019.

## **Nominating Committee**

Have not met yet, but gearing up.

## **Facilities/Mission Possible II**

Report submitted.

Highlights:

- JCC up and running. A few hiccups, but solving;

- New lease on two copiers with a \$600 a month savings;
- Insurance policy expired and new policy established with different carrier. We did full overview and felt confident it was equal if not better. \$13,000 annual saving;
- Sam and others taken aback with the request of JCC to “cover Christian symbols” in the Fellowship Hall. Iconography is their concern. We’ve moved this particular worship group to Davenport where there is no such concern...all on one level;
- Nothing from MPII other than roof leak discovered upon removing pipes. Taking care of this out of MPII funds. MPII to meet on October 10<sup>th</sup>, and we will find clarity around the coffee shop/JCC commitments, etc. Ginger has asked for more communication between MPII, staff, and Board. Need to re-establish protocol and accountability around the MPP process. The Board could really benefit from some talking points around MPII mission and ministry. We all need to be on the same page and to not have conflicting messaging. This only heightens anxiety.

Matt approved the insurance policy as Treasury and in alignment with the policy. The copier lease does need approval by the Board.

### **Board Resolution.**

The Board unanimously ratified and affirmed the new copier lease.

### **Audit Committee**

Sam spoke to the partner at the audit firm to get his input on where we stand. They will come in on October 9<sup>th</sup> for the remainder of the week. They gave good feedback on Julie. Sam feeling a little bit better about the audit “as of today.”

### **Governance Committee**

Report submitted.

Highlights:

- Malcolm raised an additional concern regarding the safe sanctuary policy re: clergy meeting with adults one-on-one. This may not necessarily need a policy, but a procedure in the Personnel Manual and/or staff covenant. Consensus among the Board was that this doesn't belong in safe sanctuary policy;

### **Treasurers Report**

Report is below.

Highlights:

- Report of Ad-hoc Finance Subcommittee on Church Debt was presented and discussed;
- This information (Sam) should be in front of us all the time. People need to know we spent more money than we brought in. We need to consider our debt at budget time and think about it consistently.
- The Board discussed the need for a capital budget since much of our over-expenditures are building-focused.
- Check signing for ID Ministry presented;
- Finance Committee Charter presented, a few edits were suggested and accepted;
- Apportionment dispute settled. We are committed to assuring ourselves that we are using the same markers and parameters each year moving forward;
- Stewardship updates to go in bulletin this quarter;
- Can we forecast to December, knowing things are tight, staff already doing what they can around expense? Ginger working on revenue. The most impactful places to cut are not program, but operations. Stewardship gearing up;

### **Board Resolution.**

The Board approved the Finance Committee Charter presented and as copied below and including **edits**: Matt moves. Amanda seconds. All approved.

**Matt, can you send me the final edited version?**

**Board Resolution.**

The Board approves the ID Ministry Signatory Resolution below:

Resolution dated September 25<sup>th</sup>, 2018

Upon recommendation of the Finance Committee, the Foundry United Methodist Church Management Board hereby resolves that the following individuals are authorized to sign checks on behalf of Foundry United Methodist Church necessary carry out its "ID Ministry", subject to the following restrictions:

1. These individuals may only sign checks from the "Foundry Missions" checking account with account number ending in \*8637;
2. These individuals may only sign checks necessary carry out Foundry's "ID Ministry"

This authority is either expressly granted by the by-laws of FUMC to the Treasurer or arise through delegation from the Treasurer. All other signatory authority previously provided is hereby revoked.

_____	Treasurer
Matt Hansen Or	
_____	Chair, Audit Committee
Sam Kilpatrick Or	
_____	Director, Social Justice Ministries
Rev. Ben Roberts Or	
_____	Volunteer, ID Ministry
Jane Northern Or	
_____	Volunteer, ID Ministry
Cathy O'Sullivan Or	
_____	Volunteer, ID Ministry
John Harden Or	
_____	Volunteer, ID Ministry
Lorea Stollard Or	

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution of the Management Board of Foundry United Methodist Church passed on September 25, 2018.

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Leigh Carter, Secretary

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Date

### **Personnel Committee.**

Report submitted.

Highlights:

- Noel getting up to speed, and presented priorities in his report;

### **Board Resolution.**

The Board approves minimum hourly staff wage of \$15, with an annualized fiscal impact of \$6,500. Matt seconds. All approved.

### **Board Resolution.**

The Board approves the recommended protocol for pay adjustments:

- Annual compensation increases of up to 3%, on average;
- A bonus pool of up to \$10,000 to be allocated at the discretion of the Sr. Pastor; and
- For the Senior Pastor, the Board shall provide reasonably clear expectations for compensation adjustments with the approval of annual goals.

The Personnel Committee put forward the following proposed resolution:

*Foundry UMC values racial equity and justice as fundamental principles in our congregational life. Furthermore, the Management Board believes that deepening our understanding and promotion of racial equity is an important and ongoing journey for our community. As a next step in the journey, the Management Board will create a working group to engage, support, and concretize the faithful work of the Racial Justice Ministry Team with whom they will lead the management board and our community in an exploration of racial equity in Washington DC and at Foundry. The working group is formed with the express purpose of charting a course and leading the Foundry congregation in further reflection, discernment, discussion, and action for*

*racial equity and justice. This group will be formed by December 30, 2018 and will be co-led by a member of our clergy, a member of the Management Board, and a member of laity.*

The Board discussed this important proposal, and prefers to check in with the Racial Justice MT prior to a final vote:

- Noel and Ginger will review proposal from GCORR and make recommendation to the Board;
- Matt and Lani will propose budget adjustments to cover cost; and
- The Board will agree on common talking points for outside the Board;
- Noel will communicate with Racial Justice team.

Closed Session began at 9:35 p.m. and ended at 9:55 p.m.

### **ACTION ITEMS**

- Capital Budget, Nick and Lani to start, for review in next 3-6 months by Board. Does not need to phase into 2019 budget, but Board agrees this should be in budget moving forward;
- Continued review of debt on our monthly agenda;
- Attend September 30 Ministry Fair and October 3 Budget Workshop if you can;
- Send your advance pledge commitments to Lani;
- Gwen will send around Communications piece;
- Gwen will make an official response to Paula re: racial equity and justice; Noel will draft it for Gwen. Gwen cc: Ginger;
- Noel will communicate with Racial Justice team;

Respectfully Submitted,



Leigh Carter  
Secretary