

**THE FIRST UNITED METHODIST CHURCH OF WEST LAFAYETTE, INDIANA**  
**GOVERNANCE BOARD MEETING AND CHURCH CONFERENCE**  
**AGENDA**

**July 26, 2021 AT 7:00 pm, Activity Center and Virtual**

1. Welcome
2. Attendance
3. Opening: Celebrate, Dream, Invite
4. Adoption of the Agenda
5. Approval of Minutes
6. Progress Towards Goals, Approval of Reports
  - a. Finance
  - b. Treasurer
  - c. SPRC
  - d. Trustees
  - e. Submitted Reports
  - f. Presentation: Communications
  - g. Presentation: Stewardship and Generosity
7. GB Business
  - a. Caring for Creation (Kris B and Jane F)
  - b. Pride Month Update
  - c. In-person Activity Update (Duane C and Reid H)
8. Questions and Answers
9. Announcements
  - a. Upcoming Meetings
    - i. GB Meeting, Monday, June 21 at 7pm
      1. Agenda items due to Bill Walker by Monday, June 7
      2. Agenda announced by Monday, June 14
    - ii. GB Meeting, Monday, August 16 at 7pm
    - iii. GB Meeting, Monday, September 20 at 7pm
      1. Nomination of Officers
      2. Complete Charge Conference paperwork
      3. Review of Operating Plan and Teams Operating Principles
    - iv. GB Meeting and Church Conference, Monday, October 18 at 7pm
      1. Vote on Officers, Operating Plan, Team Operating Principles
10. Adjournment

## Finance Report

### 2021 FUMC Jan-June Budgeted Difference

Regular Income:	\$228,088	\$322,150	(\$94,062)
Total Expenses to Date:	\$317,606	\$322,150	\$4,544
	(\$89,519)		

## Treasurer's Report

- Overall: church financial status remains strong, but credit for that must be given to the two PPP Forgivable loans the church received! The first, received in April 2020, was for \$100,710 (now forgiven) and the second, received in May 2021, for \$86,572. These have been or will be used exclusively to pay salaries (about ¼ for VNS staff).
- Congregational giving the past two months significantly increased compared to annual patterns and, thru June, is now almost identical with the first 6 months of 2020.
- Return rate for first half of 2021 on savings and restricted funds invested via Morgan-Stanley has been 8.72%

## Staff/Parish Relations Report

SPRC will be reviewing staffing needs and responsibilities as the church returns to in-person worship.

Staffing salary and packages will be reviewed during an August SPRC meeting.

Prepare fall ministry teams.

Review, interview and evaluate for Charge Conference Recommendation: Lay Speakers; Certified Lay Speakers, Lay Pastors, and/or Candidates for Ordained Ministry.

## Trustees Report

### New Alarm / Access Procedures

- We will be publishing new procedures for everyone to sign off on who has a key or code. This is primarily to make sure that everyone is on the same page with the expectation of having a card/code.
- We are going to reset all the alarm codes at FUMC as of 9/1/2021. There are many codes floating around for people who no longer attend, some that have been mis-assigned, and some just configured wrong.
- If you need an alarm code, please contact Don Caddy ([don.caddy@gmail.com](mailto:don.caddy@gmail.com), 765-491-7855) to get one.
- Codes are 4 digit numeric, and you can “keep” your old code but you have to contact me to verify your contact information and code.
- If you already have one and you do not “renew” it then it will no longer work as of 9/1/2021.
- We have moved to a new access system. The old key fobs and cards will no longer work. If you need a replacement, please contact the office or Don Caddy.

## Other News

- Building issues starting to be more of a concern as we open to more in person events
- Need to repair the sidewalk at the Kitchen Entrance. Estimate \$1,500
- Need to address the Booth AC as we open, they need to keep the doors closed and it gets very hot up there. Estimated about \$12k.
- Other than the office, the entire building is set to “unoccupied” for the most part. If you are having an event, please let Don Caddy know if you need the AC on.
- Might have a water leak in the line to the Columbarium. Water is turned off until we can address it.

## Future Needs

### 1. HVAC

1.1. Furnace - for all new furnace, it is about \$32,000. High priority to at least start the replacement cycle.

#### 1.1.1.Replacement priority

	Unit Area	Size (BTU)	Cost	Replaced
1.1.1.1. 4	CLC	350,000	\$10,579	1/2020
Paid for by the Foundation				
1.1.1.2. 6	AC	250,000	\$8,540	
1.1.1.3. 3	2nd Floor	350,000	\$10,579	
1.1.1.4. 5	Narthex	125,000	\$6,560	
1.1.1.5. 1	Office	100,000	\$6,248	
1.1.1.6. 2	1st Floor			12/2016

#### 1.2. Air Conditioner compressors

1.2.1.Compressor in CLC until failed. Cost to replace \$10,236.22

1.2.2.Leads me to believe that the compressors are in the same ballpark as the furnaces.

1.2.3.Contractor said that there is no reason to think that they will all start failing as the operate under different circumstances.

	Unit Area	Size (Tons)	Cost	Replaced
1.2.3.1. 1	Office		\$6,500 est	
1.2.3.2. 2	1st Floor			
1.2.3.3. 3	2nd Floor	25	\$10,000 est	
1.2.3.4. 5	Narthex		\$7,000 est	
1.2.3.5. 6	AC		\$9,000 est	
1.2.3.6. 4	CLC	25	\$10,236.22	7/2020
Paid for by the Foundation				

### 2. Hearing Assistance

Our hearing assistance system has been dead for some time. There are new systems available that use the Wireless network so that people can either use their phones or a separate device that we could provide. This would require some upgrades to our current WIFI network. This is all still far less invasive or expensive as hearing loop systems.

This would support a system in the CLC and AC but not a sound system for the AC.

Total Cost Estimated at \$14k

3. Wireless Network – Our current access points are going end of life and will need replaced in order to stay current with software patches.

Estimated Cost - \$3,000 (assuming volunteers install them)

4. Our copier company is telling us that we need to look at copiers, but I don't see that being a concern for a couple years. – No update

4.1. Low Priority

5. Rekeying the outside doors

6. Carpet

6.1. Carpet is 17 old

6.1.1. Estimated cost (\$4 per square foot installed)

Area	Square Feet	Est Cost
Office	3,000	\$12,000
1st Floor education	6,500	\$26,000
2nd Floor Education	6,500	\$26,000
Narthex	3,750	\$15,000
AC	3,250	\$13,000
Sanctuary	5,000	\$20,000
Choir	1,250	\$5,000
Balcony/Sr High	2,175	\$8,700

7. Exterior Paint

7.1. The exterior of the building needs painted – waiting on a quote

8. Wallpaper damaged and coming down in the AC

8.1. No idea on cost

9. Parsons Tree

9.1. Is dying. Estimate \$2,500 to replace

### **Care and Nurture Team Report**

We are meeting every two months to share information about our “buddies”. Each member of the Care and Nurture Team is partnered with about 6 people. Most “buddies” are doing about the same. Covid seems to have kept people away from others and so healthier. The team is focusing on connecting with the elders and many of the church family. Over the last two months 43 cards have been sent, 25 calls

have been made, and 6 visits have been made. We make use of the Prayer List and send notes to those folks. We encourage members to send a card or make a call.

Carol made July 4th cards, which was a good way to connect. Carol's generosity is a key to this team's success. More cards are being sent than calls. The lack of calls is somewhat due to lack of response. We hope to be able to make visits soon. The next meeting is the second Wednesday of September.

### **Communications Team Report**

The communications ministry is focused on improving FUMCs communication. The group has focused on two key tasks:

- Grant development to support strategic brand and marketing communications planning for the church.
- Ongoing content management for website

Items the group is celebrating!

- The team undertook a systematic review to determine a communication partner for our branding activity.
- Three companies were reviewed. The process included
  - Preliminary discussions
  - RFP and Proposal review
  - Final interviews
- Following the review process, we decided on Smallbox <https://www.smallbox.com/>
- Grant submitted to Center for Congregations for 50% co-pay for branding activity. Announcement of grant funding to be made July 20, 2021.

Items the group is dreaming about:

- Having a website and communication program (newsletters, emails, social media) that is contemporary and meet the needs of the congregation (today and in the future).
- Extending our communications efforts to the broader community and supporting the growth of new ministries.
- Marketing/Communications support person (part time/hourly) to support expansion of the communication ministry.

Upcoming Opportunities:

- Provide content: The website is a dynamic tool. Project leaders are encouraged to consider how they want their projects to be presented on the site. There is a blog function that allows topical news items to be featured – we just need to know about them.
- Engage in the strategy development process: At the core of the brand/marketing communications strategy process will be a process of gathering insights from the church community. When the time comes - Your participation will be critical.

### **Family Ministry Report**

Celebrate: The last couple of months have been active in Family Ministries. In addition to launching an informal, outdoor worship service that serves people of all ages, we successfully held an in person Vacation Bible School, a second Hometown Mission Trip (this time with 3 churches involved), two

summer youth activities, and a Virtual Popcorn and Painting activity with children. Delivering craft materials gives me the opportunity to have “front porch” conversations with parents and this has been helpful in getting to know our families. Because visitation is now allowed at Westminster Village, I have begun visiting residents and have been working to get to know our members.

Dream: First UMC has a wealth of talent within the congregation, both spiritual and intellectual. Successful congregations are led by disciples who develop disciples. We can only accomplish this if multiple leaders step forward and take responsibility for the discipleship of others. My dream is that the leaders in our congregation will participate in and lead Christian Education, developing new disciples and future leaders.

Invite: I invite people to take a small step in discipleship and offer to lead a Sunday School class or small group for our children, youth or younger adults. There are many resources available with step by step facilitation guides, which make taking this first step less overwhelming.

### **Missions Team Report**

There is a lot to celebrate in missions! We had our first Bread for the World offering of letters campaign in June, supporting a more systematic approach to fighting hunger. Our congregation contributed 21 letters. We will also be holding our second Food Finders Food Truck on July 24 at Klondike Elementary School, being led by Denny Frank. You’ll remember we originally did this in February, where we served over 100 families, and had enough extra funds to support this second truck.

Want to join us? We are looking for more people to join our missions team! We meet only once per quarter and have a lot of exciting opportunities coming up where we could use your gifts to help build more relationships with the people in our community.

### **Nola Gentry Estate Committee**

We have assembled several folks for the team representing First Up worship, missions, children and families, and trustees. Seeking a representative from Celebrate worship.

### **Stewardship and Generosity Team Report**

The Stewardship and Generosity Team has a working goal of producing 12 meaningful short videos about the life, successes, and futures of First United Methodist Church, one to be released weekly beginning the first week of September and ending the last week of November. Along with that, there will be written and live presentations and explanations about fiscal planning for 2022 throughout that period, with emphasis on generosity and the value of supporting First United Methodist Church.

Here is where we are in terms of identified topic areas, spokespersons already committed, and/or persons working on arrangements:

- John Polles presenting about music ministries
- Denny Frank presenting about missions
- Diana Hoke presenting about adult education
- Ashley Wien presenting about young family activities, organizations (there can be additional presentations in this critically important area)

- Ginny Dienhart presenting about older adults
- Leticia Mitchell leading arrangements for a TBD presentation about UMW

In addition,

- We still need people working on presentation topics and presenters for ministries about children, youth, and students.
- We need conversation, advice, and planning about ministries and programs related to LGBTQ+ and underrepresented minorities.
- The S & G Team presently is seeking input for six additional video topic areas beyond those listed above.
- The team also is contemplating common-thread content for these videos beyond the individual creativity and enthusiasm that is being encouraged for presenters.

A tech-support team has been identified who will assist with video productions. Conversations indicate that the church presently has all of the technology needed to complete this project.

### **Welcome and Connection Team Report**

Celebrate

- The return of in-person worship with the Outdoor service, 9:00 First Up, and 11:00 Celebrate service all offering in-person worship.
- Seeing fellow church members in-person
- Sharing some real, live hugs
- Many new households (at least 4 at the first 11:00 Celebrate) worshipping at FUMC
- Newcomers connecting with ministries including as Vacation Bible School volunteers and musicians in worship team
- Pastors, staff, worship leaders, AV tech team, greeters, and all those involved in making a smooth transition to resuming in-person worship while continuing to offer exceptional live-stream worship. Thank you for who you are and how you serve!!
- Did I mention hugs?! :-)

Dream

- Worship attendance growing as people gain comfort with returning to in-person activities
- Long time members meeting and getting to know newcomers
- Officially welcoming new members to the congregation sometime in the coming year

Invite

- Seeking people to welcome and greet before the 11:00 service. Invite people to sign attendance cards, offer bulletins, a friendly greeting and a smile
  - Interested? Email me at [karenhull@fumcwl.org](mailto:karenhull@fumcwl.org)
- Inviting everyone to try greeting one new-to-you person each time you are at church. Here are some ways to begin a conversation with someone you don't know, whether you think it may be their first Sunday at FUMC or they've been at FUMC a long time.
  - "I'm Karen. I'm not sure if we've met yet..."
  - "I'm Karen. Remind me if we've met..."
  - "I'm Karen. It's so good to see you again. Remind me of your name. How have you been?"

- “I’m Karen. I’ve seen you often, but I’m not sure we’ve ever actually met one another”

### **Worship Team Report**

In-person worship is going well. Adaptations have been made to make everyone feel safe:

- Attendance cards are completed at the Welcome Center instead of passing attendance pads.
- Worship Guides (bulletins) are in the Welcome Center for people to pick up on their way into the CLC instead of them being handed out.
- Hand Sanitizer is widely available.
- Rows are roped off in the worship center to help achieve social distancing.
- Prepackaged communion elements are used.

Worship Team Celebrations:

- All three worship services: 8:30 Outdoors, First Up, and Celebrate are open for in-person worship!
- The Celebrate worship team has increased its roster of singers creating more opportunity for participation.
- AV team has increased its size.

Worship Team Dreams:

- Continue increasing and broadening worship team and AV participation.
- Returning to the use of Ushers and Greeters
- Maskless worship!

Worship Team Upcoming Opportunities that FUMC Members Can Support:

- Attend one or more of the offered worship services every week.
- Offer yourself to volunteer as a reader, vocalist, instrumentalist, acolyte, usher, greeter, AV tech.



**THE FIRST UNITED METHODIST CHURCH OF WEST LAFAYETTE, INDIANA**  
**GOVERNANCE BOARD MEETING**  
**MINUTES**  
**MARCH 15, 2021 AT 7:00 pm, VIRTUAL**

**Attendance**

- Ann Caddy, Anna Clark, Barbara Krause, Bill Walker, Billy F Bross, Cary Mitchell, Craig Dobbins, Dale Forsyth, Don Caddy, Duane Carlisle, Ellen Wilson, Harold Dore, Jana Day, Janet Beaty, Jessica Hinman, Jim Beaty, John S Jones, Karen Hull, Larry Huggins, Lauren Hall, Lola Huggins, Lynn Griffin, Mary Welch, Melissa Spas, Mike Johnson, Reid Hochstedler, Ronda Kroeschen, Tim Delworth

**Opening (7:04 PM)**

- Celebrating
  - Lauren Hall's ministry
  - Nola Gentry Donation
  - Duane Carlisle's Ministry
  - Worship Team
  - Governance Board
  - Many, many more
- Dreams
  - Living out mission, vision, and values
- Inviting
  - Recognize that we're all valued in God's eyes.
- Shared Prayer

**Adoption of the Agenda (7:15 PM)**

- Motion to approve by Bill Walker, seconded by Reid Hochstedler
  - Motion passes

**Approval of Minutes (7:16 PM)**

- Motion to approve by Bill Walker, seconded by Tim Delworth
  - Motion passes

**Progress Report on Governance Board Goals**

**Develop a plan to "phase in" in-person activity (7:16 PM)**

Currently 8:45 in-person Outdoor worship, in-person and online at 9:00 worship, online worship at 11:00. Next steps include in-person/online 11:00 worship in June

### Ministry Teams (7:18 PM)

- Current - Care and Nurture, Communications, Stewardship & Generosity, Welcome and Connection
- Next steps - Education and Discipleship, Family Ministries, Worship

### Worship (7:21 PM)

- Develop a plan for worship across the different services

### Mission (7:25 PM)

- Reframing the teams thought process - Instead of seeking a need in a community, how do we create relationships in the community (Meeting people where they are).

### Comments (7:28 PM)

- No comments

### Living FUMCs Mission, Vision, and Values (7:31 PM)

- Introduction of Melissa Spas
- Connection Activity
  - Build on our strengths
  - **Values** - *Who are we?*
  - **Vision** - *What are we about?*
  - **Mission** - *How do we do what we do?*
  - Values
    - What are the traits, practices and beliefs that are essential to *your* identity?
    - What stirs you emotionally and causes you to act?
    - What would you like FUMC WL to be known for?
    - Strengths come from differences, we can work together for the betterment of the church.
- How does FUMC represent and advance the mission, vision, and values
  - Mindset
    - Abundance vs Scarcity
    - Inward Focus vs Outward Mission
  - Two types of congregations
    - Pay-the-bills
      - Money is scarce
      - Just surviving
      - Inwardly focused
    - Share-the-vision
      - We're not rich, but we have enough
      - Dares to dream
      - Focus is external

- What does success look like for FUMC?
- How do we know that we are advancing our mission and living into our vision and values?
- Adaptive Leadership
  - Identify the challenges to be address
  - Identify the new behavior to be acquired.
  - Identify what might be lost
  - Create an environment of candid conversation
- Personal Ways to advance the mission, vision, and values
- Guidelines for the Governance Board to advance the mission, vision, and values

### Announcements (8:35 PM)

- No Governance Board meeting in June
- Next Meeting on July 26th @ 7 PM

### Closing (8:36 PM)