

**First United Methodist Church
Governance Board Meeting
July 19, 2023**

Attendance: Attendance: Pastor Duane Carlisle, Perry Brown, Larry Huggins, Lola Huggins, Kory Pritchett, Michael DeHaven, Dorothea Goold, Rebecca Kaverman, Reid Hochstedler, Mike Johnson, Craig Dobbins, Anna Clark

Opening (7:05 PM)

- An opening prayer was offered by Pastor Duane.

Adoption of Agenda

- The agenda was distributed. There were no suggested changes to the agenda. It was moved to approve the agenda as presented. **The motion to accept the agenda as presented was seconded and passed.**

Minutes

- The minutes of the June meeting were distributed by email. There were no additions or corrections suggested. It was moved to approve June's minutes. **The motion to approve the minutes was seconded and passed.**

Pastors Report - Duane Carlisle

Pastor Duane shared the dates of several important events that will be occurring over the next several months. These items are listed in the "**External Events**" attached to the minutes. Two new items on the agenda are:

- Matthew Shepherd Foundation exhibit and concert in October. He also requested that First Church become a sponsor of the Lafayette Master Chorale. After a brief discussion of the levels of sponsorship and the publicity benefits associated with each (see the **attachment Lafayette Master Chorale** for the sponsorship amounts and the features of each level, it was moved to be a platinum sponsor (\$5,000) with the church contributing matching funds up to one half of the cost. The remainder of the funds will be from other sources. The motion was seconded and passed.
- Consecration Sunday will be October 22, 2023. We will receive our pledge commitments to the ministries of First Church. It is also the date of the First United Methodist Church Foundation Annual Meeting. The foundation will provide funding for a catered meal.
- Duane indicated the congregation has reached a point where there is a need to create a Hospitality Ministry Team, Consecration Ministry Team, and Family Ministry Team.

Treasurers Report – Larry Huggins

Over the past few months the income has been adequate to cover expenses and there has been no need to dip into our reserve funds. But he did indicate he was looking forward to the end of summer and seeing our typical increase in fall giving. Gift funds have been

transferred to a money market account with an interest rate of about 4.5% to pay the narthex remodeling bills as they come due. Larry indicated it appears that the contractor is billing the church for materials after work is completed rather than the more typical practice of billing when the work begins.

Trustees – Don Caddy

Don was traveling for work and was unable to attend the meeting. He provided the attached Trustees' report. The most pressing issue is replacing the chain link fence around the children's play area. The replacement cost is \$6,000. The Village Nursery School has offered to pay half of the cost. **It was moved to allocate \$6,000, with the Village Nursery School contributing \$3,000, for installing a new chain link fence around the children's play area. The motion was seconded and passed.**

Children and Youth Ministry - Jessica Hinman

Jessica Hinman encouraged the Governance Board to consider hiring a part-time or full-time person to provide leadership for the youth and children programs. During discussion, a strong conscience that these programs were critical to the future of First Church quickly emerged. Purdue student members have stepped in to provide outstanding leadership of these programs. Unfortunately, we have lost two of these students to graduation. At the current time, Michael DeHaven continues to provide leadership in this area. He indicated having a successful program requires a significant amount of time. He and others did not see our current approach of using students as a good long-term solution. Unfortunately, the current operating budget does not provide any extra income to support additional staff.

It was moved to appoint a committee of interested people to explore alternatives for providing leadership for children and youth programs. Motion was seconded. Motion passed.

The committee's recommendations will be presented to the Governance Board. Jessica Hinman and Michael DeHaven will serve as co-leaders.

Church Security Plan – Perry Brown

A list of random thoughts about features of a security plan was presented to the Board:

Building Security Committee

Looking for (at least 3) volunteers for the security subcommittee. The members suggested at a previous meeting would provide representation of the various groups that routinely use the building.

- Perry
- Someone from Trustees – Don Caddy (I don't think there is anyone else that knows the current door locking system.
- Someone from VNS – should be the Director
- Dorothea – Threshold Counseling
- DKUMC – Pastor

Suggest a representative from one of the ad hoc groups that use the church outside business hours. This could be the First-up Band, theater group, scrapbook group, other?

Locked doors

During normal business hours only one door will be unlocked (door at office end of the building).

Activity Center (kitchen) and back door will be locked 24 – 7. If the back lot needs to be used for parking for Sunday Services or other events, the back door will be unlocked for the activity.

On weekdays main doors will be locked except when Village Nursery School students are arriving and leaving. Access to the building for VNS parents at other times is provided through the office door. On weekdays, it is the responsibility of VNS to monitor the main doors making sure the doors are locked and not propped open.

Ad Hoc meetings

Use of the church facilities must be scheduled with the Administrative Assistant. If the meeting will be held outside normal business hours, arrangements must be made for a building key. The key will be available one day before the meeting and must be returned to the drop box following the meeting.

Alarm System

How does the alarm system get set?

Tracking Building Key Assignments

A method allowing a group of volunteers to track and enter key assignments, distribute, and collect building keys needs to be developed so this activity does not become another task for the church office staff. If the key assignment requires arming or disarming the alarm system, volunteers need to provide alarm system training to keyholders. If disabling and setting the building alarm results in a false alert being sent to the police, alarm setting and alarm deactivation will again be reviewed with the key holder. More than two false alerts to the police will result in the key use privileges being revoked.

Discussion

During discussion, it was suggested we should provide a quiet place for police officers to do their paperwork. It was noted that having a police cruiser in the parking lot was one way of indicating a more secure environment.

In past meetings discussions, it was suggested:

- we identify individuals that could be leaders if a threat should arise,
- we develop a post event plan, and
- encourage members of the congregation to participate training offered by the police departments,

Announcement

Julia Deery is the new Village Nursery School Director.

Adjournment

A closing prayer was offered and the meeting adjourned at 8:40 pm

Submitted by Craig Dobbins, Secretary

First United Methodist Church of West Lafayette

July 17, 2023 Governance Board Meeting

Agenda

- 1. Welcome**
- 2. Attendance**
- 3. Opening Prayer**
- 4. Adoption of Agenda**
- 5. Approval of Minutes**
- 6. Reports (to include positive developments and areas of concern)**
 - 1. Senior Pastor**

 - 2. Review and adopt Treasurer's Report**

 - 3. Trustee Report**

 - 4. Staff Parish Relations Committee (SPRC)**
- 7. Issues of interest**
 - 1. Children /youth ministries position**

 - 2. Beginning of the work on the Narthex**

 - 3. Scholarship funding request results**

 - 4. Continued discussion around church security plan**
- 8. Q & A**
- 9. Closing**

External Events:

August 21:

Outfest (Sponsored by Pride Lafayette)

Sat. August 19th 2023

Downtown Lafayette

September 5:

Rainbow Call Out (Sponsored by Purdue LGBTQ Center)

Tuesday, September 5, 2023

6:00pm-8:00pm

CoRec Center, Black & Gold Gyms

Purdue

Oct. 21

We're Out (Sponsored by First United Methodist Church)

October 21, 2022

12:00-4:00pm

1700 Mitch Daniels Blvd

West Lafayette, IN 47906

First United Methodist Church is excited to show its welcome and embrace for the LGBTQ+ community. We are showing our support by offering an afternoon of fun, games, food, music, and information about welcoming community partners in the area. Join us on the front lawn of the church, just west of campus and right next door to Purdue's Horticulture Park, for a joyful and welcoming festival!

Oct. 21 - Oct. 29:

(Potential) Matthew Shepherd Foundation exhibit in First UMC Narthex

DATE TBD—Maybe to Coincide with We're Out

The Matthew Shepard Foundation provides support via a variety of resources, including:

- Media resources, including photography and video
- Historical background and cultural context
- Cards and Letters Exhibit
- Community Talkbacks
-

Oct. 29:

Considering Matthew Shepherd Concert

Lafayette Master Chorale with Purdue University Choir

3 p.m. Sunday, Oct. 29, 2023

St. Thomas Aquinas Church, West Lafayette

Marking 25 years since the tragic death of Matthew Shepard, we join with Purdue University Choir in performing this three-part oratorio, which incorporates countless musical styles "seamlessly woven into a unified whole," says composer Craig Hella Johnson. Johnson sets to music a wide range of poetic and soulful texts as he shares a tale both gripping and sorrowful, leading us from horror and grief to a "higher understanding of the human condition, enabling us to endure."

Church and Worship Events and Dates:

Season of Generosity and Stewardship

Theme: Come To The Table (Where Everyone Is Welcome)

Sunday September 24

Sunday October 1

Sunday October 8

Sunday October 15

Emphasis: Voices of new people who have come to FUMC recently and why they choose this church.

Consecration Sunday

Sunday October 22

Consecration Sunday will receive our pledge commitments to the ministries of First UMC. The 11:00 AM worship service will be followed by a church meal. This meal will also include a presentation by the FUMC Foundation and the Foundation Annual Meeting. The Foundation has generously offered to provide the funding for a caterer to provide this meal.

Teams Needed:

- Hospitality Team
- Consecration Team (Finance per the book of Discipline)
- Family Ministry Team

Lafayette Master Chorale
Season 59 | 2023-24
Echoes of the Living and the Dead

Indiana Voices in Song *Lafayette Children's Choir with guests from around the state*
3 p.m. Saturday, Oct. 7, 2023

Children from around the state will gather to share performances by individual ensembles as well as singing as a collective voice. This afternoon concert will showcase the best of Indiana's youth, filled with promise for the future.

Considering Matthew Shepard *Lafayette Master Chorale with Purdue University Choir*
3 p.m. Sunday, Oct. 29, 2023
St. Thomas Aquinas Church, West Lafayette

Marking 25 years since the tragic death of Matthew Shepard, we join with Purdue University Choir in performing this three-part oratorio, which incorporates countless musical styles "seamlessly woven into a unified whole," says composer Craig Hella Johnson. Johnson sets to music a wide range of poetic and soulful texts as he shares a tale both gripping and sorrowful, leading us from horror and grief to a "higher understanding of the human condition, enabling us to endure."

Festival of Carols *Lafayette Master Chorale & Children's Choir*
2 and 4:30 p.m. Sunday, Dec. 17, 2023
First Baptist Church

Each December, the Lafayette Master Chorale & Children's Choir comes together to share in a joyous celebration of the holiday season. This performance will be filled with familiar readings and carols, brass and organ, shining light on a season filled with magic and love.

Living Culture and Community *Lafayette Children's Choir*
4 p.m. Saturday, April 20, 2024
Christ United Methodist Church

Music and the arts coexist within the broader framework of everyday life, of cooperation, of collaboration. This unity of the mundane and the sublime elicits works that enlighten and encourage us. The children will share moments of this joy, highlighting the wonders of life as they come together in harmony.

300 in Leipzig: Bach's St. John Passion *Lafayette Master Chorale*
7:30 p.m. Saturday, May 4, 2024
St. Mary Cathedral

Composed in April 1724, this oratorio is the oldest of the surviving passions by the masterful J.S. Bach. An orchestra and a host of distinguished soloists will join the Chorale for this performance. With its dramatic choruses, resonant arias and compelling narrative, the audience will be captivated by a work that shares a timeless story, with music that has been enjoyed for 300 years.

Corporate Support Commitment | Season 59 | 2023-43

Business Name: _____ Date: _____
Address: _____ Phone: _____
City, State, Zip: _____ Email: _____
Contact Person/Title: _____ Sponsorship Level: _____
Concert: _____ Authorized By: _____

Sponsorship Levels

Platinum (\$5000)

- Company logo included on all correspondence sent from Lafayette Master Chorale
- Company name/logo on all advertising and brochures
- Name listed on banner at venue for all performances
- 25 season tickets
- Full-page ad (color) in program book
- Private mini-concert (15-20 minute performance at a mutually agreeable time)
- Company season sponsorship announced on stage prior to concert

Gold (\$3000)

- Company logo in program and on website
- Logo on concert banner and poster of concert you are supporting
- Name listed on banner at venue for all performances
- 10 season tickets
- Full-page ad (color) in program book
- Company season sponsorship announced on stage prior to concert

Silver (\$1000)

- Company logo in program and on website
- Logo on concert banner and poster of concert you are supporting
- 2 season tickets
- Half--page ad (color) in program book
- Company concert sponsorship announced on stage prior to concert

Bronze (\$700)

- Company logo in program and on website
- Logo on concert banner and poster of concert you are supporting
- 2 concert tickets
- Half--page ad (color) in program book
- Company concert sponsorship announced on stage prior to concert



Our 2023-24 season runs through June 30, 2024

Please return ad copy by Monday, Sept. 11, 2023, for inclusion in all materials. Feel free to contact the office with questions and concerns. Thank you for your support!

839 Main St., Suite 540 | Lafayette, IN, 47901
admin@lafavettemasterchorale.org | 765-429-5151

Trustees Report

July 17, 2023

Narthex

- ❖ Bathrooms have been demo'd
- ❖ New bathroom framed.
- ❖ Concrete cutting is complete, plumbing and electrical is installed in the trench, and trenches filled in
- ❖ Framing new storeroom
- ❖ Framing ceiling drops
- ❖ Planning on Monthly progress payments based on progress.

Updates

- ❖ Need to make sure that when you leave you check all the doors, turn off all the lights, and set the alarm. We have found numerous occasions where these things are not being done.
- ❖ Working on networks upgrades to Wifi, Adding cameras for increased security, putting in cable runs to areas that will not be readily accessible
- ❖ If you are having an event, please let Don Caddy know if you need the heat on.
- ❖ Cleaned up the Honeysuckle between us and Hort Park

Short-term projects (Always looking for help on this stuff)

- ❖ Replacing the batteries in the emergency lights
- ❖ Replacing battery ballasts in classrooms with LED version
- ❖ Replacing canopy lights with LED
- ❖ Running some additional network cable for cameras and wireless access points

Somewhat Urgent concern - Motion

We need to replace the fence around the playground.

A chain-link fence like what is there now but in black (they no longer make brown) iss under \$6,000.

An ornamental aluminum fence (25-year warranty) is about \$12,000. There are number of aluminum options all like:



And is available in several colors. <https://www.alumi-guard.com/commercial-flat-top/>

We have some money in the Foundation building fund and VNS has offered to pay ½ for the chain link options.

Motion

I move that we proceed with replacing the fence around the playground with a new black chain-link fence. The size of the fence/playground to be mutually agreed by VNS and Trustee Chair and the project to be funded ½ from VNS and ½ from the foundation building fund money available.

Facility Needs

1. HVAC .

1.1. Furnace – In good shape for the foreseeable future. 3-6 years on Unit 2 I imagine as it is the oldest and was not replaced with an all stainless steel model

1.1.1.Replacement priority

	Unit	Area	Size (BTU)	Cost(est)	Replaced
1.1.1.1.	6	AC	250,000	\$11,567	3/2023
1.1.1.2.	3	2 nd Floor	350,000	\$14,780	3/2023
1.1.1.3.	5	Narthex	125,000	\$8,820	3/2023
1.1.1.4.	1	Office	100,000	\$8,313	3/2023
1.1.1.5.	2	1 st Floor			12/2016
1.1.1.6.	4	CLC	350,000	\$10,579	1/2020

Paid for by the Foundation

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 they operate under difference circumstances.

	Unit	Area	Size (Tons)	Cost	Replaced
1.2.3.1.	1	Office		\$6,500 est	
1.2.3.2.	2	1 st Floor			
1.2.3.3.	3	2 nd 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. Stonework around church

It was pointed out by the painter that the stonework around the church is coming apart in places need to find a vendor that can fix it and get an estimate.

3. Playground fence

Needs replaced. Leaning and wires are coming out of it.

\$6,000 for black coated chain link <https://www.alumi-guard.com/commercial-flat-top/>

\$12,000 for Aluminum ornamental fencing (25 year guarantee)

4. 'Hearing Assistance

Our hearing assistance system has been dead for some time. There are new system 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 \$20k

5. Carpet is 17 old

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

Area	Square Feet	Est Cost
Office	3,000	\$12,000
1 st Floor education	6,500	\$26,000
2 nd 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

6. Wallpaper damaged and coming down in the AC

6.1. No idea on cost

7. Siding and exterior

7.1. The painting contractor indicated that the siding is not installed properly and is loose in many areas. They fixed what they could but said to budget for new siding in the next 10 years. He is going to provide a budgetary estimate on cost so we can budget accordingly.

7.2. There are areas where the stone is coming off. These will need to be dealt with next summer.

8. Parsons Tree

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

8.1.2. Going to wait until it is showing more signs of an issue as it seems to be hanging in there.