



Leadership Team Meeting Agenda

February 15, 2012

In attendance: Dena Wangberg, Aaron Johnson, Bruce Lawson, Aune Carlson, Erin Rodriguez, Dan Booker, Jay Phelan, and Jon McFadyen.

A few introductions // Opening prayer - Jon McFadyen

Staffing for 2012

Recap from approved budget + timeline

- *Residency program discussion*

Finalize Bo's agreement for the year as Sexton

- *His contract is up in August; important to consider what might need to happen this fall.*

Administrative Assistant position

Review job description

- *Amendment: strong organizational skills*
- *Otherwise approved*

Timeline for hiring process

- *Post by mid-February, 2 weeks to respond, interviewing early March, hope to begin by April 1*
- *Interview team ideas: Aaron Johnson, Sarah Ondrey-Johnson, Jon McFadyen*

Resident position

- *Discussion of the hopes for this position*

Financial updates

Update on NCP Loan Conversion

- *5% not fixed interest (adjusted every 3 years); 20 year mortgage; the new payment is \$2,475/month; we have been paying \$2,000/month so this won't be a large shock to the budget.*
- *We need to provide a few documents to complete the process (minutes saying the Leadership Team approves the conversion, constitution and bylaws, letter that states we are in good standing as a NPO with the state...) and denote*

signers. Aaron Johnson and Dena Wangberg will pull together these papers and ask Lindsey Robinson to attain proof of our good standing with the state.

- *All Leadership Team members approve to convert the loan to a 20 year mortgage.*
- *Dena Wangberg and Bruce Lawson have been designated as the signers of these papers.*

Insurance, Housing and Taxes

- *We're looking into what the fair rental value of the properties are to assess what the tenants should report for their 2012 taxes*
- *April, we will hear if/what the shift in insurance costs will be now that we will be including workers' compensation - we have an umbrella policy that covers all properties owned by ResCov.*

Financial Audit

- *It is in the budget for this year and we are aware it could be messy because of the computer crash that took place two years ago and files were lost.*
- *Financial officer on the LT will work with Lindsey Robinson and Megan Blumenshine to accomplish this task this year.*

Policies

- *Encouraged to all members to read through the policies again and be familiar with them and raise any questions you might have.*

Wedding officiating policy – members v. non-members

- *Aaron requests writing a policy that delineates reimbursement for service(s) for couples from outside the congregation*
 - *Are they going to use the building, use their own pastor, have Aaron lead them through pre-marital counseling, the service etc.*
 - *How can we protect Aaron from doing things he doesn't want to do. ie: cannot do more than two weddings out of Chicago in a year.*
 - *Should the non-member fee be different than the member fee (regular attender and not regular attender). Perhaps add a note that exceptions may be voted on by the Leadership Team.*
 - *Fee v. Honorarium language; to be discussed further*

Welcoming new members this spring (Easter)

Discuss dates/formats for sessions

- *Saturday, March 3 - 10am - 1pm (snack or lunch?)*
 - *Dan Booker, Dena Wangberg, Erin Rodriguez*

- *Sunday, March 11 - 12:30 - 3:30pm (lunch provided)*
 - *Jon McFadyen, Jay Phelan, Aune Carlson*
- *If necessitated: Sunday, March 18 - 12:30 - 3:30pm (lunch provided)*

Visioning Retreat in the summer?

- *Dates to be discussed in coming*

All church retreat/camping trip (combine?) - Covenant Harbor:

- *High season requires 2 nights: June 8-10; July 13-15*
- *\$135/night for a room (\$125/night off-season)*
- *+ breakfast \$9.50 lunch \$10.50, dinner \$13.50*
- *1-night retreats (End of March and April are available)*

Ministry Team Updates

LT Appointed Positions and Relationships to Ministry Teams

Positions within the LT: Chair, Vice Chair, Secretary, and Financial Officer

- *Chair: Dena Wangberg*
- *Vice Chair: Dan Booker*
- *Secretary: Aune Carlson*
- *Financial Officer: Erin Rodriguez*

Ministry Team Liaisons:

- *Mission: Jay Phelan*
- *Community Life: Aune Carlson and Bruce Lawson*
- *Stewardship (Building and Financial): Jon McFadyen, Erin Rodriguez (financial)*
- *Christian Formation: Dan Booker, Erin Rodriguez (children), Bruce Lawson (Food for Thought)*
- *Worship: Dena Wangberg*
 - *Could we designate Sundays for announcements regarding a particular ministry team rather than open announcements?*
 - *Announcement slides before and after the service for events? Conversation for the Worship team to have.*

Next Leadership Team Meetings:

- *Wednesday, March 28*
- *Wednesday, April 25*

Closing Prayer - Aaron Johnson 9:46PM