

# Lindenwood Christian Church

General Board of Directors Meeting  
Bell Conference Room  
Sunday, Feb.16, 2014 – 12:15 -1:45 p.m.

## MINUTES

**In Attendance-** Susan Archey, Lisa Moore, Rachel Lyles, Bill Dancer, Ric Potts, Herb Hilgeman,

**Absent-** Gary Aulfinger, Emily Duke, Wayne Cook

**Others in Attendance:** Sr. Minister Rev. Dr. Bill McConnell; Bylaw Revision Team members Jim Allison, Judy Harris, Anna Hough, Linda Craig, and Larry Kidd; Stewardship Ministry members Erika Latham and Tommy Latham

I. Rachel Lyles called the meeting to order at 12:16 PM.

II. Opening Prayer – Rachel Lyles

III. Sr. Minister Report – Dr. Rev. Bill McConnell

Working with personnel committee to fill positions. Wilson Clark will fill Andrew Peck's position on March 17th. He will move to Memphis to take this part time position. David Johnson is now over children's ministry. He is focusing more on supervising vs. doing everything. New website to launch in a few weeks. Online Life Center registration and payment is also going online. The design of the new site is focused on getting new members not for current members. It will be 'cleaner' and hold more video. Ric thanked Rev. Bill for changing the offering to pass the basket.

IV. Consent Agenda – Lisa Moore

Rachel motion to approve Consent Agenda and Susan seconded- Motion passed

- i. January 19<sup>th</sup> Meeting Minutes
- ii. January 24<sup>th</sup> e-Vote Minutes – Church investment acct. users
- iii. February 5<sup>th</sup> e-Vote – Ministerial Housing Allowance

V. Old Business

- i. Dates for church calendar:

Congregational meetings– Rachel Lyles shared that the Congregational meeting to happen in between shortened WOW and Sanctuary services. March 23, June 8, September 14, December 14. December may be held after the Sanctuary service as it is the budget discussion with a meal.

Board Meeting update, due to Easter, the April board meeting will be held on April 13.

- ii. Recognition for Alan Dunn – Rachel Lyles

Recognition for Alan Dunn's years of service will happen in Sanctuary Service with a certificate of appreciation from the congregation on March 2. Rachel will work with Chris Nemick to schedule. It was decided there would not be a reception as this is only custom for pastoral staff.

- iii. Update on implementation of internal control processes and church ministry discretionary designated funds – Stewardship Ministry

Erica presented the handout of Stewardship Committee recommendations.

We have too many designated funds. Working to reduce. All funds are actually in one checking account, and are reconciled in a separate ledger system. There is a recommendation that any new restricted gifts go into a separate checking account so that those funds are protected and the church free of the liability.

For offering- a new procedure is recommended where deacons count money when it comes in on Sunday. 2 deacons per service and individuals will rotate so it is not the same people each week. A reporting form is to be completed on each offering. (see attached). Since Micki Dunn does not provide accounting functions, she will count the offerings on Monday.

Suggestion was made for designated offerings (ie. week of compassion) have checks made directly to source so not a pass through from Lindenwood but checks immediately sent to the designee.

Credit Cards update- credit cards show no sign of abuse. It seems we need to do a better job of monitoring the budget to insure no overspending occurs.

Would like to vote on the procedure for having separate checking account for designated gifts- this was tabled for more discussion and consideration.

Would like to vote on the counting the offerings procedure- Susan Archey moved to accept; Bill Dancer seconded. Motion passed.

## VI. New Business

- i. New Board-assigned duties: Parliamentarian, Policy Liaisons, Church Life Liaison – Rachel Lyles

We have asked Anna and Marena to be ex-officio members of the board to act as Parliamentarian.

Policy Liaisons- will be Gary and Rick.

Church Life Liaison- Susan Archey.

Lynn Pleasants will act as Treasurer for this year, be on stewardship and be the liaison to the board. ... and we will have official system in place for next year.

- ii. CORE Ministry/Committee Updates – Susan Archey shared the following:

Outreach Team- chair- Carter Beard. Met February 9<sup>th</sup>

Emergency and disaster team; Local outreach team; US International Mission team; Mission/Outreach (food donation); Prayer Warriors- can't mission physically but will communicate and pray; Special Events (Lindenwoud/Lindenfest)

Personnel Committee- Bill has brought us up to date and they are working on procedures.

Search Committee- profile work to submit to regional office will be done in next few days which is a major step in right direction.

iii. Finance Report – Tommye Latham

i. January 2014 preliminary numbers

Attachments reviewed.

ii. Vote to authorize Cindy Franklin, Church Financial Manager, and Lynn Pleasants as Treasurer to access to church safety deposit box.

Alan currently only user and we have to swap over. Motion to approve made by Susan Archey and seconded by Rick Potts. Motion passed.

iv. Proposal of Revised Constitution and Bylaws – Bylaws Team

Linda reported on the work of the team and shared that they are presenting a new revised document to take an unwieldy document and made it useful. They will add in the change of having a Treasurer. There was discussion of article XV to have as office manager as keeper of the documents. There was discussion on who would appoint chairs of the committees. Question is to not have the chair of the board to be directly responsible to appoint but be decided by the board. Suggestion... members appointed by board and the committee to then decide on who is chair. Attached documents of the draft of constitution and bylaws and notes on changes. We agreed the Personnel committee is good to have a standing committee in the bylaws. Changes will be made, the edited version will be emailed to board members for an e vote so that we can get it approved in time to get the information to congregants 2 weeks prior to the congregational meeting on March 23. By law committee will discuss when the bylaws should take effect and feel strongly they should go into effect immediately.

VII. Members - Questions and Comment Time.

Bus ministry challenge brought to the table. We are taking a look at it but for now congregants are managing pick up.

VIII. Closing Prayer – Herb Hilgeman

IX. Adjournment: Adjournment occurred at 2:25 pm

Next Board of Directors Meeting – Sunday, March 16<sup>th</sup>

Minutes submitted by Lisa Moore and Rachel Lyles.