

# PEACE UNITED METHODIST CHURCH CHURCH COUNCIL

*Meeting Minutes –August 16<sup>th</sup>, 2012*

## **Opening:**

Cris Williams called the regular meeting of the Church Council to order at 7:08 p.m. on August 16th at Peace United Methodist Church. We open with prayer lead by Leeann Inman.

## **Members Present:**

Cris Williams, Janice Adams, John Gordon, Jeffrey Sparks, John Norman, Leeann Inman, Cindy Wheatly, Faye Myers, Larry Myers, and Julie Chatfield

## **A. Approval of April Minutes**

- Julie emailed April meeting minutes in advance for review. Larry indicated he didn't receive a copy but LeeAnn advised she would email him a copy
- Cris asked for motion to approve the minutes. Janice Adams motioned to approve and Jeff Sparks seconded the motion. Unanimously approved.

## **B. Web Site Update - Cindy Wheatley** (Handout attached)

- Cindy shared an overview of some pages on the new web site. Format is based on the view a new user or new member might expect. Some sections highlighted include:
  - 'I'm New' – What to Expect, Tour, FAQs, Join Peace, Spiritual Gift Inventory
  - 'Come' – Worship Information, Sermons, Wedding/Baptisms/ Music
  - 'Connect' – Preschool, Youth, Care Groups, Kids, Small Groups
  - 'Grow' – Spiritual Formation, Studies, Retreats, Prayers, Devotional Sites
  - 'Serve' – Outreach opportunities, Global Outreach, Serve at Peace
  - 'About Us' – Staff, Leadership
  - 'Quick Links'
- Following the presentation, the floor was opened for questions.
- Cris asked if we had a target date to go live. Cindy indicated that she hoped to have our official launch by the first of September even though there is still a lot to do. She would like it stretch it over a few weeks and pilot a few audiences.
- This will continue to remain a work in progress and is a powerful tool because there is a lot of information out there.
- In the handout, Cindy has highlighted people who should take ownership of certain areas of the website. The governance to update content is still being decided but there will be a point person for each section to monitor and ensure their section is current. We will require certain standards are met before something is posted
- We need to determine if releases are necessary before posting pictures

- Cindy would like us to review the ownership handout and if there are any additional names/changes we need to send them to Leeann who will communicate final confirmation to her by Tuesday August 21<sup>st</sup>.
- We have 20 e-mail addresses to use with our site. Instead of using individual people, we will setup generic addresses (i.e. – [churchcouncil@peace](mailto:churchcouncil@peace)) for various groups/committees. Any changes need to be provided ASAP. The different ministry leaders can decide who is responsible for checking emails and there is forwarding capability.
- John Norman wondered about new members wanting to volunteer. Cindy pointed out the 'Serve' section and also the first page where a catchall section was located. Especially for those who are uncomfortable with technology.
- Jeff suggested an Info at Peace e-mail. Suggestions were also shared in changing the Assistant Pastors email as well.
- Cindy suggested that we have a Lay Pastor for Gratitude... someone who thanks people for everything. We understand that people don't volunteer to be thanked, but it's nice when they are.

### **C. Staff Parish:** Peggy Sousa, shared by Leeann Inman.

- Sally Wagner resigned from her position as Finance Coordinator.
- She left on good terms and for logical reasons due to her changing life roles and her second, better paying position at Disney.
- It was shared that she was well thanked and felt good about finding new ways to serve at Peac.e.
- We are slightly revising the Finance job description calling it Financial Assistant/Church Treasurer to include direct support of the Student Ministry.
- Gloria Barber will be the interim until we find something. She will stay on Staff Parish as long as s remains in the interim position.
- Also Joann Dudley will help with the process and Sally will be able to help train if necessary.
- We have already had a few resumes submitted so the process is under way.

### **D. Trustees Report-** Jeff Sparks

#### **Storage Unit**

- My Neighborhood Storage has increased our cost twice by about 17%. We are now paying \$175 per month. They have based this increase upon market rate. Jeff expressed his concern about the rising costs, but during the initial conversation, nothing was settled.
- Manager called Jeff asking if we were interested in a marketing allowance. If we were willing to provide marketing for their facility (put a link on our web site or pass out flyers) they would be willing to lower our cost.
- It was mentioned that the storage unit is a safe and clean facility and Julie, who visits the unit often, prefers to remain a customer there.
- Julie also suggested that posting their information on our website could pose a problem with future businesses.

- John Gordon's opinion is that there is a huge opportunity for the church to pursue this type of program and it can be beneficial because of its connection with other businesses in the community as well as potential financial return
- Janice recalled that Jolee Miles was going to create a church member business directory. If we completed a business directory, we could post their information in the directory. (This work was never done.)
- It was suggested that if we didn't use the web site, but rather handed out flyers once per month during our worship services OR a business directory flyer that could be passed out the first service of every month. We may also get the marketing allowance.
- It was agreed that this would be sensitive to consistency and that we would need to post the information tastefully if it is on our website
- Posting another business on the website would help increase our SEO (Search Engine Option) especially if we are linked to them and they link back.
- It can be controlled because it's pretty easy to add and take away. Another community partner might be Publix. And, since we tap the same people over and over and over for a variety of services, we should consider partnering with them.
- We need to establish standards and look at the financial benefits as well.
- Action Items:
  - Jeff will inform the storage company that we are considering how to best implement the marketing and will advise
  - Cindy to propose the best location/format on the website so we can make a decision
  - Additional conversation about standards and point of contact required

### **Church Bus**

- Bob Schall does a great job ensuring routine maintenance for the bus. He takes it to the bus station to get the annual maintenance and for the DOT inspection.
- All the tires replaced in 2010 according to standards but apparently we got a bad set of tires. Up through last Friday we've had 3 out of 6 tires go bad during Youth outings. (Friday on their way to The Suwannee another tire blew... It didn't just blow, the tread separated. Brandon did an excellent job getting it safely off the highway.)
- After that incident, parents were hesitant to allow their kids to go on the bus and indicated their children would not participate or needed other transportation.
- Jeff researched the tires and recognized that the NHTSA- has a recall on a similar tire... one slightly larger. This recall just came out the end of July. Jeff went back to Bus Solutions, our maintenance station, and started the process of getting the remaining tires replaced. This recent replacement has eliminated the entire set from 2010.
- Due diligence has been served and we will share this information at the Youth parent meeting on Sunday. This action will let parents know they were heard. Jeff said he would attend the Youth Parent Meeting to answer any questions. John Gordon suggested putting a small message in the weekly email to assure parents that action is taking place.
- The only thing to be worked out is who is going to pay for these tires.
- In the meantime, we still had kids here for Youth Week. They were able to secure a bus and the driver was a great. Upon return, the bus driver told Leeann what a great group of kids our Youth group was.
- Jeff attended meeting and no questions were asked. \*

## **Our Road Construction Tenants**

- We signed a contract with a construction company, and they are here.
- Jana reports that they are clean and Hunters Creek was instrumental in keeping that area clean.
- They added a silt fence around the parameter to help keep people away from the main fence.
- Julie asked if they were going to pave the parking lot when they leave. Jeff answered that they will bring the property back to the condition it was when they started, as was originally agreed.

## **Maintenance Items**

- All the locks have been replaced, installed new panels on the roadside sign, repointed the glass blocks and repaired holes in the exterior wall. We also had all the carpets and vinyl floors cleaned. The carpet received a full cleaning and in January will receive a spot cleaning.
- Leeann asked if there was a plan to paint the sides of the sign. Jeff responded with the intent to comply.
- Larry wondered where we stood with Chavez and mowing on Sunday. Leeann answered that they will not be mowing on Sunday. We have gotten ahold of management and they have revised their mowing schedule accordingly.

## **E. Finance Committee- John Gordon** (Hand out provided)

### **Financials**

- Handout shows our financials through July. Highlights include:
  - Connectional Giving \$0 for July and August due to cash flow but plan to make up
  - Moved ~ \$18K to savings account to cover summer, but line item created to track and pay back
  - Analysis shows 88 people/families pledging with 54.5% contributing less than pledged and 45.4% contributing more than pledged
- Leeann asked for prayers in finding someone to be in charge of our Stewardship Campaign. Our Stewardship theme is a homegrown emphasis called '*We Are Peace*' and focuses on the things that make Peace unique.
- On September 22<sup>nd</sup> there is a Stewardship Summit at First United Methodist Church of Orlando sponsored by the UMC Foundation. There will be great financial speakers and Leeann would love to send 5 people. The Summit is from 8:30-2:00pm and is \$30.00 per person.
- There is also a program called Miracle Sunday. It's designed for debt reduction for churches.
- Our Charge Conference is November 11<sup>th</sup> right after worship here at Peace.
- Jeff asked when the mortgage would be paid off. John wasn't certain but felt that it was possibly January 2014.
- If we have any comments or input, please let finance committee know.
- Additional items in the handout include a general timeline for 2013 Budget Planning. (Start providing budget materials at the end of August with review and approval from Church Council targeted for October 23<sup>rd</sup>)

### **Hunter's Creek HOA Dues**

- We went to HC HOA Board Meeting to request exemption from the HOA dues, but the board recently indicated that they would not consider our request and their attorneys are formalizing a response to Peace.
- John Gordon is getting outside legal advice to help decipher the contract and to see if there is anything else we can do to reduce these payments.
- Jeff asked if Greenway was experiencing the same problem. The answer was no because Greenway had a commercial element. When we purchased our property, we did not convert it to a commercial lot- and we can't retro to commercial lot because it would cost us more.
- The HCCA doesn't have the authority over what we have on the property so we will evaluate our options once we understand HC's formal position.

### **Online Financial Giving**

- PayPal was used for Youth events but we needed to find an alternative and want to ensure the solution works for the entire church (available on the website as a payment option for giving as well as youth and other donation opportunities)
- John has been reviewing alternatives and discussing best solutions for our new web design with Cindy. Larry, Cindy and John will continue to evaluate options and come back to Church Council with recommendation.

## **F. Pumpkin Patch- Shared by Julie Chatfield**

- Our Pumpkin delivery: The date is still tentatively scheduled for Friday September 28<sup>th</sup>. Pumpkin Patch Fundraises does not confirm delivery dates until the end of the summer when all orders are in. They base delivery dates upon the date we order the pumpkins and location. Most likely our pumpkins will be delivered the same time as Celebration and therefore the date would be September 28<sup>th</sup>.
- We have secured tents: We opted not to purchase the large tents due to expense, licensing and storage issues. We have three families to lend us their tents for the month. The Whites, the Morley's and the Edwards. We will have a larger space of shade available.
- Pallets: Casey and Ken White have been bringing and storing pallets behind the trailers in the back, about 10 so far, and have discovered that someone is throwing them out or taking them. We need about 50 total Pallets. Does anyone know who might be doing this so that we can inform him or her to stop? It was shared that pallets are worth money and that possibly they are being stolen. We may need to secure a safer storage location.
- Hours of Operation: We have general agreement to operate the patch from 11 am- 7 pm on weekdays. We are struggling with the decision on whether to take a break between 1 and 3 pm or not. Our biggest concern is finding someone to operate the patch between those times.
- It was agreed that the patch remain open without a break and the Council supported and will assist in helping to find volunteers to fill in the gaps.
- Power and decorations: Our power source is restricting us from getting lighting, blow up decorations, and running a proper cash register to keep track of sales. Does anyone have

thoughts on how to create a better power source? John Gordon and Jeff volunteered the idea of a generator and agreed to assist in providing one.

- It was also suggested to check with a good Christmas House Decorator to see how much we can plug in.
- Hunter's Creek Partnership
  - We have been granted a free ad in the Hunters Creek Magazine that will run in the October issue.
  - We have also secured the opportunity to sell pumpkins during the Hunters Creek Fall Festival, which is in October, tentatively scheduled for October 13<sup>th</sup>.
  - We will be able to sell our pumpkins from a truck during the Hunters Creek Haunted Hay Ride.
- Fall Festival: Initially we were hoping to have a Fall Festival on Saturday October 27<sup>th</sup>. However, Casey took on this project before becoming the Youth Administrator and now is also Home Schooling Quinton. She is feeling overwhelmed and unless someone is willing to step up to run the Fall Festival portion, she would like to suggest that we focus on the Pumpkin Patch, and eliminate this activity. At least for this year.
- It was suggested that since there was initially so much passion about the Fall Festival, we should try to find someone else to coordinate it before canceling.
- Cris has agreed to meet with Casey and the Pumpkin Patch Team to help determine where help is needed and what projects can be delegated in order to assist in making the Fall Festival more feasible.

## **F. Additional Business**

- Please be thinking and praying about Biker Sunday. Eddie handled it last year and he's got a lot more going on now than he did then. We need somebody else to step up and take the lead.
- Coming up on November 3<sup>rd</sup> the whole district will participate in a 'Day of Service' and we are hoping to get at least 150 members of our church out on that day in service in several different locations. If you know of organizations in the community or even people who have needs that we could help meet, send a email to Leeann or Eddie, Kent or Ken Carter. We already know we will be partnering with Casa on that day as well.
- Faye and Larry Myers are celebrating 35 years of marriage. Congratulations were expressed.

\*Jeff attended the youth meeting on 8/19/2012 and there were no questions.

## **G. Meeting adjourned at 9:20 pm.**

## **H. Next meeting tentatively scheduled for October 18<sup>th</sup>** (Targeting date to align with 2013 budget approval timeline)