

Lone Oak United Methodist Church

Church Council Minutes

DATE: Monday, April 22, 2024, 6:00 pm – 8:10 pm

Members:

P	Sam Boss	P	Jack Feiler	P	David Pope - Chair
P	Allen Burnett	P	Carson Ford	P	Freda Thompson
P	Donna Chu	P	Ranee Gough		
P	David Cunningham – Lay Leader	P	Renee Planitz	P	Connor Williams – Pastor
	Kirk Edwards				

Others:

Agenda Items:

Topic: Opening Prayer & Spiritual Formation: Chair – David Pope

Discussion: David Pope called the meeting to order. He led the group in prayer and Spiritual formation based on Proverbs 3:5-10.

Topic: General Ministry Update – Connor Williams

Discussion: Connor shared his excitement about the trial societies. After the informational meeting, 15 people signed up. He is hoping to start with 2 groups. The meetings will be on Sundays.

The Ministry Planning Team is developing work teams and recruiting members involvement.

A Pentacost service with candles is planned.

Memorial Day weekend service to remember those who have passed.

Discipleship – Timm Fair is working on a church wide bible reading program.

David Cunningham is developing a file on the gifts and interests of congregants. A survey may be conducted. This match people to a work team that is fitting for their interests.

Topic: Packet and Consent Calendar Items

Discussion: The open positions for Children Director and Custodian will be placed in the bulletin and sent to the District Office.

Action: Motion to approve by Allen Burnett; Seconded by Donna Chu. Motion passed.

Generative and Strategic Work

Council Goals – A Leadership page on the church Website that will be open to everyone. It will hold all policies. This would make mycommittee unnecessary.

Allow pastor and staff to run the church “day to day” while the council governs and holds accountability.

Topic: Document – LOUMC Church Council Overview/Brochure

Discussion: Motion made to accept by Allen Burnett, second by Renee Gough
Brochure to be given to Sarah Ford for updating to current branding.

Allen Burnett will get formatting and grammar recommendations to Donna Chu

Action: Donna Chu motion to table until next meeting, second by Rane Gough, motion passed.

Topic: Documents – Proposed Guiding Principles

a) **Council General**

b) **Staff**

c) **Finance and Budget**

d) **Building and Maintenance Team**

Discussion: Donna Chu motion to approve; Freda Thompson second

Questions re: repetition of information in principles or between other policies. The goal is to maintain simplicity, consistency and decrease duplication. The guiding principles will be the primary document and other documents to reference them.

Action: Motion to table until the next meeting by Donna Chu; second Rane Gough, motioned passed

Topic: Documents on Building Usage

Motion to accept by Allen Burnett and seconded by Donna Chu

Discussion:

a) **Building Usage Policies and Guidelines**

Expand scope to include grounds, grammar updates

b) **Wedding Policies and Guidelines**

Consider increasing fees, clean up fees go to custodian, specify they are responsible for cleaning up their decorations.

c) **Building Security and Key Policies**

Action: Rane Gough motion to table all Documents on Building Usage until next meeting; Rene Plantz seconded, motion passed.

Topic: Documents – Other Related to Finance

a) **Handling of Church Offerings**

Donna Chu made motion to accept document with spelling and grammar edits by Allen Burnett; Rane Gough seconded, motion passed.

b) **Church Offering Counting**

Jack Feiler made a motion to accept document; Donna Chu seconded, motion passed.

c) Retention of Financial Records

Allen Burnett made motion to accept document; Donna Chu seconded motion; motion passed.

Topic: Procurement Procedure

Discussion:

Action: Allen Burnett made motion to accept document; Donna Chu seconded; motion passed

Topic: Credit Card/Debit Card Policies

Donna Chu made a motion to accept; Renee Planitz seconded

Discussion: Amend receipts to be presented in 3 days; amend 2C to “Only the card holder may use the card issued to them; change 5a from will to may; change “Credit Card” to “Credit/Debit Card” throughout document.

Action: motion passed with edits/amendments

Topic: Finance Report

Discussion: Through February behind in offerings by \$13,000, still behind \$9000.

Action:

Topic: Trustee Discussion on new Church Signage

Discussion: Connor Williams described an external sign holder for banners that could be changed for events. Size would be either 4’ x 12’ or 5’ x 15’ it would be placed across the driveway from the current sign.

Action: Donna Chu made a motion for a work team consisting of Connor Williams, David Pope, David Cunningham to develop ideas and get estimates. Sam Boss seconded, motion passed.

Topic: Communications

Discussion:

Information to be disseminated:

Approved the following policies:

- Handling Church Offering
- Church Offering Counting
- Retention of Financial Records
- Purchasing Procedure
- Credit/Debit Card Policy

Work teams are continuing to work on tabled items

- Church Council Overview and Brochure (Donna Chu and Reene Planitz)
- Building Usage Policies

Guiding Principles (David Pope)
External Signage

Positions (Children's Director, Custodian) to be posted

Action:

Next Meeting 6pm on May 20th, anything for consent package to David Pope by May 10th.

Respectfully submitted
Freda Thompson