

Manchester UMC Leadership Board Meeting Minutes  
July 24, 2022

Secretary: Susanne Mertens

**In person attendees:** Sue Belval, Dave Divjak, Rev. Phil Estes, Ali Fields, Jeff Haupt, Linda Horodoenski, Izzy Massey, Susanne Mertens, George Mogannam, Rev. Jim Peich, Kim West

**Zoom attendee:** Kristi Koehl

**Absent:** Rev. Andy Bryan, John Higdon, Beth Hunyar, Jim Lange, Rob Peterson, June Van Klaveren

**Call to order:** Meeting called to order by Jeff at 3:00 pm

**Devotional:** Ali, Journaling as prayer

**Joys and Concerns:** (1) Kim-pending thyroid surgery, and both parents of a young friend died last month; (2) Ali-vacation next week; (3) Phil-attended the Church Network conference the last 5 days; (4) Jim-youth Spirit Camp last week.

**Approval of May minutes:** Motion to approve May '22 meeting minutes made by George, seconded by Kim. Motion carried.

### Department Updates

#### Operations and Generosity (Pastor Phil)

Six Month Financial Review--Donations continue to trend downward. Expenses are in control. Receipt of Employee Retention Credits and Payment Protection Plan funds is delayed, possibly to year end. This equates to a general fund deficit of \$115,966.

Endowment Funds Approval—Linda moved that the 2022 endowment distribution in the amount of \$21,117 be used for improvements in fellowship hall, with most funds going towards flooring, Ali seconded. Motion carried. Plan and details of improvements will be determined next year.

Finance Team Reporting Format Update—Phil, Rob, Beth and Jeff prepared a Table of Contents for a better understanding of the financial statements, and made changes to the order of line items in the report. Condensing the financial report to one with a “big picture” format with fewer details was brought up and will be put on the agenda for next month’s meeting.

Parsonage House Sale Update--Tenant is moving out early, today July 24 rather than August 1. Contractors can now get in earlier. Painting bids are pending. Anticipated

repairs are to re-glaze the bathroom tub, change out the vanity & faucets, repair crack in the basement wall, and possibly replace flooring. Estimates pending. Lawn clean-up planned for week of August 1. Nick McGeehon has been selected to be the real estate agent. Estimated price for the house is mid \$300,000.

Parking lot repairs scheduled for a total cost of \$17,600 funded by the operating expense budget. West lot-French drain and mill & patch; southeast lot-sink hole repair; Northwest (upper) lot is sliding to the east. A concrete curb to be installed on its east edge. Upper lot also needs some landscaping.

Capital improvements update sent out to congregation via Enews, email and mailer. New patio has labyrinth. Furniture will be Facebook Marketplace finds

### **Ministry and Leadership** (Pastor Jim)

Annual Conference—Held in Branson, MO with the theme, Greater Things: Spirit-Led Innovation. The number of districts in the Missouri conference was reduced from 9 districts down to 5. The 2023 Annual Conference will be in St. Charles and Jim will be ordained as elder.

Communications—The church website will be overhauled to include more visuals. The Preschool website can be accessed on the church website and also now at preschoolstl.org. The preschool website will have brighter colors and more pictures of kids.

Preschool 2022-2023 Budget—Circle of Friends Preschool operates as its own entity. This past academic year, post-pandemic, 115 children were enrolled. Last year during the height of the pandemic enrollment was just shy of 80. This year so far over 100 have enrolled for the fall school year. Some new parents chose COF because they were impressed with the implemented Covid protocols.

The Preschool Annual Budget for school year ending June, 2022 had a deficit of \$9,736. The YTD Actual had a surplus of \$41,521. It is anticipated that the 2022-2023 academic year will end with a \$1,189 surplus. Some funds will go to deferred maintenance.

- 2022 summer programming has been very successful and Melody wants to offer more programs next summer.
- All staff positions will have raises for next academic year.
- The music program will continue with one music teacher and hopefully the second music teacher will be brought back.
- Equipment in Administrative expenses.

- Increase budget for subs.
- New logo was designed and new preschool merchandise will be available.
- Tuition went up for the 2021-2022 academic and will stay the same.
- Over \$100,000 in reserve.

George moved to approve the preschool budget, seconded by Ali. Motion carried.

**No New Business or Ministry Highlight**

**Closing Prayer** Linda prayed us out.

**Adjourn** 4:50 pm

Next Meeting: August 28, 2022

Room 141 and Zoom, 3-5pm

Secretary: Kristi Devotional: Kim Closing Prayer: June

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CLOSED SESSION

Motion to move into closed session to discuss Human Resources topics. Motion made by George, seconded by Izzy. Motion carried. Ali stepped away during HR portion.

Topics discussed:

- PT Director of Congregational Care
- PT Director of Social Justice
- 2023 Staffing Conversations

Motion to end closed session made by George, seconded by Kim. Motion carried.

For confidentiality reasons Jim asked that the following topic also be retroactively put into closed session. Sue made the motion, Kim seconded. Motion carried.

- Manchester Athletic Association Partnership