Chamblee First United Methodist Church

Administrative Board Meeting

April 21, 2021 7 pm

**Opening and Welcome Leslie Hall**

**Prayer Concerns and Opening Prayer Rev. Stacey Rushing**

**Approval of February 16, 2021 Minutes Leslie Hall**

* Motion Carson Powell /Second Ann Hammond, approved as amended

**Introduction of new staff**

* Erin Wingerson, Director of Children’s Ministry
* Dennis Muzahuzi, Director of Youth Ministry

**Spiritual Formation/Leadership Development** **Rev. Lee**

**Those attending the meeting were:**

Becky Craven

Russ Dunlap

Scott Gillispie

Sheila Gillispie

Leslie Hall

Ann Hammond

Les Hammond

Jacob Hinckley

Whitney Johnson

Eric Lee

Susan Montgomery

Liesa Nichols

Ken Owenby

Scott Pirnie

Carson Powell

Dawn Powell

Stacey Rushing

Leonard Salley

Lynda Salley

Jennifer Teahan

Brad Van Duser

Polly Van Duser

Lynn Johnston

Erin Wingerson

Dennis Muzahuzi

Allen Barbee

Ben Ward

Ian Gatland

Dana Jenkins

**Reports**

**Staff Parish Relations Polly Van Duser**

* Announcement Sunday – announced reappointment of Rev. Eric Lee and Rev. Stacey Rushing
* Hope to celebrate in June
* Celebration – we are currently fully staffed
* Please recognize/thank staff for all they do
* Celebration for PMO/CMK team in planning stages (Dawn Powell leading)

**Finance Whitney Johnson**

* Reports thru March provided
* April 7, 2021 1st round of PPP was forgiven $169,200 total (Kindergarten/Church)
* Approved for second round of PPP $167,800
* Pledged giving is ahead YTD (~$12k ahead)
* One unexpected expense for HVAC $6700, covered by generous donor
* 2021 Budget – still developing, we are working off of 2020 framework as a guide, will present for approval at June meeting

**Trustees Scott Gillispie**

* “Find ways to say yes”
* Fixing drainage in courtyard is top of mind, necessary for replacement of carpet in Fellowship Hall
* Georgia Power on campus to clean up/trim trees, thank you Gene and Les
* 2 water fountains are currently out of order, repair quotes received, repair approved to move forward, investigating cost retro fit of bottle fillers
* Scout Hut improvements in discussion
* Youth would like to discuss opportunities to maximize areas on the campus such as the sand volleyball, gaga pit
* Discussions/proposal pending about an outdoor pavilion to be built outside kitchen area, planning 2021, build 2022, ~$75-100k
* Temporary shelter approved and ordered from Costco 12 x 20 ~$3k funded by Men’s group, can be moved once permanent pavilion is underway
* Reminder to involve Jacob in any plans to utilize facilities

**Lantz Trust Russ Dunlap**

* Met with Methodist Foundation – presented with way to set up an endowment
* Recommended way is to take the training with the Methodist Foundation, 12-part training and learn how to set up the endowment, goal to be ready for
* Church to fund $5k to open and kick off formal endowment process, the $5K will be put into the fund after the training is complete.
* Motion presented for approval to move forward, using $5k from the Lantz trust account to move forward with training to set up endowment (with the remaining Lantz Trust funds) and reorganization of Lantz Trust into a formal committee (new name TBD), recruit new members stepping off via Nominations Committee, funds to be managed by Methodist Foundation
  + Motion to move forward by Les Hammond, second by Becky Craven
* $139,579.99 in the account currently

**Cemetery Les Hammond**

* No report

**Foundation Les Hammond**

* No report

**Pastors Report Rev. Lee**

* Celebrations - Hooding of Dr. Rev Lee May 6
* Celebrations - May 24th Abby graduates from college, Jake form HS
* Annual Conference, virtual June 3-5th
* General Conference has been postponed indefinitely
* Bishop’s webinar – what it means to make room at the table with everyone

**New Business**

* Simplified Board team continues to meet - Leslie
* Communications – Ben Ward provided update
  + Reach out to Ben with any feedback, ideas, concerns
  + Website – launched end of February 2021
    - Added Call to Action which is a great way for people to contact the church
  + Social Media – always trying to engage and promote ways to connect
  + Email – Weekly on Wednesday and Saturdays (Top 3)
  + Can send printed documentation as needed
  + Great analytics to help constantly refine communications
* Gym updates – no new updates
* Return to campus –Eric - survey results about 120 respondents, 75% ready to attend in person in May if in-person service where held, following all procedures and protocols in place, will need people to step up and serve in new ways, it is the intention of the Admin Board to return to in-person worship indoors in May while continuing to stream services

**Roll Call**

**Closing Prayer/Dismissal Leslie Hall**