



Management Board Minutes – February 27, 2018

Management Board Members in Attendance

Amanda Peterson Beadle	Noel Bravo
Leigh Carter	Matt Hansen
Nick Jessee	Sam Kilpatrick
Doug Steele	Samantha Sweeney
Gwen Williamson	

Staff and Observers in Attendance

Ginger Gaines-Cirelli, Senior Pastor	Dawn Hand, Executive Pastor
Elder Wellborne, Strategic Communications Ministry Team Representative	Tracy Collins, Beaumont Working Group and Personnel Committee Representative

Consent Agenda

- Adoption of the January 2018 minutes;
- Ratification of Actions Taken by Written Consent;
 - Budget Adjustment for Clergy Position; and
 - Annual Conference Lay Delegates Approach/Slate;
- Signatory resolution: Full Authority and Investment Authority.

Board Resolution. All items above approved without dissent.

Facilities and Operations Committee

Report submitted.

Highlights...

JCCC –Lease being drawn up by our attorney. Foundry staff will always open and close the building and one Foundry staff person will be present will be

present at all times it is open. Rent and other terms will all come back to the Board before final approval.

MPII – MPII is asking the Finance Committee to take up the debt issue. Upon due date for the debt, should we re-finance? Etc.? In looking at budget for MPII...they didn't meet their goal and they cut the debt-reduction portion of the budget. Where do people weigh in on this if they are not comfortable with balancing the budget by cutting the debt reduction? MPII needs to come back with a request that looks at this more holistically.

Treasurer's Report / Finance Committee

Finance Committee gave Finance/Administration staff a break on producing financial statements for January. Lots going on for them.

Highlights...

Finance Committee talked about debt reduction, but also talked about building use revenue and setting 50% (?)aside for debt reduction. Do we think about re-finance of mortgage sooner rather than later? Statistical report was sent to BW Conference, and the estimated increase was a lot. EP and Matt Hansen (Chair) have looked at the underlying data on which apportionments are made and it is likely our apportionment estimate will change (downward).

The Nominating Committee

The proposed slate to be voted on during the March church conference is the following:

- Ann Brown Birkel
- Tracy Collins
- Jan Lawrence
- TC Morrow
- Guy Cecil

Alternate Delegates

- Nicholas Beadle
- Jay Gilliam

- Andrea Johnson
- Kerry Kidwell Slak
- Alison Kramer

Board Resolution. The Board voted without dissent to approve the delegates presented. The Board voted unanimously with one recusal (Amanda) to approve the alternate delegates.

Audit Committee

Field work scheduled for April.

Governance Committee

Goal is to articulate Management, Strategy, Discernment and Oversight policies. Governance will be meeting soon to compare all their notes and comments of their review of existing policies.

Staff/Clergy Report

Report submitted.

Highlights...

- Attendance on sharepoint;
- Lots of personnel on-boarding;
- Will is contacting first-time visitors;
- Members of congregation stepping up for special music;
- We need more people to step up for Children's Ministry;
- Staff is hustling, and Ginger pleased at how they are managing the transitions and morale is good;
- Ginger reminds us that this is not the final design of staffing. We are looking at three-five years, and then go to next level. Goal is not maintenance. The goal is nurturing growth;
- Ginger wanted us to be mindful that Board and lay people are involved in all these hires, and to remember boundaries;

Personnel Committee

Report submitted.

Highlights:

- Hires and Searches underway;
- Different members are working on various tasks...
 - o On and Off-boarding;
 - o Performance Management, but need more strategic vision/direction;
 - o Charter;
 - o Senior Pastor PD;

Board Resolution. The Personnel Committee formally requests that the Board have strategic goals set by September 30, 2018; The Board approves with one dissent.

Strategic Matters

- Dual Hat Policy;

Proposed New Section for Foundry UMC Employee Handbook

– Adopted by the Management Board on February 27, 2018, with edits made by the Senior Pastor, as reflected below

Dual Status as Foundry Employee and Congregant. For purposes of this section, the term “employee” refers only to Foundry staff members that are not clergy.

Foundry UMC employees are not required or expected to join Foundry as members or to otherwise participate in the life of the congregation. In fact, this dual status can be challenging because employees are legally required to prioritize their staff role over their congregant role. This mandatory prioritization, together with challenges that can arise when a clergy member acts as both supervisor and pastor to a Foundry employee that is also a congregant, may create confusion, role conflicts and/or legal risks that are not in the interest of the employee or the church.

To avoid these challenges, the following policies govern employee participation in congregational activities:

1. Employees will not be compensated for attending congregational activities at Foundry unless that attendance is required by their supervisor. When required to attend such activities, employees must wear their official name tags and will participate in fulfillment their official role, not as a congregant.
2. Employees who choose to attend congregational activities outside of their official duties should not wear their official name tag during any activity and should refrain from conducting official

business or responding to official requests during the activity.

3. Employee relationships with clergy should remain within the bounds of the applicable official position descriptions and reporting relationships.
4. The development of a **primary** pastoral relationship between a Foundry clergy member and an employee that he or she supervises should generally be avoided.
5. Supervision is an essential part of both staff and organizational development; it is built around a professional relationship. Supervisory relationships, as distinct from pastoral, personal, or social relationships, should primarily involve exchanges about work that concentrate on performance development (identifying areas of strengths and weaknesses so as to promote the employee's professional development as a professional person) and related to the accountability of the employee to Foundry. Supervisory relationships should not concentrate on the pastoral care of the employee.

Board Resolution. Dual Hat Policy approved with the edits requested by the Senior Pastor, with one dissent.

ACTION ITEMS:

- We will revisit boundaries between Board and staff at retreat.
Volunteers want to be helpful, but appropriate;
- Dawn and Matt will re-visit the apportionment base-line;
- Annual Report timeline reset; due to Foundry for publication on May 15;
- Attend quarterly forum on Thursday if you can;
- Congregational survey results should come to our June meeting;
- Set strategic priorities!
- Staff will look into doing a strategic plan, and our budget for 2019 should reflect that vision;
- Sam will bring "Last Supper" to Beaumont WG meeting;
- Board Retreat, April 14. At least come to the retreat with some early ideas on goals;
- Thursday, March 22nd is our next meeting;
- In-Coming Pastor meeting Saturday, May 12th;
- Ginger will look into asking Malcolm to our retreat as well;

Closed session began at 9:05 p.m. and ended at 9:30 p.m.

Respectfully Submitted,

Leigh Carter

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Secretary