

Holy Trinity UMC
Core Team Meeting Minutes
08/15/2022

Core Team Members:

Present: Deanna Hawkins, Tanya Alemu, Collan Zehnder, Paula Green

Absent: Pastor Chad Gilbertson, Jeff Erlandson, Brad Wahl, Lynnette Dobberpuhl, Carol Ottoson

- **Night to Unite Report**

Deanna: Unfortunately, we had a heat warning on the night of August 2nd. We ended up grilling hot dogs, but then serving all food in the fellowship hall. Without activity in the parking lot, we did not catch the attention of people in the neighborhood. Chad had handed out invitations in the neighborhood the week before, and we did have 6-8 neighbors attend as well as some other guests invited by members of the church. Overall, with volunteers, we had 30-40 people attend.

- **Children Youth Families Update – Lynnette absent**

- VBS Report: The team noted they had seen pictures from VBS on social media. Collan said that Heather thought it was a successful event.

- **Future Proposals to Core Team**

Deanna: Met with Chad after the July Core Team meeting to debrief re: the discussion re: flags and agreed that we need more structure around such discussions in the future. We wish to maintain full transparency to the congregation and welcome all to come to the Core Team with their proposals/requests. Chad suggested that, once we are trained on the “respectful conversations” process in October, it would be good to use similar protocol to ensure all participants have a chance to be heard without others talking over them. The Core Team chair would also outline protocol to our guests at the beginning of the discussion – what is to be discussed, the respectful conversations process, dismiss the guests for Core Team members to discuss, and those eligible to vote take the vote. In order to ensure consistent communication to the full congregation, we agreed we could verbally share the results of the vote. If guests want to see meeting minutes, they can get them from the office or the church web site after they have been documented and approved by the Core Team. There was some discussion about the initial proposal via email. Some felt that the content of email discussions among the Core Team members should not be shared outside the Core Team so that all feel free to ask questions and offer ideas. Official discussion and vote results are captured in the meeting minutes, which are available to all. Deanna noted that, going forward, any time the Core Team approves a motion via email, that decision should be captured in the subsequent meeting minutes. All agreed that we would personally reach out to the guests who attended the July meeting if there is any concern about strained relationships. All acknowledged that this will not be the last discussion among members with differing opinions, and we must all try to discuss respectfully to ensure we don’t damage relationships among our congregation.

- **Finance Team Update – Jeff absent**

- Deanna noted that the Finance team is meeting on 8/25/22. The intent is to review the year-to-date financials and provide a report out to the Core Team with recommendations in September. Deanna noted that we have budgeted for a \$30K deficit for all of 2022, and we are already at \$29K at the end of July. Further analysis will be done to determine what is driving the year-to-date deficit (reduced giving and/or increased expenses).

- All agreed that the agenda for the September Core Team meeting will be to have the Finance Team present the financial status, and then have the Core Team discuss options and make decisions. We are not able to defer decisions any longer.
 - Jeff and Kelly are researching whether HTUMC is eligible to claim the Employee Retention Credit from the CARES Act.
 - Collan has asked the Trustees to request an estimate to install shower(s) in the parsonage, so we can determine whether to pursue renting the parsonage as another revenue stream. Given the
- Bread Oven Ministry – Tanya
 - Tanya: BOM Team to meet in the coming week. Will discuss the repairs needed to the bread oven.

Reminders:

- Next meeting: September 26th in-person

Core Team Corner

The Core Team met on August 15th. Highlights of the conversation include:

- The team agreed on a more structured approach to handling requests/proposals from members of the congregation. With a focus on full transparency, all members of the congregation are welcome to attend Core Team meetings. When a request/proposal is brought to the Core Team, the Chair will explain the process to include:
 - o Gathering clear description of the request/proposal
 - o Facilitating respectful conversation among all attendees, providing every person in attendance a chance to speak without interruption
 - o Voting by the Core Team members
 - o Communication of the outcome of the discussion/vote
- A financial review shows a net deficit year-to-date of about \$29,000. The budgeted deficit is \$30,000 for the full year. The Finance Team is to meet on August 25th. Will review analysis of the case of the higher-than-expected deficit and provide reporting to the Core Team for discussion and decision-making in the September Core Team meeting.
- The agenda for the September 19th Core Team meeting will focus on the financial status and options for getting to a balanced budget by January.

Visit the website at: <https://htumc.org/core-team/> for full meeting notes. The next Core Team meeting is scheduled for Monday, September 19th at 6:30 pm.

Holy Trinity United Method Church 2022 Actual to Budget July 31, 2022

	<u>2022 Budget</u>	<u>YTD Actuals</u>	<u>July Actuals</u>	<u>Year to Date % of Budget</u>
Operating Income				
Pledged	235,000	132,029	17,393	96.3%
Regular Unpledged	15,000	5,574	(1,148)	63.7%
Other One-Time	-	-	-	-
Total Income	<u>250,000</u>	<u>137,603</u>	<u>16,245</u>	<u>94.4%</u>
Operating Expenses				
Administrative and Salaries	102,400	58,145	8,239	97.3%
Pastoral Ministries	103,600	60,666	8,587	100.4%
Apportionments	30,000	16,807	2,401	96.0%
Property and Maintenance	39,000	26,106	1,840	114.8%
Other	5,000	4,988	1,396	171.0%
Total Expenses	<u>280,000</u>	<u>166,712</u>	<u>22,463</u>	<u>102.1%</u>
Net Operating Income/(Loss)	<u>(30,000)</u>	<u>(29,109)</u>	<u>(6,218)</u>	<u>166.3%</u>