

**Leadership Team, Mount Comfort Church, Inc.**  
**June 13, 2023**

**Champions of Who We Were | Representatives of Who We Are | Leaders of Who We Are Becoming**

**Present, Leadership Team Members:** Sandy Abel, Ron Arthur, Mary Ann Crisman, Sandi Hudson, Megan Jones, Kathy Lee, Reverend Ethan Maple, Marcia Piercy, Chris Sexton, Tim Waymire, Kristy Wilhelm. **Also Present:** Annie Dawson, Becky Holm, Jeff Janiszewski, Crystal Maple, Shawn Matney, Roger Skinner. **Absent:** John Bundy, Ashley Litton, Deric Roberts, Jim Winter.

**LOVE & LEARN** – Rev. Ethan Maple opened the meeting at 7:00 p.m. Pastor Ethan shared from scripture Romans 12:6-13. He welcomed newly elected Board of Director members Annie Dawson, Becky Holm, and Roger Skinner, who begin their term July 1. He thanked retiring Board of Director (Leadership Team) members Sandy Abel, Ron Arthur, and John Bundy for their service, and then offered prayer.

**LEAD**

**Affirm Email Approvals** By consensus, team members affirmed the following email approvals.

April Minutes Approval – The team affirmed the approval of the April 11, 2023, Leadership Team minutes.

Van Purchase – The team affirmed the approval of the purchase of a 2020 Ford Transit 350 Van for use by Student Lighthouse Ministries and Joyful Days Preschool and Childcare, with the flexibility to be used by other ministries, at an estimated cost of \$40,000-\$50,000, paid with an equal split from the Joyful Days restricted fund and the Rainy Day restricted fund.

NVR Replacement – The team affirmed approval for replacement by SandTec Security of two 16 Channel NVR 16 port POE 4TB Hard drive Dahua Systems at a total cost of \$2,851.98 for FLC security cameras, paid from the Joyful Days Restricted account.

Lighthouse Student Ministry T-Shirt Purchase – The team affirmed approval to purchase new T-shirts for the Lighthouse Student Ministry participants at a cost of \$533 paid from Discipleship Restricted Acct.

**Credit Card Increases**

Pastor Ethan reported the following temporary credit card limit increases were approved in May: Ethan Maple, \$2,500 to cover shipping container costs, and Mary Ann Crisman, \$2,500 to cover youth mission trip costs.

**By the Numbers**

Financials – Church Income/Expenses for May

Mt. Comfort Church May Income/Expense | \$31,683.46 - \$36,299.66 = (\$4,616.20)

Joyful Days May Income/Expense | \$40,615 - \$33,686.04 = \$6,928.96

**General Fund Balance = \$44,682.29 | Joyful Days Balance = \$19,244.70**

Restricted Accounts: Discipleship = \$23,592.60 | Missions = \$18,808.53 |

Facility = \$65,918.97 | Rainy Day = \$94,880.33 | Joyful Days = \$186,349.21

**Attendance -- Philly/MtC = May 7 – 42/101 | May 14 – 47/120 | May 21 – 44/93 | May 28 – 33/89**

May Worship Average: Philly Campus: 41.5 | Mt. Comfort Campus: 100.75 | Combined Average: 142.25.

**Discussion Items**

Calendar Review/Upcoming Events – On July 30 Mt. Comfort Church (MCC) will have a combined worship service at the Mt. Comfort Campus (MtC) followed by a Back-to-School celebration and meal. Every second Sunday, starting in July, a women's gathering time will take place in the MtC Fellowship Hall, with a pitch-in lunch and a time to work on individual crafts. The Summer YMCA program is meeting at MtC throughout the summer, M-F, and approximately 50 children are enrolled.

Project Updates & Upcoming Needs – The MtC Family Life Center (FLC) Front Lawn Entrance is completed with the addition of a door to the front lawn and a concrete pad. New HVAC units were installed in the MtC FLC. Critter Control removed raccoons that had gained entry into the MtC attic. Fellowship Hall at MtC has been painted. Upcoming projects: Philly campus church roof replacement --- \$76,000 quoted for entire roof; \$46,000 for portion of roof. MtC parking lot – \$210,000 for entire parking lot; \$70,000 for a section. FLC lobby painting. Handicap accessibility MtC, estimated at \$5,000 per door entry. Open Path for Philly Campus – need quote. MtC bathrooms upgrade.

Joyful Days—The Director's report was emailed to team members prior to the meeting.

Playground Upgrade – Crystal Maple explained the playground expansion and upgrade, at a cost of \$25,000 with the addition of an infant and toddler sections, new equipment, and special mulch. Marcia Piercy moved, and Sandy Abel seconded approval of the Joyful Days playground project to add an infant section, a toddler section, remove pea gravel, add playground mulch, and purchase equipment at a cost of \$25,000 paid from the Joyful Days restricted account. The motion carried.

Water Play -- Marcia Piercy moved, and Mary Ann Crisman seconded an expenditure of \$700 from the restricted fund for water toys and equipment for summer play, paid from the restricted account. The motion carried.

Tuition Increase – Marcia Piercy and Crystal Maple presented information regarding hourly staff pay and tuition with comparisons to local childcare centers. Marcia Piercy moved approval of a \$20 per week increase in tuition for all age level groups, phased in with a \$10 increase in August 2023 followed by a \$10 increase in January 2024. Kristy Willhelm seconded, and the motion carried.

Hourly Wage Increase -- Marcia Piercy moved to increase staff hourly pay as follows, effective in August 2023: \$14/hr. [non Child Development Associate (CDA)] and \$15/hr. (CDA or Early Childhood Education degree) and \$12.50/hr. for assistant teachers. Chris Sexton seconded, and the motion carried.

The Comfort House – Where are we? What's next? – Pastor Ethan reported the progress of The Comfort House renovation. An Open House is set for Sunday afternoon, June 25, for people to see the progress, and to write prayers and scriptures on the drywall, prior to finishing. A Comfort House workday will be scheduled in July or early August to landscape. Currently, the project is on schedule for contractor work to be completed in August, furnishing completed in September, and ready for occupancy in October 2023.

Van Policy & Procedures – The team discussed the most important things to include in the church van policy and procedures. Who can drive? Pastor Ethan explained insurance dictates driver requirements: 25 years of age or older and approved by the church, clean driving record for five years minimum, and noted that a ticket for cell phone usage while driving is a major infraction. While a chauffeur's license is not required, we may want to require that for church van drivers. Other suggestions included scheduling procedures, van maintenance and upkeep, permission slips, seat belt use. It was suggested that the Discipleship restricted fund be designated for van expenses. Kristy Willhelm moved that \$5,000 be designated for van maintenance and expenses in the Discipleship fund. Ron Arthur seconded, and the motion carried. Chris Sexton moved, and Sandy Abel seconded the approval of the following van-related expenses to be paid from the Discipleship fund: extra van key fobs, floor mats, registration, and title. The motion carried.

Worship Internship Proposal – Jeff Janiszewski presented the proposal previously emailed to team members for hiring a worship intern for 10 hours/wk. at a salary of \$250/month. This position would be under the direct supervision of the worship leader and would begin in October and added to the MCC budget. Mary Ann Crisman moved, and Sandy Abel seconded that the position of Worship Intern be added to the church budget at \$250/month for nine months, beginning October 2023 and offered to Noah Maple. The motion carried.

501(c)(3) Status – Pastor Ethan reported on the options for hiring an attorney to assist Mt. Comfort Church, Inc., in filing for 501(c)(3) designation by the Internal Revenue Service. A meeting is scheduled for June 27 with a legal group to discuss. Estimated cost for services is \$3,000 - \$4,500.

### **For the Good of the Church**

The bottom oven door in the MtC kitchen needs replaced, due to damaged glass. Mary Ann is gathering estimates for repair.

Pastor Ethan is consulting with Fairview Church, which recently disaffiliated from the UMC. The Indiana Conference of the UMC approved 174 disaffiliations last week, which now total 330 in Indiana, a little over one-third. Pastor Ethan announced he is going to run for election to the New Palestine Town Council.

Jeff Janiszewski reported the Lighthouse Student Ministry's need for a computer and a docking station at a cost of approximately \$1,400, plus an annual subscription for the presentation software, ProPresenter. He noted this equipment could also serve as back-up, should anything happen to the worship team's equipment. Ron Arthur moved, and Sandy Abel seconded an expenditure of an estimated \$1,750 from the Discipleship fund for the purchase of an iMac computer, docking station, and ProPresenter software for use in the Youth program, and to be stored in the office of the Discipleship Director. The motion carried.

Approved by consensus – To allow the newly elected Leadership Team members to remain in the meeting for the Personnel Conversation.

**Personnel Conversation** – Staff and visitors were excused from the meeting so that the Leadership Team could discuss personnel. Team members reviewed a proposal to make the position of MCC Worship Leader a full-time position with added compensation. After considerable discussion, Ron Arthur moved, and Chris Sexton seconded that the position of Mt. Comfort Church Worship Leader would continue to be part-time, and some adjustments in current compensation would be made and offered to the person currently in that position. The motion carried.

With no further business to conduct, the meeting was adjourned with prayer at 9:49 p.m.

The next meeting is set for July 11, 2023.

Respectfully submitted,

Sandra Hudson, Recorder