

**Leadership Team, Mount Comfort Church, Inc.**  
**July 11, 2023**

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

**Present, Leadership Team Members:** Mary Ann Crisman, Annie Dawson, Becky Holm, Sandi Hudson, Megan Jones, Kathy Lee, Ashley Litton, Reverend Ethan Maple, Marcia Piercy, Deric Roberts, Chris Sexton, Roger Skinner, Tim Waymire, Kristy Willhelm, Jim Winter. **Also Present:** Shawn Matney. **Absent:** None.

**LOVE & LEARN** – Rev. Ethan Maple opened the meeting at 7:03 p.m. Pastor Ethan led discussion on the article, “8 Priorities of a Healthy Church” by Karl Vaters, followed by prayer.

**LEAD**

**Affirm Email Approvals** – By consensus, team members affirmed the following email motions, which were approved by a majority of Leadership Team members in email voting.

**June Minutes Approval** – The team affirmed the approval of the June 13, 2023, Leadership Team minutes.

**Handicap Accessible Door** – The team affirmed approval of a quote of \$5,258.50 to add ADA handicap accessibility to the Mt. Comfort Campus (MtC) Sanctuary/Office Door with the funds to be taken from the Rainy Day restricted account.

**Missions** – The team affirmed approval of \$200 to be paid to the YMCA fundraiser from the Mission Restricted account. Note: We did not expend this money, as the YMCA met its goal without this support.

**Zoning Variance** – The team affirmed approval to retain Bill Niemier to submit Mt. Comfort Church, Inc.’s application for a zoning variance for the shipping containers to be repurposed as storage units at the Philly campus, at an estimated cost of \$1,500, which includes legal and filing fees and legal advertising, payable from the ARPA grant. Note: Subsequent to this approval, Bill Niemier offered to provide his legal services pro bono.

**Election of Officers** – The Board of Directors elect new officers each July. Jim Winter moved, and Roger Skinner seconded the nomination of Deric Roberts for president, and the motion carried. Megan Jones moved, and Annie Dawson seconded the nomination of for Kathy Lee vice president, and the motion carried. Roger Skinner moved, and Becky Holm seconded the nomination of Sandi Hudson for secretary, and the motion carried. Deric Roberts moved, and Annie Dawson seconded the nomination of Beth Arthur for treasurer, and the motion carried.

**Credit Card Increases**

Pastor Ethan reported the following temporary credit card limit increases were approved June 28, 2023: Ethan Maple, \$10,000 for Comfort House fixtures and furnishings; Mary Ann Crisman, \$5,000 for youth mission trip costs; and Justin Croft, \$2,500 for youth mission trip costs.

**By the Numbers**

**Financials** – Church Income/Expenses for June

Mt. Comfort Church June Income/Expense | \$33,314.56 - \$37,864.15 = (\$4,549.59)

Joyful Days June Income/Expense | \$30,979 - \$42,456.92 = (\$11,720.38)

**General Fund Balance** = \$32,032.42 | **Joyful Days Balance** = \$12,244.55

Restricted Accounts: Discipleship = \$18,592.60 | Missions = \$18,602.90 | |

Facility = \$65,918.97 | Rainy Day = \$94,880.33 | Joyful Days = \$180,500.19

**Attendance -- Philly/MtC** = June 4 – 50/117 | June 11 – 41/94 | June 18 – 43/112 | June 25 – 35/95

**June Worship Average:** Philly Campus: 42.25 | Mt. Comfort Campus: 104.5 | Combined Average: 146.75

**Discussion Items**

**Facility Projects/Maintenance**

**Open Path** -- Jim Winter moved, and Deric Roberts seconded to add OpenPath electronic/digital building access to the Philly Campus, quoted by The Flying Locksmith at \$3,335 in order to make the eastside (Vine St.) door accessible via OpenPath, paid from Campus Updates in the Facility Restricted account. The motion carried.

Roof Replacement – Jim Winter moved, and Ashley Litton seconded approval for roof replacement at the Philly Campus church by Frey Construction at a cost of approximately \$43,000 with the "ice & water shield" underlayment over the sanctuary; funded with the \$4,300 previously set aside as "Mt Comfort Roof Replacement" and then split the remaining (approximately \$38,700) equally between the Capital Improvement and the Rainy Day fund. The motion carried.

Mt. Comfort Campus Parking Lot – Ashley Litton moved, and Chris Sexton seconded approval for Mt. Comfort Campus parking lot patching, cleaning, and striping by E & J Asphalt at a cost of \$17,500, with the cost split equally between the Joyful Day and the Rainy Day restricted accounts. The motion carried.

HVAC – Pastor Ethan reported HVAC problems at the MtC with the Fellowship Hall unit and the Family Life Center NE hallway unit. Contractor Right A Way will inspect them and give an assessment of what is needed.

Restroom Renovation – MtC restrooms in Building One (Sanctuary side) need attention.

Bats – Bats have returned to the Philly Campus church building, and Critter Control will eradicate them.

Tree Problem – The consensus was to give Julian Marshall permission to remove tree and bushes close to the Family Life Center at the MtC which have become a nuisance (providing raccoons access to the roof and promoting moisture accumulation on the foundation).

Surveillance Camera Signs – Signage will be added by the AC units at the Mt. Comfort Campus, as there was suspicious activity recently and the potential of copper theft from the units is a concern.

Pastor Ethan updated the team on various needed repairs and recent projects.

#### **Other**

501(c)(3) Application – Jim Winter moved, and Deric Roberts seconded approval to hire John P. Cook & Associates for legal/CPA services to assist Mt. Comfort Church, Inc. in submitting its application to the IRS for 501(c)(3) status, at an estimated cost of \$5,000 - \$7,000, paid equally from the Rainy Day and the Joyful Days restricted funds. The motion carried.

Church Van Policies – Mary Ann Crisman presented a draft of Mt. Comfort Church Van Policies, and Leadership Team members gave suggestions for added details to include. She expressed her appreciation for the recent purchase of the church Ford Transit van, as it was used for the recent youth mission trip.

Comfort House – A workday for landscaping at the Comfort House is scheduled for Saturday, July 15. Appliances and furnishings will soon be arriving, and community partners have been generous with discounts for these purchases. A community day open house is planned for September, and the Comfort House should be ready for use in October.

Upcoming Events/Activities – The Back-to-School celebration is set for Sunday, July 30, after a combined worship service at the MtC, which will include youth reporting on the recent mission trip and Joyful Days preschool students' graduation. Ten women attended the Sunday afternoon work time for crafts and pitch-in, which will continue to meet monthly at the MtC Fellowship Hall.

Joyful Days—The Director's report was emailed to team members prior to the meeting. It was noted that the negative balance on the financial report was due to a three-week pay period, staff training expenses, and family vacations.

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

Deric Roberts moved, and Becky Holm seconded the addition of Roger Skinner as a signatory for church financial business, and for him to be granted permission to access the church safe. The motion carried.

With no further business to conduct, the meeting was adjourned with prayer at 8:29 p.m. The next meeting is set for August 8, 2023.

Respectfully submitted,

Sandra Hudson, Recorder