

Caldwell Methodist Church
Board of Stewards Meeting Minutes
Monday, February 13th, 2023

BOS ATTENDEES: Pastor Kevin McMachen Mark Telg – Chair Tommy Griffin
Monica Odenbach Bridget Ingram Ron Olive Mary Ann Baron
Becky Aldridge Brad Blaha Stu Chapman

Visitors – Dawn Bowers

CALL TO ORDER: Mark Telg – Chair - called the meeting to order @ 6:05pm.

OPENING PRAYER: Pastor Kevin McMachen

OPENING COMMENTS: Steve Ingram was set up in Fellowship Hall to take pictures of the Board of Stewards to be placed on the new church website. Pastor Kevin gave us an update on the Planning Center Online software the church is beginning to use as a communication tool.

Dawn Bowers presented ideas and suggestions from the newly formed “Welcome Team”. Suggestions BoS approved to proceed with: research to determine feasibility of having music playing throughout the church, continue/expand the Sunday morning team of greeters, improve signage inside and outside the campus as well as around town, Pastor Kevin to begin monthly orientation of new members in the Fellowship Hall on the 2nd Sunday of each month, and Welcome team to lead the Launch Party set for February 26th. Welcome Team to begin researching options for installing kiosks to be used for visitors, church members, etc. as a communication tool that integrates into the Planning Center software.

Mark Telg presented Mary Ann Baron as nominee for BoS Secretary. Motion made by Bridget Ingram to accept nomination of Mary Ann Baron to the Board of Stewards Secretary position, seconded by Tommy Griffin. Motion passed unanimously.

SPRC: Jesse Novak has accepted the part-time position of Director of Youth Ministry effective February 9th, 2023. Jan Maddocks will now serve as Director of Children’s Ministry to include supervision of the Nursery Department and Director of MDO. Rebecca Fiedler has accepted Multi Media Specialist/Communications Director part-time position effective late March.

TRUSTEES:

1. Membership Committee – Pastor Kevin and Bridget working on process available through Planning Center to capture new members. New Member certificates have been ordered to

- present to all new members. Process for capturing/reporting new members in alignment with GMC guidelines is being developed.
2. Church website project – Pastor Kevin has been working on new church website which will be revealed during 2/26 launch event. Work-in-progress website was previewed at meeting. Pastor Kevin requesting pictures to be submitted for any and all ministries of the church to the office via email.
 3. New church logo – 3 logo options were presented on several media platforms for the church body to vote for their favorite. Logo selected received over 83% of the church vote. 2/7/23 Email vote – Mark Telg made the motion to accept the majority selected logo during the church vote as the new church logo, seconded by Stu Chapman, and passed unanimously. Logo to be revealed at 2/26 launch event.
 4. Parsonage – Tommy Griffin – Board of Stewards approved via consensus to provide housekeeping service 2x monthly for the parsonage using current custodial service. Tommy Griffin to work on getting service started.
 5. Safe Sanctuary – clarification of Safe Sanctuary rules needs to be reviewed with new staff. Rules also apply to offsite events. Pastor Kevin to schedule Safe Sanctuary workshop for church members as soon as possible.

FINANCE REPORT:

1. Monthly financial report – Becky working to get approved name changes on all accounts completed and reports church tithing up significantly. Financial reports have already been emailed to the board.
2. MDO – Becky, Monica, Laura and Jan to work together to provide monthly financial information to the board. Jan Maddocks to work with Pastor Kevin’s contact Beth Johnson to determine feasibility of expanding current program and report back in March.
3. Budget Review – Becky requesting Town Hall meeting be set to review/approve updated 2023 budget.

OLD BUSINESS:

1. The SPRC section of the Board of Stewards notebook have been updated with Global Methodist terminology and references and were passed out at the meeting.
2. Correct disaffiliation paperwork has been received from UMC and legal paperwork to change church name has been filed with the state.

NEW BUSINESS:

1. Process for hiring new employees to be posted on church website.
2. Request received from Laverne Addison for a new hard copy of a church directory. Consensus approval to obtain directory.
3. New committee to be formed to research options for replacing church bus. Mark Telg to begin research.
4. Church Town Hall meeting set for March 26th @ 9:30 am (between church services).

5. Tommy Griffin to review emails concerning insurance costs and report to board if we need to explore other options.
6. Church by-laws and GMC Transitional Book of Doctrine and Discipline to be reviewed to determine eligibility of the name submitted for replacement of the Lay Leader BoS position and presented at March meeting.
7. Tommy Griffin visited with air conditioning company concerning leak in sanctuary earlier today. Minimal repairs needed and approved to be made to unit on the west side of balcony area. Options for improving air conditioning efficiency in sanctuary and office also being explored.
8. Request made by Pastor Kevin to purchase new laptop. Motion made by Bridget Ingram to purchase new laptop not to exceed \$1500, seconded by Tommy Griffin and passed unanimously.
9. Request from Pastor Kevin to obtain bids to upgrade campus Wi-Fi access and present to board at March meeting. Consensus approval.
10. Pastor Kevin reports 90 ordinands at the convening annual GMC conference on February 4th. Bishop Jones and Bishop Webb approved as official bishops of GMC. 1st Annual Conference of Eastern Texas GMC set for July 20–22 at Christ Church in College Station. REVIVE Children’s Camp at Lakeview set for June 4-9. REVIVE Youth Camp at Camp Buckner set for July 16-20.
11. Boy Scouts representative Pam Cantey is to remove items stored in CMC storage building.
12. Mark Telg requesting to move next BoS meeting to March 6th since Spring Break begins March 13th.

CLOSING PRAYER: Brad Blaha

Meeting adjourned by Mark Telg @ 08:36pm. Next monthly BoS meeting scheduled for **March 6th, 2023 at 6pm.**