

Agenda for Governing Board Meeting December 13th, 6:30 PM

All documents for meeting are placed on: <https://grantnewlifeumc.org/governing-board/>

Governing Board Members in Attendance:

*Absent members

Church Leaders	Trustees	Finance Committee	Nominating Committee
Milanda Taylor (Lay Leader)	Apryl Emmons (Chair)	Regina Filmore (Chair)	Sherry Newton (Chair)
Joey Croft (Pastor)	Rod Eddleman (Co/SPRC)	Susie Carnes (Co)	Kathy Giles (Co) ?
	Robert Godsey (GB Chair)	Keith Hamby (Sec)	Lana Bruno (Sec) ?

Others in attendance:

Opening Prayer

GB Business Meeting Agenda

- 1) Review, update & approve meeting minutes from:
 - a. 2022_11_15 New Life UMC Gov Bd
- 2) Lana - reviving our acolyte program
- 3) Regina – Update on Daycare Board
- 4) Committee Updates
 - a. Finance Committee update on budget/church funds
 - b. Trustees Committee
 1. Robert – Would like to recommend moving to LED bulbs and work on updating lights; starting with fluorescent fixtures, try to do a room once a month starting in Feb.
 - i. Starting with the infant rooms by the office.
 - ii. Questions, would there be any shared cost by the Daycare
 - c. Steering Committee
 1. Kathy – Update on Steering Committee
- 5) Discussion on next steps after disaffiliation.
 - a. Do we need a committee to over see this process.
 - b. Bylaws need to be reviewed and approved
 1. See updated bylaws by Rod on church website:
<https://newlifemethodistchurch.org/governing-board/>
Direct link: <https://newlifemethodistchurch.org/wp-content/uploads/2022/12/NL-Methodist-Church-Bylaws-rce-R0.docx>
 2. What will be the process for approving the bylaws for New Life
 - i. GB and Church to approve new bylaws
 3. Bylaws to be reviewed by the lawyers @ NCLL
 4. Need approved Bylaws given to Bank (First State Bank) for setting up account under New Life Methodist Church.
 - i. Could not get new signature cards setup at the bank until we give them a copy of our bylaws
 - ii. Request approval for the following changes at FSB for Signature Cards:
 - a. Checking & Saving Account:
 - i. Regina Filmore
 - ii. Susie Carnes
 - iii. Apryl Emmons
 - iv. Rod Eddleman
 - v. Robert Godsey
 - vi. Carol Godsey adding new
 - vii. Removing
 1. James Kuykendall
- b. Safe Deposits
 - i. Kathy Giles
 - ii. Susie Carnes
 - iii. Robert Godsey

Agenda for Governing Board Meeting December 13th, 6:30 PM

- c. Church Name changes and update signage by removing United Methodist Church and Symbol from New Life
 - 1. Stan and Apryl are working on updating current main church sign.
 - 2. Stan said he can remove the flame from the two main cross.
 - 3. Need to make a decision on how to handle the hymnals
 - 4. Need new envelopes for offering
 - 5. Rug at front door needs to be changed
 - 6. Need to check on signage in marble at the front door.
 - 7. Need new checks with new name after we get the banking changes made.
 - i. We are trying to keep same bank account number, the last time we talked they said we can keep the same numbers upon receipt of our bylaws.
 - 8. Need to get all accounts updated with new name
 - i. Updated accounts:
 - a. Waynes pest control
 - b. Alfa insurance
 - c. First State Bank (not 100% completed need bylaws)
 - ii. Places to change
 - a. Republic Services
 - b. The Hartford Insurance
 - c. Utilities
 - d. Phone & Internet
 - e. Credit card
 - f. Etc....(Admin will contact vendors)
 - 9. Email address how to handle
 - 10. Other signage or symbols that need to be updated around the church
 - 11. New church deeds
 - i. Take the Quitclaim Deed/s to court house send copies back to NCLL
 - ii. Will need to get new deeds from NCLL that will have to be filed
 - 12. At some point we will need to dissolve the corporation of New Life United Methodist Church Inc (future date) NCLL will work on this for us.
 - 13. Other changes that need to be handled at New Life
- 6) 185 2nd Ave East Grant, AL purchase completed. Need to get deed from bank and Chris Forsyth is to be out of the Storage build by 12/14/22
 - a. We need to inspect property
 - b. Do we want to have utilities turned on
- 7) Update Copier/Printer
- 8) Open Discussion and/or Outstanding Business.
- 9) Next GB meeting January 17th 2023 2 6:30 PM

Closing Prayer

Minutes for Governing Board Meeting November 15th, 6:30 PM

All documents for meeting are placed on: <https://grantnewlifeumc.org/governing-board/>

Governing Board Members in Attendance:

*Absent members

Church Leaders	Trustees	Finance Committee	Steering Committee
Milanda Taylor (Lay Leader)	Amy Emmons (Chair)	Regina Filmore (Chair)	Sherry Newton (Chair)
Joey Croft (Pastor)	Rod Eddleman (Co/SPRC)	Susie Carnes (Co)	Kathy Giles (Co)
	Robert Godsey (Sec)	Keith Hamby (Sec)	Lana Bruno (Sec)

Others in attendance: Glenda Mayo

Opening Prayer: Robert Godsey

GB Business Meeting Agenda

- 1) Review, update & approve meeting minutes from:
 - a. Regina made a motion to approve all the minutes listed below. Lana seconded. Motion passed unopposed.
 1. 2022_10_18 New Life UMC Gov Bd
 2. 2022_10_31 New Life UMC Gov Bd
 3. 2022_11_06 New Life UMC Gov Bd
- 2) Discussion about discernment steps and processes
 - a. Vote on November 16th
 1. We are no longer required to have member's names or signatures on the voting ballot.
 - i. Board members discussed whether we still wanted names and signature on the ballots. Board members decided to remove names/signatures from ballot; reverse side will have date and time. Back of ballots will be numbered. Ballots will be folded for privacy. Regina made a motion to make the ballot as described above. Keith seconded. Motion passed unopposed.
 - ii. We need to supply list of member names to Tom Parrish. Robert has the list. Kathy or Regina will check attendance on a church list for us to have as a record of those in attendance.
 - iii. Robert stated we set up a table in the Narthex and the voting will take place in the Sanctuary.
 - iv. Members will be checked off the list and given a ballot as they enter the sanctuary.
 2. Joey will open the New Life Church Conference
 - i. He will then turn it over to Tom Parrish
 - ii. We will vote, then the votes will be collected and counted
 - a. Ballots will be collected in offering plates.
 - b. Members may leave after they have placed their ballot in the offering plate.
 - c. Ask 2 volunteers of the congregation count.
 - d. We will have 2 board members to observe the count.
 - iii. Joey will announce the results
 - iv. We have been asked to do the following
 - a. Signed statement indicating that all existing debts, loans, and liabilities have been satisfied or transferred to the new entity.
 - i. We do not have any debts, loans, or liabilities.
 - ii. We just need to provide letter that any debt is transferred from 'New Life United Methodist Church' to 'New Life Methodist Church' and signed by members of the board/church representatives. (Robert suggested we have 3 signatures – GB Chairman, and representatives from the Finance and Trustees committees). Rod will write the letter.
 - b. Robert will get the copy of the Insurance policy showing that the North Alabama Annual Conference is covered.
 - c. Check of the disaffiliation amount for **\$25,295**
 - i. Robert was told if we overpaid we should receive a refund check for the overpaid amount.

- ii. Would like to provide proof of apportionments we have paid for 2022 (i.e., photocopies of cancelled checks). Robert has all but one check and will get the remaining check from the bank.
 - iii. We would need to sign the disaffiliation agreement, assuming we vote to disaffiliate. Tom will have 3 copies, one for us, one for UMCNA and one for his records.
 - iv. Robert may not have the Quitclaim Deed/s. I will email them once I have them to rschultz@umcna.org , hare@harelaw.com and tom.parrish@umcna.org.
 - v. Joey will be attending the Dec 10th conference disaffiliation meeting.
- 3) Update on buying property and changes needed to start moving accounts to the new church name.
- a. Update on Property sale @ 185 2nd Ave East Grant, AL
 - 1. Robert has communicated with Chris (the owner) via text; Chris wants to close at the end of this week. Robert is still waiting on a firm date when Chris will be able to sign.
 - 2. Robert spoke with FSB (Jacob Stubblefield) and learned that since the person selling the land has yet to sign the agreement, FSB will still hold the loan open for now. Since this will be after the 16th the Bank said we can just change our name to New Life Methodist church; need approval in the minutes, he would need our new EIN number.
 - i. Can the board approve moving forward with our new name for the purchase of the property as New Life Methodist Church?
 - a. Rod made a motion to change the church name at the bank and other institutions from *New Life United Methodist Church* to *New Life Methodist Church*. Kathy seconded. Motion passed unopposed.
 - ii. Not sure if we (Church Representatives) will need to re-sign the docs again (most likely).
 - a. Recommend same 4 people to sign if required. *Approved for* Regina Filmore, Rod Eddleman, Keith Hamby and Apryl Emmons to sign.
 - b. Kathy made a motion to have Robert Godsey, Regina Filmore, Susie Carnes, and Rod Eddleman added for signing checks and James Kuykendall removed from signing checks. Keith seconded. Motion passed unopposed.
 - c. Keith made a motion to establish governing board chair to be the contact for the EIN going forward. Rod seconded. Motion passed unopposed.

3. The church needs to get a new EIN number. –

The following questions need answered to get new EIN number for New Life Methodist Church

- i. **SS Number: (of a board member or trustee)**

What is the best phone number for person supplying SSN?
(Used only for contact information for the church if needed by the IRS)
- ii. **5256 Main St Grant, AL 35747**
Physical address of church:
- iii. **P O Box 566 Grant, AL 35747**
Mailing address of church, (if needed):
- iv. Will you have employees receiving W2's (for 941 filings) in the next 12mo? **Yes**
- v. If yes, how many? **4 Pastor Joey, Admin Assistant (TBD), Custodian/Nursery Worker (Deloris) and Worship Leader (Jim)**
- vi. Do you file 941 Quarterly? **Yes**

vii. Do you file 944 for at the end of the year? NO

viii. What date will you start using this EIN to pay the employees? (**I would suggest January 1, 2023 to pay employees**) **Board members approved.**

4) Create New bylaws; Must have a volunteer to manage this process!

- a. Rod volunteered to work on the new bylaws and share first draft with the board for feedback.
- b. The bylaws will work similarly to the United Methodist Church Book of Discipline.
- c. The board agreed that the church will operate on the current bylaws (i.e., those of New Life United Methodist Church) until new bylaws have been completed and approved by the governing board.

5) Update on Xerox Copier/Printer

- a. After a month of talking with the company, Robert learned that we are not leasing the copier from Xerox. We are leasing it from US Bank. Contract ends 2024. \$225 per month plus a per copy cost. Color copies are more than B&W copies. We can buy-out our contract, but it is very expensive. Board agreed to just unplug the copier until we decide.
- b. Board decided to offer the daycare the option to take over the copier contract or purchase the new printers from us. Daycare board members will notify Cindy to put in on the next agenda.
- c. Robert thinks the color printer was \$800 and B&W was \$299

6) SPRC – Update

- a. One interested applicant for the Administrative Assistant position – Carol Godsey.
 1. Carol would prefer not to be required to take minutes for the board meetings due to hearing issues. Board approved this change from the job description.
 2. Carol has a full-time job; would like to see if she can handle her current job and the administrative assistant job for a trial period.
 3. Carol prefers to start with the Church position before considering the Daycare position.

7) Committee Updates

- a. Finance Committee update on budget/church funds
 1. Update on recommendation to move to an accounting firm to manage paying the bills and payroll.
 2. Robert asked if the Finance Committee would have a budget for next board meeting. Susie said they were preparing it.
 3. Regina stated Jean has done an excellent job collecting past due funds in the Daycare.
- b. Trustees Committee
 1. N/A
- c. Steering Committee
 1. Kathy stated we started Trustees in Training (Eric Cherry, Larry Walker, Bob Barker).
 2. Kathy praised Lana for all she is doing with Children's Ministry.
 3. Christmas Party for the kids Sunday, Dec 11th after church until 1pm.

8) Open Discussion and/or Outstanding Business.

- a. N/A

9) Next GB meeting December 13th 6:30 PM

Closing Prayer: Rod Eddleman