

**New Life United Methodist Church**  
**Governing Board (GB) Minutes: Wednesday, January 19, 2021 @6:30 pm**

**Governing Board Members in Attendance:**

\*Absent members

	<b>Trustees</b>	<b>Finance Committee</b>	<b>Nominating Committee</b>
Milanda Taylor	Rod Eddleman	Susie Carnes	<del>Sherry Newton</del>
<del>Joey Croft (pastor)</del>	<del>Robert Godsey</del>	Keith Hamby	Cindy Kennamer
		Regina Filmore	Sandy Click
Others in attendance:	Kayla Cherry		
Vacancies: 1			

**Opening Prayer**

**GB Business Meeting Agenda**

**1) Review, update & approve meeting minutes from 12.21.21.**

- a. Cindy made a motion to approve minutes. Regina seconded. Motion approved unopposed.

**2) Update on meeting with Joey**

- a. Discuss, FT pastor funds
- b. Robert talked with Joey. Joey would like to take the part-time position. He stated he thought he could manage about 18 hours a week and willing to come to church 2 times a week to support counseling, studies, etc.
- c. If we go this route, Joey would be guest speaker until June and then be the Part time pastor for June 2022-May 2023.
- d. Discussion took place regarding getting church agreement on changing from FTP to PTP.
- e. Rod will draft card for church survey (1) Joey as PTP for June 2022 – May 2023 or (2) get a FTP June 2022 – May 2023. Rod will speak to it during worship on Sunday. Kayla suggested putting salary and hours per week on the card. Rod will explain in church for 2 Sundays.

**3) 2021 Year-End Local Church Report**

1. Request each board member to review and provide data/feedback (see attachment)
2. Board agrees this would be good to complete. Each member will review and provide feedback at next meeting.

**4) Meeting with Church Secretary**

- a. Church Custodian:
  1. Need Job Description: with hours approved to work per week and areas to be cleaned (Sanctuary, Narthex, Crow's Nest, Sacristy, Prayer Chapel, HOC).
    - i. **SPRC Chair (Milanda) to write a draft job description for next meeting.**
  2. The church custodian, Delores, makes \$7.50/hour for cleaning the church. Susie will find out how much the daycare pays her and bring before the GB for an increase to the same amount. Delores previously asked to be paid every 3 months; attendees determined best if she is paid in same time frame as other church employees (last Sunday of the month).
    - i. Rod made a motion to pay Delores \$9.50 an hour. Keith seconded. Motion approved unopposed.
    - ii. Kayla will tell Delores about the raise and the upcoming job description. Kayla will let her know that she will be paid once a month.
- b. Consider hiring a Sunday Morning Nursery Worker so mothers of our babies are not the volunteers keeping the nursery.
  1. Cindy will talk to Ms. Jean to see if one of the daycare workers would be interested. \$20 for 1.5 hours every Sunday.

- c. General funds and Designated funds combining into 1 account.
  - 1. Both Kayla and Susie recommend eliminating Designated Fund checking account, using General Fund account for designated funds, and tracking Designated Fund balances on paper.
  - 2. Rod stated as long as the accounting is right, there should not be a problem.
  - 3. Susie made a motion to combine the Designated account into General account. Rod seconded. Motion approved unopposed.
- d. Investigate the daycare's portion of Marshall Industrial Supplies.
  - 1. Kayla stated the daycare always placed Marshall Industrial Supplies bill in the church's basket to be paid, and the church has paid it in full. This bill is not a fixed amount and fluctuates depending on purchases. The last bill was significantly higher, due to COVID cleaning supplies like latex gloves and mop handles.
  - 2. Susie read November bill to board. There was a ~\$300 for latex gloves.
  - 3. Cindy will talk with daycare about paying for the items that are for the daycare.
  - 4. Rod will review the invoices and make a recommendation for the percentage split. Cindy will let Ms. Jean know that this fee is coming. Rod stated this bill is not part of utilities.
- e. Phone in office is now working.

**5) Safe Sanctuary update:**

- a. From meeting with Church Secretary, by next GB meeting on January 21st, Kayla will check documentation and make a list of who has had safe sanctuary training and when their training expires.
  - 1. Kayla stated everyone is expired. Everyone needs to retake it.
- b. Robert and Kayla communicated with Tom about Safe Sanctuary issue. He still does not have a solution but is still working to see about online course. Other churches have also been having an issue with getting training since COVID.
  - 1. There is an online course, but churches with daycares are not allowed to take the online course. Tom stated there may be a virtual course for which we can sign up. Robert is going to ask if the church workers can do the online course.

**6) Discipleship**

- a. Life Groups person to lead discussion on Jan 26<sup>th</sup> Wednesday Night potluck.
  - 1. Need daycare for Wed night Jan 26<sup>th</sup>
  - 2. Milanda volunteered to do the LifeGroup discussion.
  - 3. Milanda will ask Kathy to spearhead the potluck and Claudia to babysit.
- b. Wednesday Night activities
  - 1. Once a month potluck. Feb 23<sup>rd</sup> would be the next Wed night potluck.
- c. Emmaus Walks Meetings also are there those that would like to attend walk!
  - 1. Announce Emmaus Walks on Sunday. Include at LifeGroup Discussion.

**7) Calendar for 2022 - Start documenting plans**

- a. (Daycare 20-Year Celebration, Lenten and Easter activities, etc.)
  - 1. Cindy talked to Jean about Daycare 20-Year Celebration and to start making plans.
- b. Activities planner for New Life 2022 calendar (no response to-date)
  - 1. Kayla to create a Church Calendar to track activities and events.
  - 2. Milanda to send Kayla link for UMC worship planning calendar.

**8) Forming of Worship Committee for the planning of special worship services to meet once a quarter starting in Jan.**

- a. Worship Committee Chair: James will chair the committee
  - 1. Milanda will talk with James about setting a date for first meeting.
    - i. No date set at this time. James is making list of potential members.
  - 2. Worship Committee to decide about passing the offering plate.

3. Rod suggested: Ash Wednesday Service? Maundy Thursday Last Supper reenactment.

**9) Request Finance Committee to get a report on how the church did in 2021; Budget vs Actual Expenses of 2021.**

- a. Susie will provide in the February Meeting.

**10) Committee Updates**

**a. Finance Committee**

1. Apportionments for 2021 have been paid to the district thru 12/31/21
2. Susie stated the daycare check doesn't get deposited until a month or two later. Ms. Jean is writing check on time; Lisa doesn't pick up check for a while. Cindy will ask Ms. Jean to place the daycare check in the sacristy instead of Lisa's mailbox.

**3. Dec 2021 offerings...**

General fund:

Easytithes	\$ 2,113.38
Cash/Checks	\$ 7,282.00
NLCA	\$ _____
<b>Total</b>	<b>\$ 9,395.38</b>

Designated:

Christmas Brunch	\$ 75.00
Christmas Angels	\$ 626.00
Pianist (JK)	\$ 100.00
<b>D Total</b>	<b>\$ 801.00</b>

**Dec 2021**

<b>Expenses:</b>	<b>\$ 9,263.83</b>
<b>Checkbook BAL</b>	<b>\$ 38,038.04 Combined (GF-\$27,669.65)</b>

**b. Trustees Committee**

- a. Rod - talk to the pest control company about both items.
- b. Robert - Bathrooms – Painting
- c. Rod - Flooring in Fellowship Hall
- d. Robert - Light to be fixed in FH closet (Stan said he would fix in the next few days)
- e. Rod - check pricing on new ones and on service calls
  1. Kitchen refrigerator is not operating well.
  2. The freezer does not work
- f. Rod - Scout Hut - Water getting into far side doors.
- g. Robert - Weather stripping needs to be redone on the front door.
  1. No update on Robert or Rod's items above.
- h. Susie - Get a Pastor's Office key made for Joey.
  1. Susie gave Joey his key.
- i. Rod called another person about cleaning the gutters. He was supposed to come the date before the snow came. Rod will call to get another estimate.

**c. Steering Committee**

1. Update on replacement for board member
  - i. Cindy will be talking to Apryl Emmons about Trustees position.

**11) Open discussion for new business from board members**

- a. Susie stated Ms. Jean called her and stated there was a 16 yo that came to the church and his grandmother's electricity could not be paid. \$300 past due and total \$500.

- b. Susie gave permission to pay \$260 out of outreach directly to the power company.
- c. Sandy stated that United Way keeps a list of people who have requested. The Baptist Church gave him \$50 to go toward it.
- d. Kayla will call United Way to see if they still track outreach.
- e. Kayla stated the Tax ID has expired due to COVID. Because of Covid a lot of businesses shut down. So now Kayla needs to re-register every year until the Alabama law changes again. Board gave approval for Kayla to do this.

**12) Next GB meeting February 15th 6:30 PM in-person**

Closing Prayer: Rod Eddleman

# Agenda for Governing Board Meeting Feb 15th in-person 6:30 PM

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

## Opening Prayer

## GB Business Meeting Agenda

- 1) **Review, update & approve meeting minutes from 1.18.22. Cindy made a motion to accept minutes of last meeting, Keith seconded, and all were in favor.**
  - 2) **2021 Year-End Local Church Report**
    1. New Life Year-End Report Feedback from board on report. We briefly went over this and Kayla will get some financial information to Robert. Robert asked to board to look over and communicate any input regarding the report to him by the end of the month. Membership needs to be updated. Kayla advised she would like to create a document and start sending it around the Church in order to update the directory.
  - 3) **From meeting with Church Secretary**
    - a. Follow up SPRC Chair (Milanda) to write a draft job description for church Secretary & Custodian. Milanda worked on the description for Secretary and Nursery worker. She will draft the description for Custodian.
    - b. Investigate the daycare's portion of Marshall Industrial Supplies Cindy discussed this with Ms. Jean. The board decided that the daycare should pay any invoice for anything they order from this company. Kayla advised that she doesn't order anything from this company for the Church.
      1. Cindy will talk with daycare about paying for the items that are for the daycare.
      2. Rod will review the invoices and make a recommendation for the percentage split. Cindy will let Ms. Jean know that this fee is coming. Rod stated this bill is not part of utilities.
        - i. Operations/Cleaning Supplies. Recommend the share for the cost of cleaning supplies, trashcan liners, masks, hand sanitizer, etc be assessed independent of the utilities share assessment:
        - ii. NLCA to pay 80%. This number was rounded down from 83.3%, derived from 5 of 6 days of facility's use that is predominantly NCLA. This can be re-examined at any time, and the board should welcome discussion or data that indicates either a change in facility usage or re-balancing of the ratio due to other aspects is warranted. If a quorum is present and ready to vote, you can share that I support a number around 70-85% NLCA responsibility.
    - c. General funds and Designated funds combining into 1 account.
      1. Request to see how designated is tracked going forward in the general fund account. Kayla advised how Quickbooks and spreadsheets are created/kept for tracking.
  - 4) **Safe Sanctuary update: Robert signed up for Train the Trainer and explained how it worked when he went through the website. Robert also said he would like for a few more board members to apply. The more we have the better. Apryl also stated if we have people trained, that could also be a form of cash flow in the future by way of our "trainers" being able to train other places/churches for a fee and donating that fee back to the Church. Robert posed the question, does the Board need to go through background checks? A question was also asked if Ms. Jean is still doing background checks for any newly hired employee for the daycare. Cindy advised that is the policy as of now but will confirm with Ms. Jean.**
    - a. I (RG) Talked to Tom yesterday about Safe Sanctuary. The person that was to contact me (Toby Chastain) has not yet made contact. Tom sent another request to Toby Chastain. There is an option for online training, but since we have a daycare and due to some legal issue that are not clear, we cannot use the online option for Safe Sanctuary.
    - b. Email from Karen Long
- Safe Sanctuaries Train-the-Trainer**
- Several of you have asked about when the next Safe Sanctuaries Train-the-Trainer session is scheduled. I wanted to let you know that it will begin after Easter on Monday, April 25, which should allow participants to complete it in time for trainings around VBS and other summer activities. We'll communicate this more widely in the coming weeks, but I wanted to go ahead and give you a heads up. Pastors, please forward this to anyone in your church who might be interested.
- Those who are interested can apply at [this link](#). Applications remain valid for up to 12 months and anyone with an approved application on file will automatically be notified about the upcoming course soon including instructions for registering.
- If you have any questions please let me know. Thank you!
- c. Link: <https://forms.umcna.org/forms/safe-sanctuaries/safe-sanctuaries-trainer-application/>
  - d. I did apply to be a trainer and was approved. I was sent a link to take the basic course and the State of Alabama course on reporting. I completed both courses they were online courses.
- 5) **Calendar events for 2022 –**
  - a. (Daycare 20-Year Celebration, Lenten and Easter activities, etc.) Discussed some Easter activities. The board agreed that we will provide the community Easter breakfast this year. Apryl will organize. Cindy will talk to Joey to make sure he and Jim coordinate the sunrise service.
  - b. Activities planner for New Life 2022 calendar (no response to-date) Kayla purchased a virtual calendar and is still looking for a physical/hard copy calendar to keep in the office.
- 6) **Worship Committee planning of special worship services.**
  - a. Is there a date/time for the first meeting? First meeting was scheduled for Sunday, 2/20 but has been postponed due to Ms. Virginia's birthday celebration.

## Agenda for Governing Board Meeting Feb 15th in-person 6:30 PM

### 7) Committee Updates

- a. **Finance Committee** Budget discussion postponed until next meeting. Need Chairperson for Finance Committee. Agreed that Susie, Keith, and Regina will discuss that. The board agreed to continue with Robert's financial sheet of income/expenses (offering/income) and the finance committee will take over that duty. Also, discussed possibly having a quarterly report as well. Also, discussed a payment from the Church to the daycare (Ms. Jean) but there was no mention of why. Cindy will talk to Ms. Jean/Milanda regarding this to try to find more information. Cindy will also discuss finances with Ms. Jean involving profit/tithing.

1. Request Finance Committee to pull a report on how the church did in 2021; Budget vs Actual Expenses of 2021.
2. Jan 2022 offerings did not receive info

Jan 31<sup>st</sup> 2022

Savings:		\$	20,000.00
Checkbook	BAL	\$	41,827.45

- b. **Trustees Committee** Postponed discussion until next meeting. Board to look over the list for next month.

- a. Rod - talk to the pest control company about both items.
- b. Robert - Bathrooms – Painting
- c. Rod - Flooring in Fellowship Hall . I asked Jean Wilke this week to see if April's father, who put flooring down in classrooms, is interested in doing same in fellowship hall & if so, please provide us an estimate for similar type flooring. She'll let us know.
- d. Robert - Light to be fixed in FH closet (Stan said he would fix in the next few days) **Completed, Stan fixed the light.**
- e. Robert – need to fix two draws in daycare, I have the parts but will be a few weeks before I can do that now
- f. Issue with front door lock, not locking correctly.
- g. Rod - Pest Control Update
- h. Kitchen appliances
  1. Refrigerator. Currently operating OK and Jean said it passed most recent inspection, so not an immediate critical need. Will monitor this.
  2. Repair fridge/ Freezer. Rod was referred by several appliance dealers who didn't service our brand, he was responsive to communications, and I liked him & his work. He charged \$100 for the service call - I assume it'd be the similar charge to check-out the freezer.
  3. Freezer. Researched online prices for similar volume (~18 CF) upright freezers.
    - a. Most economical, well-known, and available residential models 17.7 CF and up are white and range between \$900-1100. A couple of larger (19 & 20 CF) models are within this price range (a Maytag & a Frigidaire, both ranked high in customer feedback). Some examples of stainless steel models are \$1500 & \$2200, and a couple of off-brand (at least not easily recognizable to me) coming in under \$900.
    - b. "Commercial"-advertised models start around \$2000, with plenty from which to choose in the \$2K-4.5K price range. I'm not yet educated enough to ascertain the difference in performance and reliability a commercial freezer is supposed to deliver for the increased price, but I'm going to have to learn more than I already know to support this difference in price, given what I perceive as mild-moderate freezer usage the first 20 years of our church kitchen.
    - c. Jean reports NLCA doesn't use the freezer now – of course nobody is using it now, but the implication I think was NLCA doesn't have a need for the freezer.
    - d. RECOMMENDATIONS: Taking into consideration at least items [a-c] above;
      - i. Board members ponder between now and Mar Board meeting our near future need (few months - year) for a freezer, i.e. as we encourage more onsite engagement of our congregation with each other and the local community, how soon do we want a functioning freezer to support whatever those encounters will be. As we pursue this, how much might the absence of a freezer be an impediment (actual or perceived) to our desire of growing communal opportunities?
      - ii. Without NLCA need for freezer space, consider the future purchase to be from church budget unless other discussions ensue. This will probably

## Agenda for Governing Board Meeting Feb 15th in-person 6:30 PM

be a different recommendation for a refrigerator at the point it needs replacing.

iii. Trustees will plan to discuss a recommendation at the Mar mtg.

i. Rod - Scout Hut - Water getting into far side doors.

j. Robert - Weather stripping needs to be redone on the front door.

### c. Steering Committee

#### 8) Open discussion for new business from board members

Keith discussed having a Spring cleaning day when the weather gets a little warmer to do some outside work. We can add to the calendar when a date is decided.

When discussing gutters, Apryl advised if we are just looking at cleaning the gutters for now not to pay for that just yet because she knows someone with a boom truck and may can get help to clean those. Were we looking at replacing some of those or just cleaning?

Movie Night: Apryl asked for suggestions regarding movie night in the Sanctuary. She will provide the movie and popcorn machine for the occasion. The board agreed and she will organize.

Discussed possibly having VBS this summer. More to come.

#### 9) Next GB meeting March 15th 6:30 PM in-person

Closing Prayer

# New Life United Methodist Church

## Governing Board (GB) Minutes: Tuesday, March 15, 2021 @6:30 pm

Governing Board Members in Attendance:

\*Absent members

Church Leaders	Trustees	Finance Committee	Nominating Committee
Milanda Taylor (Lay Leader)	<del>Rod Edleman</del>	Susie Carnes	Sherry Newton
Joey Croft (Pastor)	Apryl Emmons	Keith Hamby	Cindy Kennamer
	Robert Godsey	Regina Filmore	Sandy Click

**Others in attendance:** Kayla Cherry

**Opening Prayer:** Robert Godsey

### 1) Review, update & approve meeting minutes from 2.15.22

- a. Cindy made a motion to approve the minutes. Susie seconded. Minutes approved unopposed.

### 2) Joey's mom, Glenda Driver Croft.

- a. A few people have suggested that the church make a donation to 'Hospice of West Alabama' in her memory of \$300 do we move forward?
  1. All present were in favor of donating \$300. Kayla will take care of sending the check. Will be recorded as a charitable donation.

### 3) As Governing Board officers

- a. We should look at some changes for 2022, some of the board members have held the same positions for several years, by making changes each board member gets experience in each position. Based on the UMC we should re-elect positions each year, or per Tom Parish rotate the officers for Chair, Co-Chair & Secretary within each group (Trustees, Finance and Steering).
  1. Organize each committee within GB so that when new people are added to the board, it is not overwhelming for them.
  2. Robert asked if Kayla would be willing to be the GB secretary. Milanda recommended this duty be included as part of the Church Secretary position and count the hours as part of her weekly hours. All present approved.
  3. Governing Board voted on new positions. Kayla tallied the votes. **Will need Rod to vote to break the ties.**
    - i. GB Chairman: Robert Godsey
    - ii. SPRC Chair: **Rod or Keith**
    - iii. Trustees: Apryl – Chair; Rod – Co-Chair; Robert – Secretary
    - iv. Finance: **Susie or Regina** – Chair; Keith – Co-Chair; **Susie or Regina** – Secretary
    - v. Steering: Sherry – Chair; Cindy – Co-Chair; Sandy – Secretary
- b. Robert stated that meeting minutes should be recorded for all church meetings (GB, Trustees, Finance, & Nominating, SPRC, Worship Committee, VBS, etc.) going forward and submitted to GB chair to be posted on the board website.

### 4) From meeting with Church Secretary

1. Follow up SPRC Chair (Milanda) write a draft job description for church Secretary & Custodian.
  - i. Milanda shared the Custodian Job Description with governing board. Board made suggestions for improvements. Milanda updated the job description during the meeting. Apryl made a motion to approve the updated job description. Regina seconded. Description approved unopposed.

### 5) Calendar events for 2022 – update

- a. Kayla stated she has a calendar on her desk where all church activities and church rentals are recorded.
- b. Daycare 20-Year Celebration – no update
- c. Lenten and Easter activities, etc.
  1. Maundy Thursday: Communion Service scheduled for 6:30 pm.
    - i. Susie will prepare Communion for Maundy Thursday.
    - ii. Milanda will let James know.
  2. Good Friday: No service at New Life. Recommend Scottsboro FUMC Good Friday Service
  3. Sunrise Service: No plans have been made at this time.
    - i. Cindy will put announcement in the paper.
    - ii. Organizing other churches: Methodist, Baptist, Cowboy Church, Church behind San Ann. Robert will talk to Joey about this.
    - iii. Stan will cook. Apryl will coordinate breakfast foods.
    - iv. Trish said she would like to do the flowers again at 4am. Apryl stated they will use her truck to haul the cross but will need help lifting and moving it since Stan will be cooking.
- d. Activities planner for New Life 2022 calendar



1. Marshall County Emmaus Cluster Meeting will be at New Life on Tuesday, July 12<sup>th</sup>.
2. VBS (Milanda, Sherry, Apryl). Kayla will create a sign-up list to help.

**6) Worship Committee planning of special worship services.**

**a. Update on meeting**

1. Milanda will ask James to take Worship Committee meeting minutes and send to Robert.
2. Next Worship Committee Meeting, Mar 27<sup>th</sup> after church.

**7) 2021 Year-End Local Church Report**

1. Feedback from completing the End of Year Report.
  - i. Robert covered the Year End Report. Robert encouraged everyone to participate in the work of the church and in the GB meetings.

**8) Committee Updates**

**a. Budget discussion**

1. Robert discussed discrepancies between Quick Books categories and Budget categories and the difficulty of determining from which budgeted category we spent our money this past year. Robert asked the Finance Committee to reconcile the category names between both and then analyze whether our 2022 Budget is appropriate.
2. Susie stated with the 2022 budget, we need \$10,364/month. January and February deposits totaled \$16,000. There is a discrepancy because the Daycare Deposits have not been made. Susie concerned that what we are projecting in announcements on Sundays appears we are not meeting our budget. Board agreed to report what is deposited, not what is expected.

**b. Daycare contribution church**

1. Discussed issue with Daycare church payment not being deposited in a timely manner. Finance Chair, once determined, will discuss with Lisa Saylor (Treasurer) about depositing the daycare expense check on time.
2. Board recommended a new contract be written between the Trustees and the Daycare detailing how the payment is determined and the date that it is due.

**c. Finance Committee**

1. Update from Finance
  - i. Robert requested quarterly and yearly financial reports. Board agreed that we need these reports. Robert recommended all finance committee members be trained to balance the checkbook in occasions where Susie is unavailable. Finance committee members agreed.

**d. Trustees Committee**

1. RECOMMENDATIONS: Board members to discuss church needs – present and future. Trustees list meeting on 3.1.22 was reviewed and discussed.
  - i. Work Day, Saturday, March 26<sup>th</sup> 8:30 am
  - ii. Apryl and Robert getting a list to make an announcement and get volunteers signed up to help this Sunday.
- e. Keith gave an update on the estimate for Wayne's Pest Control. Pest Control \$150/month (\$75 for Daycare and \$75 for church). Initial setup service is \$300.
  1. Spider webs removed monthly; treatment will cover brown recluse & black widows; Treat the outside and the inside monthly. Will include smart sensors for mice and rats. Include house on the corner and scout hut. Does not include termite treatments.
  2. Board agreed on goal to start new service on April 1<sup>st</sup>.
  3. Trustees will cancel current service.

**f. Steering Committee**

1. N/A

**9) Open discussion for new business from any board members**

**a.**

**10) Open discussion from floor i.e. attendees**

**a.**

**11) Next GB meeting April 19th 6:30 PM in-person at church**

**Closing Prayer:** Milanda Taylor

# Agenda for Governing Board Meeting April 19th in-person 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)	Rod Eddleman	Susie Carnes	Sherry Newton
<del>Joey Croft (Pastor)</del>	Apryl Emmons	Keith Hamby	<del>Cindy Kennamer</del>
Kayla Cherry (Secretary)	Robert Godsey	Regina Filmore	<del>Sandy Click</del>

**Others in attendance:**

## Opening Prayer (R/JG 5/3/22 Robert Godsey)

### GB Business Meeting Agenda

- 1) **Review, update & approve meeting minutes from 3.15.22- 1<sup>st</sup> motion Regina Filmore, 2<sup>nd</sup> motion Keith Hamby, no opposed**
- 2) **Open discussion for new business**
  - a. **New items not listed below**
    1. **Propose name tags for the members working the events of the church. Need to have cost investigated. Kayla will order alligator clips and sleeves, order 100.**
    2. **Community Outreach: Proposed dinners for sports, clubs, talk with Helping Hands.**
    3. **Graduation seniors: Mason Emmons, Talyn Franks- place boxes in Narthex for senior gifts. Kayla will order bibles for the event, letter bound life application, NLT, brown. Graduation is May 19, 2022.**
    4. **Need miscellaneous budget section for 2023 for above items.**
    5. **Coffee/hot chocolate table for the overlook sunrise service 2023.**
    6. **New Hope Telephone called for 5G card upgrade. Robert proposes to upgrade WIFI routers, possible speed upgrade. NH will send Robert an invoice.**
  - b. **Board Members New Items**
    1. **VBS**
      - i. **Budget: After reviewing the Starter Kit for required materials, more items will need to be purchased. Susie stated \$300 already in account for VBS. Regina will get an outline of what all will be needed for VBS.**
    2. **Youth Center: Women's Bible Study meets Thursday nights in the Youth Center. The tables are too tall for the chairs - even for tall women. Apryl in agreement. Options:**
      - i. **Do nothing**
      - ii. **Purchase four 30x72inch tables (~\$150-\$200 each)**
      - iii. **Cut the height of the current tables to be standard height- Sherry stated she will look at the tables and let the board know.**
    3. **Children's Ministry**
      - i. **Children's Coordinator (Recommended duties: ensure Children's Church, Child Chat, nursery are covered every Sunday; organize Safe Sanctuary training, promote summer camp and help families sign up; organize ways for children to be included in the life of the church - Palm Sunday for example) Children's Church: Does Sherry want rotational help? Sherry Newton will head up children's ministry and Kayla will assist on helping her with Safe Sanctuary training. Need policy update for church Safe Sanctuary for the church.**
    4. **Daycare Waitlist = 75**
      - i. **Daycare is a ministry that our church alone provides the Grant community. What can we do to better serve these families? The steering community will work with the daycare board to bring up solution and bring back to the board.**
    5. **2 Large Church Bulletin Boards in Hallways - Who is responsible for updating them? Do we need them? Can we take them down? all approved for removal of boards, pending walls to be painted**
    6. **Budget Requested**
      - i. **Money for Worship Committee (Apryl) to purchase decorations for sanctuary- Apryl will make a list of what is need and present back to board and church. All in agreement for budget item.**
        - a. **Praise Team/Choir supplies**
        - b. **James recently purchased 2 cables for a total of \$16.19 (reimburse if possible; ok if can't) approved- Kayla requested receipt and will reimburse.**
        - c. **James asks if there is \$50 per month that can be budgeted for praise team/choir supplies? (He may make a larger purchase over a span of several months, but if we save the \$50/month that should cover it.) The \$50.00 a month starting May 1<sup>st</sup>, 2022, is approved by Rod Eddleman and Apryl Emmons seconded the approval. The line item**

## Agenda for Governing Board Meeting April 19th in-person 6:30 PM

would be Worship Committee (music, decorations, praise band and choir). All board approved.

7. The worship committee would like to see if there is any money available to allocate to April for decorations, banners, or just to update needed items for worship services. Rod Eddleman proposed an extra \$1000.00 to the decoration fund (in addition to the \$2000.00). Susie Carnes second motion, no opposed.

### 3) New Governing Board officers

- a. Governing Board voted on new positions. Kayla tallied the votes.
  - GB Chairman: Robert Godsey
  - SPRC Chair: Rod or Keith- Rod is the SPRC
  - Trustees: April – Chair; Rod – Co-Chair; Robert – Secretary
  - Finance: Regina – Chair; Keith – Co-Chair; Susie – Secretary
  - Steering: Sherry – Chair; Cindy – Co-Chair; Sandy – Secretary
- b. Revote for SPRC and Finance: Susie or Regina – Chair; Keith – Co-Chair; Susie or Regina – Secretary

**SEE Ballot**

### 4) Calendar events for 2022 – update

Kayla stated she has a calendar on her desk where all church activities and church rentals are recorded. The calendar is bright yellow and located on the desk in the office. Need a facility policy for rentals to be updated.

- a. Daycare 20-Year Celebration

### 5) Committee Updates

- a. Finance Committee update on budget/church funds

*(Added by RJG 5/3/22 It was asked that finance come up with a timeline/plan for new budget by next meeting and setting up quickbooks in order to track spending that matches the budget.)*

  1. March 2022 offerings
    - i. The daycare has paid through February 2022. Request for committee to reconcile the line items. Kayla stated it would be easier for QuickBooks to match the budget or report.
- b. Trustees Committee update on open issues
  1. April Emmons brought up the security codes should be changed, and the front door should be changed. Rod will get new codes.
  2. The new pest service: Wayne's Pest Control starts April 20, 2022. Kayla will write and mail a cancellation letter for the old service.
- c. Steering Committee update on future planning- No updates at this time.

### 6) Next GB meeting May 17th 6:30 PM in-person at church

- a. Do we need to have first quarterly meeting? Monthly meetings only (RJG 5/3/22 I do not agree that this is what was agreed to in the meeting, my understanding is that we will keep this as an option.)

*(Added by RJG 5/3/22 at the end of the meeting I had suggested that each committee meet before the next meeting to work through issues and plans for that committee. Then submit the info before the next meeting so that everyone can read and respond before the next GB meeting to help shorten the meeting.)*

**Closing Prayer (RJG 5/3/22 Robert Godsey)**

**Governing Board Meeting Minutes**  
**May 17th 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)	Cindy Kenamer (Co)
	Robert Godsey (Sec)	Keith Hamby (Sec)	Sandy Click (Sec)

**Others in attendance:**

Kathy Giles, Greta Ayers

**Opening Prayer:** Robert Godsey

**GB Business Meeting Agenda**

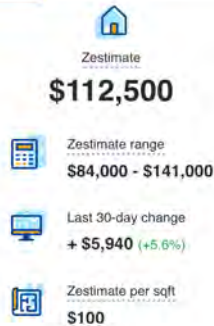
- 1) Reviewed & approved meeting minutes from 4.19.22
  - a. Cindy made a motion to approve the minutes. Keith seconded. Motion passed unopposed.
- 2) Open discussion for new business
  - a. Cindy Kenamer has been daycare board chairman for a long time and is considering stepping down as chairman. Steering committee would be responsible for appointing a chairman. Bylaws state that the chairman must be a church member but does not have to be a governing board member. Cindy will wait until the financials are up-to-date and organized before stepping down. Cindy will check the bylaws for proper process. Melinda Dixon was Daycare Board Chairman prior to Cindy.
  - b. Robert would like documented financial agreements between the church and daycare. Kathy said she would look in the safety deposit box to see if any minutes/bylaws are in there. None in attendance knew where the bylaws are stored. Cindy will ask Ms. Jean.
  - c. Robert would like to know how the daycare uses their WIFI so trustees can decide what improvements are needed. Cindy will get information from Ms. Jean.
  - d. Milanda reported that the Alabama State Department of Education has reopened the grant application for Office of School Readiness (OSR) First Class PreK. Several church daycares have received grants for a First Class PreK. Milanda wanted to share this opportunity with the board. <https://children.alabama.gov/for-educators/first-class-pre-k-information/>
    1. Discussion about whether having the First Class PreK is feasible.
    2. Board decided to table it until more is known about status of both daycare and church financials.
  - e. Robert concerned about the liability of church for daycare accident. Apryl is going to find out about the insurance to ensure we are properly covered.
  - f. Apryl requests a welcoming brunch for Joey and Crystal. Apryl will ask Joey which Sunday in July will work for him and his family.
  - g. Rod suggested we announce the comparison between the Full-Time Pastor budget vs. the giving. Robert recommended we do that at end of June when the period for analyzing requested FTP giving has ended. Robert asked that all board members think about what additional things need to be reported to the church at end of June. July 1<sup>st</sup> is considered the start of the year for new pastors.
  - h. Sandy asked if Jim and Babs Holcomb can lead worship more often. She has missed hearing the contemporary music, which was the reason she came here. Sandy said it was communicated that the service would be blended after COVID, but she doesn't feel that happened. Robert recommended starting and ending the service with upbeat music. Milanda requested that everyone speak to James about their preferences. The Worship Committee has discussed the desire to have more musicians and best ways to find volunteers. Milanda stated it may be difficult to find musicians to play both styles of music. Additionally, the stage/ear monitor system we have is not sufficient. Investment is required to support additional musicians successfully.
- 3) **Secretary Replacement**
  - a. Bibles ordered for the seniors graduating
    1. Kayla told Apryl that the bibles were delivered today.
    2. Apryl will ask Talyn and Mason which Sunday they want to be presented with the bibles (i.e., Senior Sunday).

*Governing Board Meeting Minutes  
May 17th 6:30 PM*

- b. Other issues that need to be addressed
  - 1. Credit card changes and other account changes were discussed.
- c. New secretary requirements?
  - 1. Cindy stated she felt like it would be best if the secretary were not a church member. She explained that when there are issues with a secretary who is also a church member, there is hesitancy to let them go due to the risk of losing their family as church members.
  - 2. Robert would like to have set regular office hours so constituents can always come to the church at a set time to talk with the secretary if needed.
  - 3. The board agreed that we would like to re-instate Sunday Worship Bulletins.
  - 4. SPRC Chair (Rod Eddleman) will oversee the hiring of a new church secretary and will organize announcements in the newspaper, on social media, and during church service.

**4) Discussion of property for sale @ 185 2nd Ave East Grant, AL**

- a. Owner is asking \$130,000



- 5) Apryl suggested we make an offer for the land value alone. Milanda recommended we get an appraisal, so we know the true value of the property. Keith stated to have it zoned for commercial is easy to do with the town board.
  - a. Cindy made a motion to spend up to \$600 on an appraisal for 185 2nd Ave East Grant, AL. Keith seconded. Voting was 5 approved vs. 3 unapproved.
  - b. More discussion followed regarding whether we should start with a discussion with the bank instead of the appraisal.
  - c. Robert agreed to meet with First Bank about church's ability to get a mortgage, the bank's opinion of the property value, and a recommendation for an appraiser. Once this information is obtained from the bank, the board gave approval to move forward with an appraisal (see a). The board did not reach a consensus regarding the importance of purchasing the property. The board will discuss again after bank has given approval for mortgage and the property value has been appraised.
  - d. Robert shared this comment from Joey Croft
    - 1. We need to be cautious. A lot of change going on in the Methodist Church. To exit costs a lot. We need to put these things on the table when discussing the house.

**6) Safe sanctuary update on training class**

- a. Updating new life UMC safe sanctuary policy
  - 1. Robert plans to have the Safe Sanctuary policy updated by end of this week. He will send the policy via email for review and requests all governing board members review the policy within the week.
  - 2. Safe Sanctuaries guidelines state that the Pastor and SPRC are responsible for tracking all children volunteers have safe sanctuary training. Lana Bruno has volunteered to be Children's Ministry Director; she will assist as needed with the tracking of Safe Sanctuaries Training.

**7) Committee Updates**

- a. Finance Committee update on budget/church funds
  - 1. \$20,117.99 in savings accounts.
  - 2. \$61,656.02 in general funds (checking/designated account) of which \$15,000 is designated.
  - 3. Susie has been working to get Quick Books and the budget correlated. Finance Committee met, analyzed Quick Books, and made a list of things that need to be

*Governing Board Meeting Minutes*  
*May 17th 6:30 PM*

updated. Their goal is to have the updated finance information by next governing board meeting.

- b.** Trustees Committee update on open issues
  - 1. Robert received an email from New Hope Telephone Coop about Wi-Fi speeds. Church is paying for a transfer speed of 45 MB, but the tests show a transfer speed closer to 25 MB. We can increase our payment to \$10/month to go to 100 MB. Biggest issue is our router and remote routers. Board asked trustees to add Wi-Fi access to HOC and Scout Hut.
  - 2. Keith made a motion to supply the Youth Center and Scout Hut with Wifi. Regina seconded. Motion passed unopposed.
- c.** Steering Committee updates on future planning
  - 1. None

**8) Next GB meeting June 21st 6:30 PM in-person at church**

**Closing Prayer:** Milanda Taylor

Minutes for Governing Board Meeting June 14th in-person 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)	Cindy Kennamer (Co)
	Robert Godsey (Sec)	Keith Hamby (Sec)	Sandy Click (Sec)

Others in attendance:

Opening Prayer: Rod Eddleman

**GB Business Meeting Agenda**

- 1) Review, update & approve meeting minutes from 5.17.22
  - a. Regina made a motion to approve the minutes. Seconded by Apryl. Motion approved unopposed.
- 2) Issues with previous secretary, late payments and complete documentation
  - a. **Insurance Guide One to Alpha**
    1. Same issue with in 2021 with Guide One late payment was made  
Cost for 2021 Guide One: \$11,484.00 per year +late fees  
(Note Guide One had the policy for Sanctuary as Joisted Masonry, but it is not.)
    2. Alpha cost for 2022: \$21,454.00 per year 1st month \$1,802.14 with 11 months at \$1,786.53
      - i. 1st quote was for \$10,200 per year. After review, the building was not masonry block by frame with brick veneer.
      - ii. Incurred an additional 18% fee due to not having coverage for over 30 days (equal to ~ \$1,716.32)
    3. Difference between Guide One and Alpha: \$9,970 a year due to building construction type
    4. Need to fix issue of with Youth House on corner where garage came apart during storm
    5. Daycare has been paying for Insurance \$5400.00 a year to NLUMC or \$450 a month.
      - i. Church has been without insurance, Robert estimates, since Feb 2022 – June 6, 2022 (~4 months)
  - b. **Auto Guide One vs Progressive (sold by Alpha)**
    1. Guide One - Daycare has been paying \$74.25 a month or \$891.00 per year
    2. Progressive insurance \$572.00 a year (Should be less next year EST \$485)
  - c. **Workers Comp Insurance Hartford**
    1. \$100 in late payments and \$53 dollars in fees; each time they send new bill there is a fee of \$7-\$8.
    2. It appears based on the church checks to Hartford for 2021-2022 that the Church paid \$4,362.20. Daycare paid \$846. Based on the checks from the church, the church should have paid \$1,186.10 and daycare should have paid \$4,022.10. Total paid 21-22 \$5,208.20
      - i. Board members reviewed the bills and noted the church account number ends in 40 and the daycare account ends in 35.
  - d. **Filing System**
    1. Robert would prefer that we organize documentation starting with Jan 2022 at a minimum.
    2. New secretary will need to be approved for more than 6 hours a week until the documentation can be organized.
  - e. **Checks and balances on secretary position.**
    1. We need a policy for checks and balances for the secretary position.
    2. Robert recommended the daycare document expenses for which they are paying, using an itemized invoice with their payment, for example. A document is also needed that itemizes expenses the church expects the daycare pay.
  - f. **Discrepancies in Church and Daycare Payments:** There is a discrepancy between amounts the daycare has paid the church and bills the church paid for the daycare. The board discussed whether we should reimburse overpayments to daycare. We overpaid Workman's comp by \$3100. Daycare overpaid us \$1800. If we call it even, we would be gifting them

\$1300. Keith made a motion to make no reimbursements between the daycare and the church for any overpayments before June 14<sup>th</sup>. Sandy seconded. Motion approved unopposed.

1. Discussion held about how much daycare should pay for insurance. Board agreed daycare should pay 50% of \$1786.53 monthly for insurance starting in July 2022. Cindy Kennamer, daycare board chairman, will notify Ms. Jean Wilkie, daycare director.

**g. Other issues**

1. We have a termite bond that we've been paying \$250 every year. The last bill for termite bond had recommendations for improvements, but those were never passed along to the governing board or trustees.
2. Ultimate Security bill needs to be paid for by the daycare; the church has been paying it in the past. The Ultimate Security bill should be updated to show NLCA.

**3) Secretary Replacement**

**a.** We need to move forward quickly with replacement

1. Two applicants
  - i. Nell Barker
  - ii. James Kuykendall
2. List guidelines
  - i. Bill Paid on time
  - ii. Report any late fees
  - iii. Report notes on inspections (issue found on termite inspection was not reported)
  - iv. QuickBooks maintained
  - v. Use timeclock to record hours.
  - vi. Cindy asked both candidates if they would be interested in being the daycare bookkeeper, as well. Both agreed. Separate timecards must be used for each job.
3. Cindy Kennamer made a motion to remove Kayla Cherry from bank account, credit cards and any financial documents. Apryl Emmons seconded. Motion approved unopposed.
4. Currently Susie, Rod, and Robert are on the list to sign checks. Robert made a motion to add Regina Filmore and Joey Croft to be added for check signatures, bank accounts, credit cards and all financial documents. Keith seconded. Motion approved unopposed.
5. Apryl recommended all church employees be background checked and go through a formal interview process since the church and the daycare can both be considered as businesses.
6. Rod stated that GB could select a few GB members to interview the candidates. Rod can conduct interviews as soon as next week. Regina and Apryl agreed to interview the candidates along with Rod.
  - i. Rod, Apryl and Regina will write the first draft of the church secretary job description.
7. Apryl made a motion to change the secretary pay from \$10/hour to \$15/hour. Cindy seconded. Motion approved unopposed.

**4) Discussion of property for sale @185 2nd Ave East Grant, AL**

- a.** Owner is asking \$130,000
- b.** Two things to think about:
  1. The church's future
  2. Joey recommended we meet with Tom Parrish to discuss impacts of UMC General Conference vote.
- c.** Rod made a motion to authorize the GB chair to consult property owner on accepting a \$65,000 offer on the property. Sherry seconded. Robert opposed. All others in favor. Motion passed.

**5) FTP results**

- a.** Rod stated we only need to look to see if giving has increased by appropriate amount to support FTP.
- b.** 2021 FTP \$12,194.50
- c.** 2022 FTP \$6,844.50

**6) Open discussion (Quill.com)**



- a. Board agreed to terminate the account with Quill.com.

**7) Committee Updates**

- a. Finance Committee update on budget/church funds
  - 1. No additional updates.
- b. Trustees Committee update on open issues
  - 1. Keith made a motion for Trustees to upgrade the WIFI bandwidth for the church. Sandy seconded. Motion approved unopposed.
  - 2. Discussion of new router is tabled until next meeting.
- c. Steering Committee update on future planning
  - 1. No additional updates.

**8) Next GB meeting July 19th 6:30 PM in-person at church**

**Closing Prayer** Milanda Taylor

# Minutes for Governing Board Meeting July 26<sup>th</sup>, 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)	Cindy Kenamer (Co)
	Robert Godsey (Sec)	Keith Hamby (Sec)	Sandy Click (Sec)

**Others in attendance:** Tom Parrish, Lana Bruno

**Opening Prayer:** Joey Croft

## GB Business Meeting Agenda

- 1) Call to Prayer and Discernment Discussion with Tom Parish
  - a. Paragraph 2553 in the book of discipline defines how a church may leave the UMC.
  - b. The issue will be resolved in 2024 at the General Conference.
  - c. Tom stated New Life's amount to disaffiliate will probably be around \$30,000. Churches with around 45-50 in attendance on Sunday mornings are typically between \$20,000 and \$218,000. The number is higher if the church has had full-time pastors. Churches may access conference website to request an email with the cost to disaffiliate. This amount covers:
    1. Our conference's unfunded pension liability.
    2. Past year's unpaid apportionments
    3. Apportionments for one year in the future
    4. Any grants that a church received
    5. Insurance premiums for a year (i.e., health insurance for pastor)
  - d. Lana asked what would happen if we just didn't pay it. Tom stated that the UMC owns our buildings.
  - e. Tom suggested we check our deed for:
    1. A trust clause.
    2. A reverter clause. Reverts to family who gave the land if the property ceases to be a church. Some deeds state the property will revert to the trustees.
    3. Possibility that those exceptions in the deed are no longer accepted since we've acted like a Methodist church, have a Methodist pastor, etc.
  - f. Churches must pay in full by Dec 10<sup>th</sup> if make decision to leave this year.
  - g. Must let Tom know by Sept 1<sup>st</sup> if we want to enter the Discernment Process.
  - h. All churches must enter the Discernment Process to leave. Churches do not have to disaffiliate just because they have entered the process. (27/73 churches currently in Discernment Process in NE District; SW and ML districts have about the same amount). About half of those churches probably don't have the money to leave.
  - i. Everyone church member must vote. Tom recommended we get membership rolls up to date.
  - j. After the Discernment Process, the GB will make the recommendation to the church to disaffiliate or remain affiliated. After that, a Church Conference will be held in which all members in attendance are allowed to vote. There are no provisions to allow homebound members to vote; all votes must be in-person. Must have a supermajority (67%) of votes to disaffiliate.
  - k. Church Conference is for one purpose only. Tom recommends that the GB have a plan if we decide to disaffiliate. This plan would be presented to the congregation at a later date, not at the church conference. Where would we go? Free Methodist, Global Methodist (sponsored by WCA), Independent?
  - l. When the church sends email to Tom to start the Discernment Process, the rate is locked in. The rate varies with the stock market.
  - m. Discernment Process requires GB to organize and schedule the Discernment Process and share with Tom. Most churches use the Bishop's process or the Moving Forward 218 process.
  - n. To do:
    1. Find out our cost to disaffiliate
    2. Determine date of expiration of initial Discernment Process for cost to disaffiliate.
- 2) Review, update & approve meeting minutes from 5.17.22
- 3) Discussion of property for sale @ 185 2nd Ave East Grant, AL
  - a. ~~2021 & 2020 Tax returns~~

*Minutes for Governing Board Meeting July 26<sup>th</sup>, 6:30 PM*

- b. Financial statement
    - 1. Susie will get the 2020 and 2021 Financial Statements for the loans.
    - 2. Susie stated that we need to start over on Quick Books.
    - 3. Susie recommended James set up a new, quick books ledger and archive the old ledgers.
  - c. Meeting minutes showing who the Authorized signers (3) for the loan will be.
    - 1. Robert recommended chairs of the three committees be the authorized signers.
    - 2. Cindy Kennamer made a motion to approve Rod Eddleman, Keith Hamby, Sherry Newton, and Apryl Emmons to be authorized signers for the property loan. Rod Eddleman seconded. Motion approved unopposed.
  - d. Need the three authorized signer's social security number and copy of driver's license to sign the loans.
- 4) Open Discussion
- 5) Committee Updates
- a. Finance Committee update on budget/church funds
    - 1. We are \$3019.58 over budget for the year.
  - b. Trustees Committee update on open issues
    - 1. Kudos to Stan Emmons for arranging lawncare. Rod stated the lawncare guy spends a considerable amount of time on the property and does a great job.
    - 2. Fellowship floor tiles are coming up because there is laminate between the subflooring and the tile. There will be additional cost for removing the laminate. Robert recommended getting volunteers to take out the old flooring.
  - c. Steering Committee update on future planning
- 6) **Next GB meeting Aug 16th 6:30 PM at church**

**Closing Prayer:** Robert Godsey

## Governing Board Meeting Aug 9th, 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
<del>Milanda Taylor (Lay Leader)</del>	Apryl Emmons (Chair)	<del>Regina Filmore (Chair)</del>	Sherry Newton (Chair)
Joey Croft (Pastor)	Rod Eddleman (Co/SPRC)	<del>Susie Carnes (Co)</del>	<del>Cindy Kennamer (Co)</del>
	Robert Godsey (Sec)	Keith Hamby (Sec)	Sandy Click (Sec)

Others in attendance:

Opening Prayer by Rod

### Business Meeting Notes on Discernment Discussion

1. **Question do we think we need to go forward with the discernment process? YES**
  - a. After much discussion it was agreed with by everyone at the meeting 'yes' we should take move forward with discernment at New Life.
  - b. Things we have to consider:
    - i. Bishop- Debra Wallace-Padgett length of time my end Dec 31<sup>st</sup> 2022.
    - ii. We have a good understanding of the options available for 2022, cannot predict what may or may-not follow.
    - iii. We do not know what options will remain for next opt out date June 2023,
    - iv. We cannot predict outcome for 2024 conference or future conference.
    - v. Financial cost of separating
    - vi. What separation look like for New Life church
    - vii. If we separate where do we end up
2. What's is the division among United Methodist Church?
  - a. And the book of discipline not being followed without, no repercussions for enforcement.
  - b. Over leadership positions around homosexuality and marriage.
  - c. Biblical differences.
3. Next Steps to move forward with the discernment process
  - a. Joey to send email to Tom Parish
    - i. That New Life is moving forward with the discernment
    - ii. Request that New Life cost for separation.
      1. New email now states that we have to keep UMC on our Insurance policy for two years after separation.
  - b. To setup up a Committee to work on the discernment process for new life.
    - i. It was suggested that the committee made up of the following:
      1. 1 member of each Committee (trustees, steering, finance), SPRC, Pastor and 3 to 4 church members. (Most agreed)
      2. We have people coming to church that are not members we would like to get them on the role as members. (only members have the right to vote)
      3. We need to clean-up the church membership and make sure they are up-to-date.
      4. That at next board meeting on the Aug 16<sup>th</sup> each Committee should come-up with their member to be on this committee.
      5. The Committee needs to decide on the process New Life will follow:

The pastor and Discernment Team will choose the model for discernment and **submit it to the DS for approval**. Resources for Discernment include, but are not limited to: [Required]

- Bishop Wallace-Padgett's Principles for Discernment
- Ignatian Discernment
- Jesuit Steps for Authentic Discernment
- Steps of Discernment
- Discerning God's Will Together—Ruth Haley Barton

- Moving Forward 2:18
  - Companions in Christ: The Way of Discernment
6. Those at the meeting wanted to make body of church aware of the what is happening and hopefully get them involved.
- a. Suggestion of several date to have a church meeting but most felt sooner is better than later. Came up with Sunday Aug 28.
  - b. Did not want to make this part of the church service
  - c. Have luncheon after church service and have Tom Parish Speak to the church.
    - i. Joey to check on availability of Tom Parish for the 28<sup>th</sup>.

**Closing Prayer by Joey**

# Agenda for Governing Board Meeting August 16<sup>th</sup>, 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)	<del>Sherry Newton (Chair)</del>
<del>Joey Croft (Pastor)</del>	<del>Rod Eddleman (Co/SPRC)</del>	<del>Susie Carnes (Co)</del>	Cindy Kenamer (Co)
	Robert Godsey (Sec)	Keith Hamby (Sec)	Sandy Click (Sec)

**Others in attendance:**

James Kuykendall

Jim Holcomb

## Opening Prayer

### GB Business Meeting Agenda

- 1) Review, update & approve meeting minutes from 8.9.22, 7.26.22, & 6.14.22. **Motion by Cindy, second by Apryl APPROVED**
- 2) Discernment Committee established
  - a. Suggested Committee makeup
    1. 1 member of each Committee (trustees, steering, finance), SPRC, Pastor and 3 to 4 church members. (Most agreed) **Ask each committee to choose representative**
      - i. Pastor – Joey Croft
      - ii. Lay Leader – Milanda Taylor
      - iii. SPRC – Rod Eddleman
      - iv. Finance – **Regina volunteered**
      - v. Steering – **Sandy volunteered**
      - vi. Trustees – **Apryl was recommended by Robert and accepted**
      - vii. Church Member 1 **Church members determined after meeting with Tom Parrish**
      - viii. Church Member 2
      - ix. Church Member 3
      - x. Church Member 4
    - b. Committee to decide on the Discernment process and time line for New Life. Option are to pick one from the list or modified one or create one for our church.
      1. Date to be completed (9/4/2022)
    - c. One example:
      1. **Bishop Wallace-Padgett's Principles for Discernment**
        - i. Deep Prayer.
        - ii. Talk with others who have discerned to withdraw from the UMC. Talk with others who have discerned to continue in the UMC.
        - iii. What commitments (if any) will I break to withdraw? To continue?
        - iv. What values will I compromise to withdraw? To continue?
        - v. How will withdrawal affect me? How will it affect others in this church? In the North Alabama Conference? Around the world?
        - vi. How will continuing affect me? How will it affect others in this church? In the North Alabama Conference? Around the world?
        - vii. What will my withdrawal communicate to others in this congregation? In the denomination? Those outside the church?
        - viii. What will my continuing communicate to others in this congregation? In this denomination? Those outside the church?
        - ix. How divisive is withdrawing?
        - x. Do I have a settled spirit about this decision?
      2. **Phase 1 – Notification (up to 1 month). Note:**
        - i. This is a planning document so substitute your dates for the (Date) in the checklist.
        - ii. **(8/10/22):** Notify the District Superintendent that you intend to enter into a period discernment with a beginning and end date, if possible.

- a. **(8/16/22)**: Establish Ad Hoc “Discernment Team” to lead the church in the discernment Process.
  - iii. **(Date)**: Meet with the District Superintendent to establish the covenant and timeline for ministry assessment and discernment.
  - iv. **(Date)**: Notify all elected leadership and employees of the discernment process and timeline.
  - v. **(Date)**: Notify and invite as many members of the congregation to participate as possible.
- 3. Phase 2 – Prayerful Discernment (Minimum of 3 months).**
- i. **(8/10/22)**: Request church liability calculations from Conference Treasurer's Office.
  - ii. **(Date)**: The Discernment Team presents the Discernment Covenant and Timeline Agreement with the congregation.
  - iii. **(Date)**: The congregation prays and discusses the issues. During this time all members will have an opportunity to learn and to express their views.
    - a. **Date**: Prayer Vigils begin. All members and constituents are invited to pray for God’s direction in this discernment process.
    - b. **Date**: District Superintendent or their representative teaches a brief lesson on the history, polity, and doctrine of the UMC, including how we got to this situation and what the Book of Discipline currently states about human sexuality.
    - c. **Date**: Worship service(s) focus on the role of discernment in the life of a follower of Jesus Christ and a congregation.
    - d. **Date**: A panel discussion on Scriptural understandings of human sexuality.
    - e. **Date**: Host guest speakers and/or provide information on the UMC, GMC, and other possible Wesleyan denominations.
    - f. **Date**: Small groups discuss the issues and fill out a questionnaire during the Wednesday Night Fellowship hour. (or say “Direct and organize small groups to discuss various facets of the issues during this period of time. Submit standard questionnaires to be reviewed by Discernment Committee.”)
    - g. **Date**: Discernment Committee reviews the results of small group discussions. Pray together regarding next steps.
    - h. **Date**: Discernment Committee presents a brief review of the preliminary findings during the worship service(s). Individuals wishing to respond can meet with the committee after church.
    - i. **Date**: The Discernment Committee will present a recommendation (regarding whether or not to move towards closure as well as if closure, then the steps which will need to be taken in order to establish a new identity) to the Church Council.
    - j. **Date**: The Congregation will use a common gathering time other than a worship service to discuss the recommendation further.
    - k. **Date**: The Discernment Committee will make a final recommendation to the Church Council.
    - l. If it is discerned that the church should withdraw from the United Methodist Church, the pastor will request a date for a called church conference from the District Superintendent.
- 4. Phase 3 – Church Conference**
- i. Receive consent and agreement of date, time, and place as well as the exact decision called for in a vote for Charge Conference from District Superintendent.
  - ii. **Date**: Provide notice to all members of the congregation at least 10 days, including two Sundays, prior to the called Church Conference. Notice must be given in at least two ways (e.g., church bulletin and announcement from the pulpit).
  - iii. **Date**: Conduct Church Conference. All are welcome; however, only members on the church roll may vote.
- d. Things that need to be taken into account:**
1. Update roll of members, only members have the right to vote. Working on getting any church attendees to join the church

## Agenda for Governing Board Meeting August 16<sup>th</sup>, 6:30 PM

2. Financial cost of exiting
3. Effect on the Pastor if the church exit UMC
4. Effect of exiting date
  - i. Dec 31<sup>st</sup> 2022
  - ii. June 2023
  - iii. Sometime in 2024 or beyond

### 3) Committee Updates

- a. **Finance Committee** update on budget/church funds Regina distributed Offerings/Income handout. Account Total: \$63,473.57. Apportionments are up-to-date. Cindy requested balances for Trunk or Treat and SOFAR accounts with no rush.
- b. **Trustees Committee** update on open issues
  1. Property sale @ 185 2nd Ave East Grant, AL: Waiting on closing date? Yes, waiting on banker, no response on time frame. Motion by Apryl to pay the closing fees out of checking account at closing. Second by Regina. **Motion Passed**
  2. Update on flooring status Flooring installation will begin on Monday, August 22<sup>nd</sup>. Timeframe has been discussed with Ms. Jean.
- c. **Steering Committee**
  1. update on replacement Cindy recommends Kathy Giles for her replacement on the Steering Committee. Kathy accepted pending board approval. Motion by Cindy to approve Kathy Giles for Steering Committee. Keith Second. **Motion Passed.**

Robert requested that Boards start looking at upcoming events.

- 4) Worship leader needed and music needs to be ordered. Milanda distributed Worship Leader description and flyer and a proposed budget for worship tracks. Holding off on tracks for now. Jim stated he is willing to help temporarily until a leader is found. Motion to pay Jim \$150/week made by Keith and Second by Sandy. **Motion Passed**
- 5) The DAR Football team has asked if New Life would sponsor a Thursday Night meal. More details to be shared. Apryl said she would call Tammy Sutton. 70 people. DAR Lunchroom.
- 6) Consider ending contract on office printer. Replace with color laser printer with USB, Ethernet, & Wi-Fi printing & support media for letter, legal and tabloid. (Maybe getting two printers one for daycare and one for church.) Jim will be allowed to use the printer for Kairos. Discussed new computer and printers. James agreed to research and create a proposal for both and to check on the contract for the current printer.
- 7) **Open Discussion**

James discussed plans for signing checks. Discussed time and place for James to work. Barn is needed for the manger scene.

### 8) Next GB meeting September 20<sup>th</sup> 6:30 PM at church

### Closing Prayer



# Minutes for Governing Board Meeting September 20<sup>th</sup>, 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)	<del>Sherry Newton (Chair)</del>
Joey Croft (Pastor)	Rod Eddleman (Co/SPRC)	Susie Carnes (Co)	Kathy Giles (Co) ?
	Robert Godsey (Sec)	Keith Hamby (Sec)	<del>Sandy Click (Sec)</del>

Others in attendance: none

Opening Prayer: Milanda

## GB Business Meeting Agenda

- 1) Review, update & approve meeting minutes from 8.16.22
  - a. Kathy made a motion to accept the minutes. Regina seconded. Motion passed unopposed.
- 2) Reapprove names for signing checks at First State Bank will need to take copy of minutes to bank with signature card. Robert working to get necessary signatures.

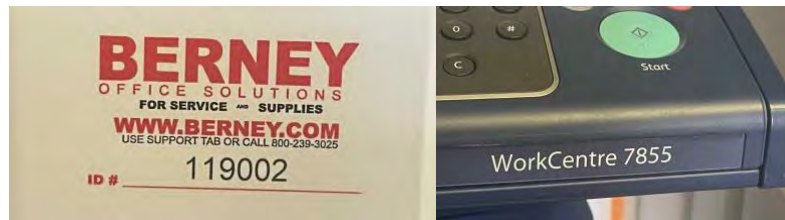
Robert Godsey	Place of Employment	Phone #
Regina Filmore	Place of Employment	Phone #
James Kuykendall	Place of Employment	Phone #
Susie Kenamer (Carnes)		
Rod Eddleman	Place of Employment	Phone #

  - a. Regina made a motion to approve the above names for signing checks at First State Bank. Kathy seconded. Motion passed unopposed.
- 3) Update on Discernment Committee meetings
  - a. Susie was only person at the GB meeting that is not on the Discernment Committee, Robert gave her a quick update.
  - b. Robert will make the Discernment Committee website live tomorrow. Robert shared the passwords for both the GB and Discernment Committee websites. Robert asked for feedback on the website.
- 4) Yard Sell Update (Kathy)
  - a. Kathy stated there are lots of donations already at the Youth Center for the Yard Sale.
  - b. Kathy is making a flyer with church information to hand out at the Yard Sale. She plans to put in church bulletin so church family can have one, also.
- 5) Update - DAR Football team ask New Life would sponsor a Thursday Night meal
  - a. New Life sponsored lasagna meal for DAR Football team on September 15th.
  - b. Pastor Joey stated he spoke for 10-15 minutes at the meal. Pastor Joey stated we need to do more of these outreach events with the school.
- 6) Update around Charge Conference for 2022, need two reports completed by board one from trustees and one from finance chair.
  - a. Robert stated there are several reports that need to be completed by people on the GB: Finance Committee Report, Trustees Reports, Lay Leader report.
  - b. Pastor Joey stated there is an option to copy information from last year's report. He will send the links to Robert.
  - c. Pastor Joey stated Charge Conference will be virtual this year, which is same as last year.
  - d. Robert stated James will complete most of the information. Robert will get each person a link or printout of last year's report.
  - e. Milanda stated the Nominating/Steering Committee needs to meet and discern leaders for the upcoming year. Pastor Joey mentioned that some churches refer to the Nominating/Steering Committee as the Long-Range Planning Committee. Steering Committee will meet on Sunday, September 25<sup>th</sup> right after church.
- 7) Update from James on recommendations needed in office:
  - a. Computer
    1. James' recommendations:
      - i. Desktop, Monitor, Mouse \$849, \$109, \$11(limited to working in the office)
      - ii. Laptop, Mouse \$899, \$11 (Can work in any location in the building)
    2. Robert requested we get Windows Pro.
    3. GB agreed if purchase a laptop, it would need to stay at the church and be locked up when not in use. It cannot be taken out of the church in case someone needs quickly access QuickBooks, write a check, other church software, etc.

4. Robert recommended paying more for a tablet/laptop combination. It could be used for other things like VBS signups, sound board app to be used in pews, etc.
5. Robert recommended we wipe the old computer and allow the daycare to have it to print worksheets, etc.
6. Rod asked about software needed. Susie thought the financials software should transfer to the new computer without a cost.

**b. Printer**

1. James' recommendation for a printer
  - i. Canon M5642 Printer \$699
2. Information to stop contract for current printer
  - i. Susie asked if daycare would want to continue using the printer. Robert stated the daycare wants to purchase their own printer.
  - ii. Cancel contract for current printer:
    - a. Send email with the following information included that New Life UMC wants to cancel contract for the following:  
TSE-contracts@xerox.com  
contract # CN18860-01  
Printer ID# 119002  
Meter reading # \_\_\_\_\_



3. Rod made a motion to authorize \$3000 for the purchase of a laptop (tablet), mouse, printer, locking cable, software. Regina seconded. Motion passed unopposed.
4. GB agreed that the contract for the printer would be cancelled if a new printer is chosen.

**8) Committee Updates**

**a. Finance Committee** update on budget/church funds

1. Year to Date Expenses: \$82,914.74. Received \$85,011.66
2. Susie stated that she will send these numbers to James to include in the bulletin.
3. Regina stated there are several bills being addressed to specific people. She would like to have those names removed and have bills sent to the church. GB agreed.
4. Republic bill has increased tremendously every month. Regina will make inquiries.
5. Finance committee is working to see where our money is spent and why it fluctuates. GB agreed this needs to be done.

**b. Trustees Committee**

1. Property sale @ 185 2nd Ave East Grant, AL: Judgment on the property for Tami Stewart. Our attorney has reached out to Turning Point attorneys and Nathan & Nathan 205.323.5400 Ben Freeman 334.699.7997 to see if this can be resolved. Waiting on closing date?
2. Robert stated we are waiting to hear from the lawyers about the judgement on 185 2<sup>nd</sup> Ave property.
3. Robert referenced the open issues list for all board members to look over.
4. Apryl stated that the Trustees recommended a clean-up day before Trunk or Treat – GB agreed on Saturday, October 22<sup>nd</sup> starts at 8:00am. Milanda to add to announcements.
5. Rod will research how to change the door code. Robert stated we need to let the daycare know when we are going to change the code.

**c. Steering Committee**

1. Open position to be filled on Steering Committee.
  - i. Milanda will add GB seat opening to announcements.
  - ii. See additional notes under Charge Conference item #6 above.

**9) Open Discussion**

*Minutes for Governing Board Meeting September 20<sup>th</sup>, 6:30 PM*

- a. Regina gave an update on financial issues with the daycare. An immediate concern was that we have become lenient on our handbook policy of paying before you get your childcare services. Being lenient has created over \$12,000 in unpaid payments to the daycare. Daycare has sent a letter to all parents stating they have until October 31<sup>st</sup> to get current. If they have issues with getting current, the daycare board will work out a repayment plan in writing. We can't give any raises or hire new teachers until this deficit is resolved.
- b. Milanda gave a report on Worship Leader/Staff Musician. She sent Job Description to Huntsville, Guntersville and Scottsboro businesses that teach music lessons and to local colleges (Snead, Northeast, UAH). She received 2 replies (Northeast Community College and Snead State Community College) stating they didn't know of anyone who could fill the position but would post on bulletin board.
- c. Milanda asked if wooden, moldy tables could be sold at the yard sale. The tables are an uncomfortable height for sitting.

**10)Next GB meeting October 18th 6:30 PM at church**

**Closing Prayer: Pastor Joey**

**Trustees Committee** open issues

1. Flooring Completed in hallways and fellowship hall
  - i. Need calking around double doors & flooring in fellowship hall What to do with old flooring:
    - a. Use to cover the scout hut floors, requested by daycare.
      - i. Bucket of glue is around \$130, make take 2 to 4 buckets + labor to lay the flooring.
    - b. What other areas to consider to use the flooring?
2. Xerox Printer contract can be canceled
  - i. Send email with contract # and Printer ID and Meter reading to:
    - a. TSE-contracts@xerox.com  
contract # CN18860-01  
Printer ID# 119002  
Meter Reading: \_\_\_\_\_
  - ii. Recommend deciding on printer and getting it place before we cancel current printer.
3. Lighting issues
  - i. Ceiling Lighting in daycare nursery rooms needs to be replaced
    - a. Looks like some of the fluorescent lighting ballasts are bad
    - b. Recommending replacing with LED lighting
  - ii. Need to replace wall lighting in fellowship hall
4. Need to fix baseboard at main Daycare door entrance where wood got wet
5. Request address HDMI cable on floor that is a trip hazard
  - i. Options
    - a. Put Rubber Cable Cover and Concealer cost around \$35 to \$65 (2 areas of concern at stage and choir area)
    - b. Wireless HDMI Extender Transmitter and Receiver around \$160
      - i. If you go with brand name of the projector it was around \$450
    - c. Put under carpet expensive to do at this time
6. Still would like to replace routers with mesh routers around \$350 to \$550
  - i. This change would make one login form all locations making one single network with better coverage in building.
  - ii. Cost of getting WIFI in HOC & Scout Hut is \$50 each (\$100) a month from NHTC <https://nhtc.coop/your-nhtc/>
    - a. May have an option to run wire to each cost of routers and outside wiring
    - b. Or Outdoor Weatherproof WiFi Range Extender/Wireless Access Point
7. Painting
  - i. Need to plan for painting in fellowship hall and hallways.
  - ii. Need to replace wall lighting in fellowship hall
8. Need new window treatment and fellowship hall
9. Need new door stops in fellowship hall and hallway entrance door to the kitchen
10. Many outside areas of the church still need to be address
  - i. Proper drainage at church entrance
  - ii. Gutter overflow issues with heavy rains
  - iii. Others?
11. House on the corner, all windows, deck and garage needs the addressed.
12. Need to do cleanup on outside of scout hut building

# Minutes for Governing Board Meeting October 18<sup>th</sup>, 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)	<del>Red Eddleman (Co/SPRC)</del>	Susie Carnes (Co)	Kathy Giles (Co) ?
	Robert Godsey (Sec)	Keith Hamby (Sec)	<del>Sandy Click (Sec)</del>

**Others in attendance:** Lana Bruno

**Opening Prayer:** Joey Croft

## GB Business Meeting Agenda

- 1) Review, update & approve meeting minutes from 9.20.22
  - a. Kathy made a motion to approve the minutes from 9.20.22. Apryl seconded. Motion passed unopposed.
- 2) Update from Kathy on yard sale.
  - a. New Life made \$1,605.
  - b. We sold wooden tables in Youth Center for \$200. She replaced them with two 8' tables and two 5' tables from the church. We do not need to purchase replacement tables 89in the Youth Center.
  - c. Ms. Virginia donated a push lawnmower. Keith is having it serviced, but he is not sure that it will be usable.
- 3) Discussion about discernment steps and processes
  - a. Robert stated the Discernment Committee met last Sunday.
  - b. Presentation has been completed. Joey is going to present on Wednesday at the Potluck and Information Session.
  - c. Committee discussed getting a lawyer for moving forward on the next path. The Discernment Committee feels the church should move to an independent status as we look at Global Methodist Church and the Foundry Network more closely.
  - d. Committee Members agreed that moving forward as an independent Methodist church based on the 2016 UMC Book of Discipline.
  - e. Kathy stated that Ann Lee of Guntersville First UMC is coming Tuesday night to explain choices for moving forward. Guntersville First UMC retained their lawyer from National Center for Life and Liberty. There are 15 smaller churches that also combined funds and retained them as well; they paid them \$1000 as a retainer for the year.
  - f. Keith made a motion that the trustees retain a lawyer. Sherry seconded. Motion approved unopposed.
- 4) Update on getting Charge Conference documentation to be completed.
  - a. Robert prefers we have documentation finished by end of this year, but NLT November 14<sup>th</sup>.
  - b. Sandy Click resigned from the board. Lana Bruno will join the church on October 30<sup>th</sup> and will then become an official member of the board.
  - c. Robert asked if the members should re-affirm the members of the board? Joey suggested we make a list of all the leaders and put it on the altar rail on the first Sunday in January and pray over them.
- 5) Update on new printers and Computer for the church
  - a. Computer, one color printer, one black-and-white printer and supplies for both printers. \$ 2,565.18
  - b. Other software
    - Microsoft Office \$ 64.79
    - Laplink PCmover \$ 43.19
  - c. Total spent for office \$ **2,673.16**
  - d. Robert made local logins for committees and some individuals. He created unique logins for:
    1. Admin Assistant
    2. GB Chair
    3. GB Finance
    4. GB Trustees

5. GB Steering
  6. Pastor
  7. Lay Leader
  8. SPRC
  - e. Robert setup emails for each login, @newlifegrant.org
  - f. Current laptop password for all accounts is: 5256@newlife
  - g. Robert also purchased a Microsoft account for the church computer. Email is nlmc5256@outlook.com.
  - h. Apryl made a motion to cancel the copier contract. Kathy seconded. Motion passed unopposed.
- 6) Update on Property sale @185 2nd Ave East Grant, AL
- a. No closing date at this time. Per the bank and attorney, we now have to get approval from UMC to purchase property.  
The attorneys requested bylaws on how the church is run; the bylaws will be ensure we have the rights to purchase property. Robert will give them copy of the section from the book of discipline on organization and administration.
  - b. There is a lien on the property. It is \$2,340 and will roll off in 2024 because Marshall Medical North can't find the records. Attorney recommended we allow him to handle it so we have no liability with the lien on the property.
  - c. Seller has our \$7500 deposit. If he walks away from selling us the house, he will have to return this deposit.
  - d. Regina recommended we put \$2,340 of the selling price of \$75,000 in escrow to take care of the lien.
  - e. Robert will discuss this option with the attorney. He is also waiting for Tom Parrish to give an approval from UMC.
  - f. Sherry made a motion for Robert to speak with the attorney about setting up an escrow account for the amount of the lien plus 10% to cover fees and title insurance to cover the church's liability for the lien. Keith seconded. Motion passed unopposed.
  - g. Offered \$75,000 - \$7500 deposit - \$2340 = \$65,160 that the seller would receive.
- 7) Since we do not have an admin person, Robert recommended to move to an accounting firm to manage paying our bills and payroll.
- a. Roy Rollings with Gateway Group LLC has been recommended by Joey and Ann Lee of Guntersville First UMC. Apryl will call, get an estimate and discuss with finance committee to see if we can afford it.
  - b. Kathy made a motion to have Apryl evaluate the accounting firms and notify finance committee of costs for comparison to budget. Susie seconded. Motion passed unopposed.
  - c. All committees need to submit budgets to finance by November 15<sup>th</sup> at next GB meeting.
  - d. The letter for disaffiliation stated we are overdue some of our apportionments. Robert is not sure from where they receive the amount of our income. Susie stated we are up to date on our apportionments and wondered if they were counting designated giving as part of our income. It is her understanding that designated giving should not be included in apportionments calculation.
  - e. Scott Selman is the North Alabama conference UMC Treasurer. Regina will call him to see if designated income is used to calculate the apportionments.
- 8) Committee Updates
- a. Finance Committee update on budget/church funds
    1. Regina shared spreadsheet of offerings and income for 2022.
  - b. Trustees Committee N/A
  - c. Steering Committee N/A
- 9) Open Discussion
- a. Door lock can be set up individually with a code or a fingerprint. The door will remain locked at all times, except for Sundays from 8am – 11am.
- 10) Next GB meeting Nov 15th 6:30 PM
- 11) Joey may be out of town Sunday Dec 3<sup>rd</sup>. Milanda will find a speaker.

**Closing Prayer: Kathy Giles**

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 Fillmore (Chair)	<del>Sherry Newton (Chair)</del>
<del>Joey Croft (Pastor)</del>	Rod Eddleman (Co/SPRC)	Susie Carnes (Co)	Kathy Giles (Co) ?
	Robert Godsey (Sec)	Keith Hamby (Sec)	Lana Bruno

### GB Business Meeting Agenda

1) Review names to sign for closing on property located @ 185 2nd Ave E Grant, AL 35747

a. Meeting is through text messaging started at 2:07 PM 10/31/22

Can I get your approval for the following people to sign for the purchase of the property located @ 185 2nd Ave E Grant, AL 35747

**Apryl Emmons - Trustee Chair**

**Rod Eddleman - SPCR**

**Regina Fillmore - Finance Chair (Replacing Sherry Newton)**

**Keith Hamby - Finance Secretary**

**If an alternate if needed for the closing**

**Robert Godsey - Board Chairman**

**Kathy Giles - Steering Committee**

I need someone to make a proposal and then someone to second for the above and last vote for this change.

**Rod Eddleman propped names for signing:**

Apryl Emmons - Trustee Chair

Rod Eddleman - SPCR

Regina Fillmore - Finance Chair (Replacing Sherry Newton)

Keith Hamby - Finance Secretary

If an alternate if needed for the closing

Robert Godsey - Board Chairman

Kathy Giles - Steering Committee

**Regina Fillmore second**

**Motion passed (see below for screen shot of text messages.)**

**b. Those approved to sign for the closing of the property located @ 185 2nd Ave E Grant, AL 35747**

Apryl Emmons - Trustee Chair

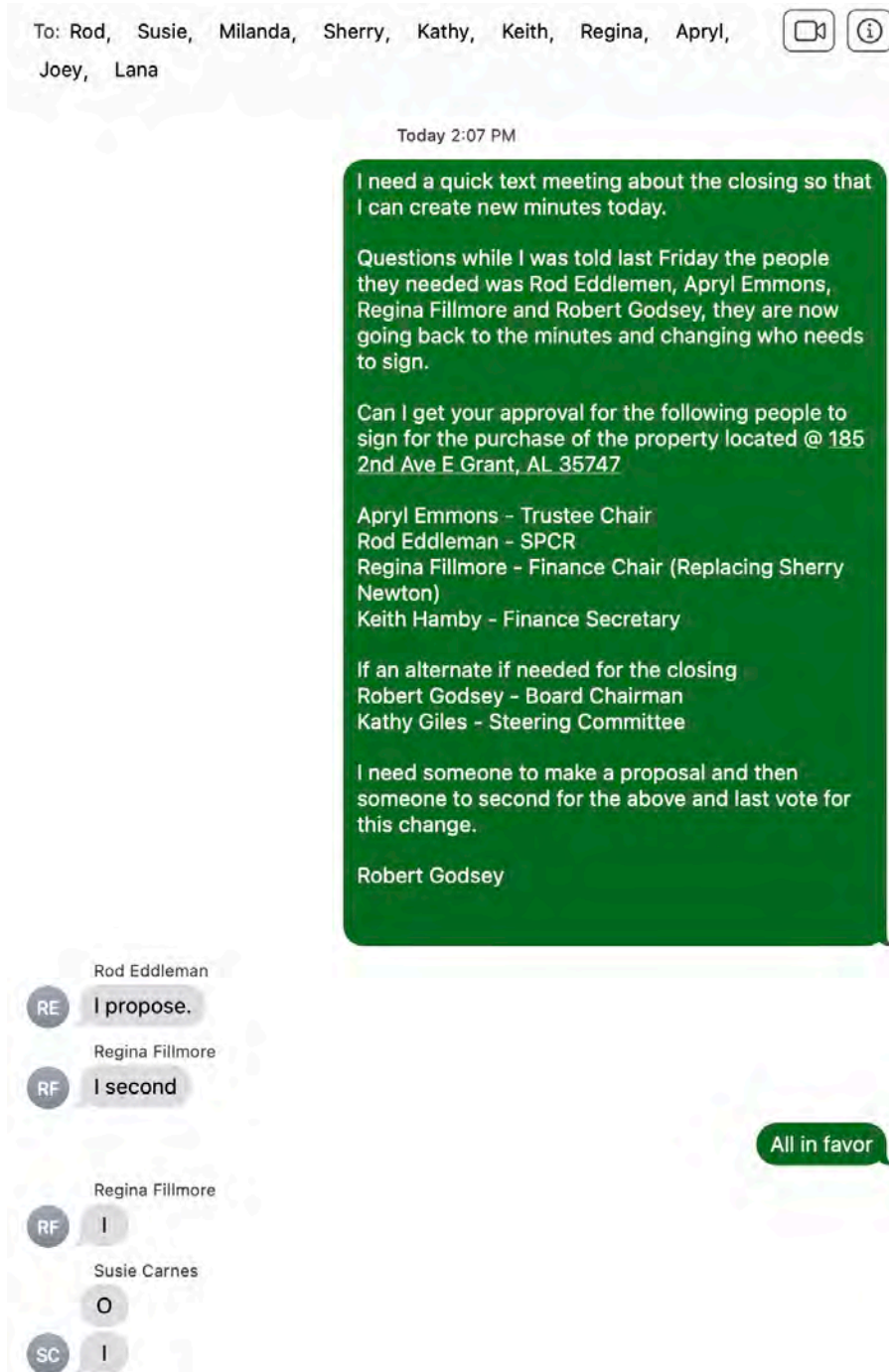
Rod Eddleman - SPCR

Regina Fillmore - Finance Chair (Replacing Sherry Newton)  
Keith Hamby - Finance Secretary

**If an alternate if needed for the closing**

Robert Godsey - Board Chairman  
Kathy Giles - Steering Committee

**Text message screen shots:**





Rod Eddleman

RE I propose.

Regina Fillmore

RF I second

All in favor

Regina Fillmore

RF I

Susie Carnes

O

SC I

Kathy Giles

KG I

Rod Eddleman

RE Aye, from the proposer

Keith Hamby

KH I

Milanda Taylor

MT I

Lana Bruno

LB I

Motion passes

Thank you for your help with this!

Lana Bruno

LB Thank you Robert!

Text Message 

*Minutes for Governing Board Meeting November 6<sup>th</sup>, 10:30am*

Governing Board Members in Attendance:

~~\*Absent members~~

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

**Others in attendance:** Stan Emmons, Ronnie Carnes, Patty Rice

**Special Governing Board Meeting after the Disaffiliation Question & Answer Session**

1. Rod Eddleman made a motion to accept the new proposed name of our church as New Life Methodist Church. Kathy Giles seconded. The motion passed unopposed.
2. Apryl Emmons made a motion that the church incorporate under the new name of New Life Methodist Church and no longer be incorporated as New Life United Methodist Church. Kathy Giles seconded. The motion passed unopposed.

## 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)	<del>Amy Emmons (Chair)</del>	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 16<sup>th</sup>
    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](mailto:rschultz@umcna.org) , [hare@harelaw.com](mailto:hare@harelaw.com) and [tom.parrish@umcna.org](mailto:tom.parrish@umcna.org).
  - v. Joey will be attending the Dec 10<sup>th</sup> 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 16<sup>th</sup> 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)**  

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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 11<sup>th</sup> 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**

**New Life Methodist Church (NLMC)**  
**Governing Board (GB) Meeting Minutes**  
**December 13, 2022**

Attendees: Rod Eddleman, Apryl Emmons, Robert Godsey, Regina Filmore, Kathy Giles, Keith Hamby, Sherry Newton.

1. Rod opened meeting in prayer.
2. Minutes from previous GB meeting were reviewed, moved for approval by Regina, seconded by Kathy, and passed unopposed.
3. After discussing recommendation for re-instituting acolytes during the worship service(s), Sherry moved for approval, Kathy seconded, and motion passed unopposed. {Did we discuss an acolyte shepherd (coordinator), and/or a GB member to approach a prospective shepherd?}
4. Regina reported on a few significant topics of the Dec 8, 2022 New Life Christian Academy (NLCA) board meeting:
  - 1) Subsequent to the fall notice to parents/guardians of the necessity to adhere to timely rendering of tuition IAW existing provisions in the student guide, collections since the Oct 31 2022 deadline have been pretty steady and consistent.
  - 2) The contribution of the steady tuition collections to the end of year financial health and outlook enabled approval of Christmas bonuses to the NLCA staff, and at levels up from last year.
  - 3) The daycare Director, staff, and students' families all love the Procure Program.
5. The 2023 NLCA Board of Directors composition was discussed. With Susie Carnes, Jessica Lewis, Emily Mitchell, Mandy & Robert Patterson rolling off, replacement Directors will be needed. Also discussed that Board Chair Cindy Kennamer will be departing (date?/soon?). Some candidates were discussed, but the GB agreed it needed to review the NLCA bylaws to ensure the GB is postured to satisfy its responsibilities under the NLCA bylaws.
6. Rod moved and Regina seconded to appoint Patti Rice as Chairperson of the NLCA Board of Directors. Motion passed unopposed.
7. Discussion ensued over status of printer/copier equipment and its usage, both by NLMC and NLCA.
  - 1) The legacy commercial copier has a monthly payment (\$XXX?), due to pay off in [Feb 2024?]. If used during the period, per copy fees also accrue.

2) A pair of copier and printer purchased in the fall from GB authorization provides alternative most cost-efficient NLMC option to the legacy commercial copier.

3) Another commercial printer/copier was recently donated to the church for its use and/or disposition.

4) Kathy moved and Apryl seconded that the church donate the recently-donated commercial copier to the NLCA for NLCA use, and that the monthly payment for the legacy commercial copier would continue to be split [record the split?] between the church and NLCA. Motion passed unopposed.

5) As a result of these actions, NLMC staff and congregants will utilize the new smaller copier and printer purchased this fall for its printing and copying needs, the NLCA will utilize the copier donated to it, and each party will provide its own supplies (e.g. paper, ink, etc).

8. Regina reviewed the current utility shares assessed to NLCA (e.g. electric, gas, water, garbage, etc). After review for other candidates, such as NLCA phone line (currently \$10?/mo) and internet, will report back to GB in future with possible recommendations.

9. Discussed upgrading the lighting in the building, replacing in logical stages the old incandescent, fluorescent, and CFL bulbs with LED bulbs (and fixtures where needed). Apryl moved and Rod seconded GB move out with upgrade, and NLCA will be assessed 100% cost of parts for its classrooms, and 50% for remaining shared areas. Motion passed unopposed.

10. Discussed necessary signature changes and at First State Bank (FSB): Regina moved and Kathy seconded to remove James Kuykendall and add Carol Godsey to check signature, and add Robert Godsey to safety deposit box. Motion passed unopposed.

11. Regina reviewed the budget for 2023. Discussed some events, like Trunk or Treat, VBS, and need for more children's events. Plan to manage years' expenditures reporting to the budget, probably requiring a new Quick Books composition aligned to the budget.

12. Discussed potential candidate(s) for Worship Leader position.

13. Keith reported establishment of an "Observation Book" for us/NLCA staff to report things for Wayne's Pest Control employees to check/address in their monthly visits. Additionally, most pest control companies strongly endorsing/recommending the "centricom" type systems to maximize the effectiveness against termites. Keith will report back with a cost comparison for us to switch over all 3 buildings as a bundle vs 3 separate accounts.

14. GB members requested to finish review of the NLMC bylaws and provide any remaining comments to Robert by Dec 21.

15. Discussed actions needed to remove vestiges of former affiliation to the UMC, e.g. “United” from Methodist Church, and the UMC red flame on the cross.

- 1) Lighted sign.
- 2) Youth Center sign.
- 3) Outside Cross on building.
- 4) Altar cross.
- 5) Narthex floor mat.
- 6) Marble plaque / time capsule cover.
- 7) Hymnals.

16. Robert plans to register the quitclaim deed Fri Dec 16.

17. Meeting close in prayer by Robert Godsey