

**CARLISLE UNITED METHODIST CHURCH  
LEADERSHIP COUNCIL  
November 20, 2017  
OPEN SESSION MINUTES**

Our Mission: “Inviting all to become disciples of Jesus Christ serving Carlisle and beyond.”

Present: Jeff Barnes, Christina Benson, Jeff Boley, Ron Chipriano, Debbi Goeltsch, Mira Hewlett, Kerm Leitner, Stephanie Pepper, Tracy Sands, Jim VanZandt and Bill Yufer. Absent: None. Guests: Wayne Henderson, Roger Woods, and Marian Gibble (Recording Secretary).

- I. The meeting was called to order at 5:48pm by Kerm Leitner, chair.
- II. Devotions and opening prayer were led by Kerm Leitner.
- III. Moments with the Pastors:
  - A. The church collected 12 Thanksgiving bags of food and \$4,565 in donations going to Project Share.
  - B. We are looking at better ways to coordinate giving to various community projects.
  - C. The Angel Tree is ready for the holidays. A reminder that we need tags to come back with the presents. Presents are due December 3.
  - D. December 2 is Leadership Council’s Christmas Party. Pastor Mira thanked everyone for their responses.
- IV. Announcements
  - A. Money is available in the church budget to pay for everyone invited to the December 2, 2017 Leadership Council’s Christmas Party.
  - B. At a special Executive Session held on Sunday, October 29, 2017, the Leadership Council approved the hiring of Bryant Caballero and Ginnah Etah as childcare workers.
  - C. On Saturday, November 6, Pastor Jim, Ron Chipriano, Kerm Leitner, Wayne Henderson and Roger Woods participated in a leadership seminar. Kerm was pleased to realize that we are already doing most of what was suggested at the seminar. He would like to see group leaders in our church doing/attending similar workshops.
  - D. On the Sunday of the Methodist Church’s annual conference, the pastors will again get the Sunday off. Kerm asked Rev. Iva O’Brien, one of our choir members, to fill the pulpit at that time.
  - E. At a special meeting of the Leadership Council on Sunday, November 5, 2017, the only agenda item was the 2018 Budget.
    1. The proposed budget contained estimated revenues of \$1,296,438 and estimated expenses of \$1,370,793. This provides a difference of \$74,355.
    2. The budget listed payment of Shares of Ministry at 100%.
    3. Following a motion by Ron Chipriano and a second by Jeff Barnes, the Leadership Council unanimously approved the 2018 budget.
    4. This is the earliest a budget has been approved since our unification, and the projected deficit of \$74,355 is the smallest deficit in an approved budget.

- F. During the Executive Session preceding tonight's meeting, following a motion by Ron Chipriano and a second by Tracy Sands, the Leadership Council unanimously approved the hiring of Kathy Charette to replace Sue Barnes as CUMC's Welcoming Coordinator. This will be effective January 2, 2018.
- G. An Orientation Session of the three new Leadership Council members took place this afternoon. Welcome to Debbi Goeltsch, Wayne Henderson and Roger Woods. The two sessions this evening are a continuation of their orientation.

#### V. Old Business

- A. Pastor Mira presented a three-point action plan for her Lake Institute Project towards obtaining an Executive Certificate in Religious Fundraising:
  - 1. Critical Groundwork
  - 2. Leadership Development
  - 3. Team Development
- B. Pastor Mira's Timeline for the project:
  - 1. December 2017 – request data on giving and create reports
  - 2. January 2018 – recruit/begin Advancement Team
  - 3. March 2018 – conduct individual interviews
  - 4. June/July 2018 – prepare 3-year plan to Leadership Council for fundraising
  - 5. November 2018 – completion of project
- C. Pastor Mira will present the first of four presentations to the Leadership Council at the December 18 meeting.
- D. Pastor Mira asked for suggestions of a better name other than "Advancement Team."

#### VI. New Business

- A. Following a motion by Kerm Leitner and a second by Ron Chipriano, the Leadership Council unanimously approved Jack Maddox's resignation from the Leadership Council which had been tendered verbally on October 23, 2017 to Pastor Jim and Kerm.
- B. Amending CUMC's By-Laws
  - 1. The By-Laws of the church did not identify the procedures for when a member of the Leadership Council resigned.
  - 2. Following a motion by Christina Benson and a second by Stephanie Peffer, the Leadership Council unanimously approved the following amendments to the By-Laws under Article V. (Leadership Council)
    - (a) Language was added to *Section 1* identifying the last Sunday morning of October for the annual election of Leadership Council seats.
    - (b) In *Section 2*, the organizational meeting in June was changed to read December or January to match membership terms.
    - (c) *Section 6* was added to the By-Laws. It now reads: "*Section 6*: When any vacancy exists or occurs among the members by resignation, death or otherwise, the vacancy shall be filled for the remainder of the term by a majority of votes cast by the remaining members at a meeting of the Leadership Council."
  - 3. Bill Yufer asked, "Is there going to be a policy written to indicate procedures to follow in appointing someone to fill a vacancy?" Kerm responded, "Yes. In this case it just makes sense to appoint Debbi because she has just gone through the election process. We will identify procedures for different circumstances."

- C. Following a motion by Bill Yufer and a second by Stephanie Peffer, Debbi Goeltsch was unanimously appointed to fill Jack Maddox’s term beginning immediately and ending on December 31, 2019.
- D. A 2018 Meeting Schedule was distributed to all Leadership Council members. Meetings will continue to be scheduled the third Monday of the month, and the Executive Sessions will continue to be scheduled to start at 5:00pm and last about 45 minutes.
- E. Following a motion by Bill Yufer and a second by Ron Chipriano, the Leadership Council unanimously approved the use of Thelma McCullough Funds to pay \$15,560 in Education and Retention Awards to nine Little Lights Learning Center (LLLC) teachers. This amount will be repaid by LLLC into the Thelma McCullough Fund when the state releases the money to LLLC in May or June 2018.
- F. Following a motion by Jeff Barnes and second by Christina Benson, the Leadership Council unanimously approved a change in the 2018 approved budget for Spring Garden Campus adding the line item “Permit and Utility Fees” in the amount of \$175,000. This will simplify bookkeeping and the tracking of money for the new facility. This will not impact negatively on the approved operating budget.

#### VII. Leadership Council Members’ 2018 Responsibilities

- A. CONNECT – Debbi Goeltsch
- B. Facilities:
  - 1. Current – Jeff Boley
  - 2. Spring Garden Campus – Jeff Barnes
- C. Finance – Wayne Henderson
- D. GROW Adult – Christina Benson and Roger Woods
- E. GROW Children & Youth – Kerm Leitner
- F. Personnel – Stephanie Peffer
- G. SERVE – Ron Chipriano
- H. WORSHIP – Ron Chipriano and Kerm Leitner

#### VIII. Around the Table

- A. Kerm Leitner noted that starting in December, the Director and Assistant Director of Little Lights will have an annual evaluation performed by its Board’s Personnel Team.
- B. Jeff Barnes stated Rich Charette received a letter from PPL concerning the replacement of a light. Investigation into this matter revealed that PPL has been billing the church monthly for a light on a pole that was removed 12 years ago. The church has paid \$3,672 during this period of time. Kerm asked Roger if he would draft a letter to PPL to the effect that the pole was removed 12 years ago.
- C. Tracy Sands thanked everyone for the cards and gift she received at a recent dinner party honoring Bill and herself.
- D. Pastor Jim thanked everyone on behalf of the staff for a Professional Development Day. This day provided the staff for an opportunity to grow professionally.
- E. Pastor Jim noted we filled our obligation to the Conference with our Church Conference on November 14.
- F. Bill Yufer reminders:
  - (a) Alternative Gifts projects have been printed and are available in the Gathering.
  - (b) VIM will be working in Harrisburg doing demo work.

- (c) VIM is going to South Carolina in January with 6 people attending—two of them are new volunteers.
- (d) A trip is being planned to go to Florida in April—looking for 12 volunteers.
- (e) Seven workers are going to Haiti in January.
- (f) Homework Clubs are presently assisting 7 kids at Hope Station and Safe Harbour. 4 Four of the tutors are not members of CUMC.
- G. Ron Chipriano updates:
  - (a) We presently have 37 LAMs.
  - (b) On December 9 we will have a CONNECT Family Night evolving around two movies (“Christmas on 34<sup>th</sup> Street” and “Elf.”) with food supplied.
  - (c) On December 9, Chip’s Sunday School class will be hosting Ed Apple, reporting on a trip he took to China last month.
- H. Christina Benson reported:
  - (a) 14 will be attending an Adult Grow Advent book study.
- I. Leadership Council members thanked Connie and Kerm Leitner for opening their home to Leadership Council last Friday.

IX. Open Session adjourned at 7:09pm with prayer by Pastor Mira.

**Next Meeting: Monday, December 18, 2017 – Executive Session, 5:00pm and Open Session at approximately 5:45pm.**

Respectfully submitted,  
Marian Gible, Recording Secretary