

**CARLISLE UNITED METHODIST CHURCH**  
**LEADERSHIP COUNCIL**  
**May 11, 2015**  
**MINUTES**

Present: Gary Ankabrandt, Jeff Barnes, Bill Bunt, Kathy Charette, Mira Hewlett, Kerm Leitner, Stephanie Peffer, Jim VanZandt, Lois Weibley and Bill Yufer. Absent: Ron Chipriano. Guests: Jerry Stuart, member and presenter, and John Seaton, member.

- I. Kathy Charette called the meeting to order at 4:55pm. Lois Weibley provided the devotions and opening prayer.
- II. Kathy introduced Stephanie Peffer and all of us stated our names and our work areas.
- III. Goals Team Update – Pastor Jim and Jerry Stuart
  - A. Pastor Jim thanked Kathy, Gary, Jeff and Jerry Stuart for their work on the Goals Team.
  - B. Pastor Jim indicated that their initial work started as a tedious pursuit as it appeared that there would be a mountain to climb. However, as the work continued, there was the realization that they were being presented an opportunity not to just set the goals for one year but rather to formulate a template for CUMC for the next fifty years. We look at this as a gift to CUMC for the next fifty years.
  - C. After viewing the church commercial, which we had been sent recently, the message was made clear in one minute – we make the community better by making Disciples of Jesus Christ.
  - D. Documents
    1. Why have a Strategic Plan? It will help us avoid fragmented management practices and the establishment of competing goals and roles of the Leadership Council, Pastors, Staff and Congregation.
    2. Our Mission: “Inviting all to become Disciples of Jesus Christ serving Carlisle and beyond.”
      - a. It is different than the original and more specific than “building bridges.”
      - b. Our logo will remain the same.
    3. Our Vision – expands the mission statement.
    4. Our Core Values – formerly known as pillars
    5. Strategic Plan Template – a three step plan for making disciples
      - a. Step 1 – Engage and invite people to experience Jesus
        - (1) Community Interaction
        - (2) Transform
        - (3) 22% of budget, manpower and resources
      - b. Step 2 – Engage and invite people to experience CUMC
        - (1) Intentional Doorways into CUMC
        - (2) Grow/Develop CUMC
        - (3) 30% of budget, manpower and resources
      - c. Step 3 – Encourage people to begin their journey down the Pathway to Discipleship.

- (1) Operate/Nurture CUMC
- (2) 48% of budget, manpower and resources

E. Discussion

1. Jerry Stuart – the template lays out in a matrix everything that CUMC does now or proposes to do in the future. The orange (transform/engage) and green (grow/develop) attempt to overcome the rate of loss that churches face. They provide what our churches in the past have lacked – an engine to grow the church.
2. Pastor Jim shared the “Pathway to Discipleship” brochure and stated that it had been written for folks who want to know how they can become a Disciple. He also shared that once everything is in place, that the micro and macro goals can actually be measured.
3. Those not serving on the committee asked for some time to study all of the diagrams which we had been given.
4. Kathy indicated that we would be able to talk about this at our next meeting
5. Jerry counseled that it would help us to be deliberate in making our decisions about the funding of all of our ministries. In the past we have concentrated too much in the nurturing of the church and ignored what we can do to attract new Disciples.
6. Gary asked about the percentages associated with the three steps. They can be adjusted yearly as we begin to build the budget for the next year.
7. Stephanie liked the “Pathway to Discipleship” booklet.

IV. Finance – Following a motion by Bill Yufer and a second by Gary Ankabrandt, the Leadership Council unanimously approved the recommendation from the Legacy Team to maintain \$20,000 of the Thelma McCullough funds in cash for the Little Lights Learning Center’s use as appropriate and to invest the remainder of the McCullough funds (approximately \$153,000.00) in the Balance Fund of Orrstown Financial Advisers.

V. Safety and Security Team

A. Summary of CUMC Physical Security Findings

1. Lighting
  - a. All lighting issues have been addressed.
  - b. By consensus, the Leadership Council decided to retain the use of the banners above the church’s sign on the corner of S. West and Pomfret Streets.
2. The Leadership Council will discuss the physical intrusion detection system and the security camera system at our next meeting. Bill B. requested that the Leadership Council be shown how the security camera system operates at that time.
3. Jeff will check with the Carlisle Police department if they might offer training for Liz Myers and Kathy Baird in exchange for our providing the use of First Church for their training previously. Dickinson will charge us \$1300 for training our two evening security personnel who handle lockup procedures.

4. Key Accountability – there is a problem with outside organizations passing keys among themselves. Gary and Jeff will send out a reminder to these groups regarding key changes amongst their personnel must be reported to the Facilities Manager.
  5. Rich Charette is currently building a cabinet to which the safe will be bolted when finished.
  6. Mini-blinds have been installed in the workroom where the counters count the offerings on Sunday afternoons.
- B. Discussion
1. Kerm suggested that the Safety and Security Team collect estimates for all of the installations and upgrades which will be necessary if the vote is to remain in the present facility.
  2. Bill B. suggested that the Safety and Security Team investigate the key swipe system.
  3. John Seaton reminded us that on August 6, CUMC would undergo a very extensive evaluation of our building's safety and security by ALICE.
- C. Incident Report/Instructions
1. The updated Incident Report with written instructions was reviewed favorably.
  2. Kathy asked those of us with teams to send the Incident Report and Instructions to our leaders and where they can get them if needed.
- D. The orange sheets, which have been posted for the ushers to use during emergencies, have already been revised.
1. Officially, the 911 address of CUMC is 55 W. South Street.
  2. Two ushers, previously just one usher, should escort a person in need out of the Sanctuary in case there is a need to attend to someone else simultaneously when leaving.
- VI. MNET Meetings on June 7 & 8 (instead of Church Hall Meetings)
- A. Kathy indicated that she is proposing to share what we know we can't do or offer if we remain in the present facility.
  - B. Gary suggested that the meetings just be an opportunity for members of the congregation to ask questions.
  - C. Kerm stated that in Jay Layman's recent MNET newsletter article, he is named to receive questions and to date he hasn't received any.
  - D. Pastor Mira shared that just this morning a member of the congregation had said something to her on her walk to church. She advised us that cards should be made available prior to the meeting because some members might be intimidated by the large group setting and not feel comfortable asking a question.
  - E. Bill B. suggested that we move the MNET Meeting back if we can't provide sufficient notice.
- VII. Due to Memorial Day, our next Leadership Council meeting will be on June 1.
- VIII. Finance – Bill Yufer
- A. Financial Goals Team Update

1. At our April 13, 2015, meeting, the Leadership Council unanimously approved the Financial Goal #3 to read, “Maintain an operating reserve that is 20% of the Annual Budget.”
  2. The Finance Team felt that this percentage was too high.
- B. Following a motion by Bill Yufer and a second by Bill Bunt, the Leadership Council rescinded the previous action and unanimously approved the modification of Goal #3 to read, “Maintain a cash reserve equal to two months of the current year budgeted General Fund Expenses (Annual Budget).”
- C. Legacy Team Recommendation
1. At our last meeting, a motion by Bill Yufer failed with no second.
  2. Following a motion by Bill Bunt and a second by Kerm Leitner, the Leadership Council unanimously approved the recommendation to make it the policy of CUMC to sell stocks that have been gifted to the church immediately with the exception of a rare occasion which could possibly arise.
- IX. Be 1 of 100 Update
- A. The second week of the campaign has been completed.
  - B. 62 have now signed up for electronic giving.
  - C. Pastor Mira indicated that Vanco only allows for one first and last name. She has been telling folks to put both first names in the first name space if a couple wants both names to show.
- X. At 6:30, the Leadership Council took a five-minute break before moving into Executive session. The open portion of the meeting resumed approximately one hour later.
- XI. Around the Table
1. Bill Bunt reminded us to get to him our requests for childcare. He will come back to us with a proposal which will undoubtedly be new from what we are presently doing. He inquired about the attendance at the Contemporary Service – it is stable according to Pastor Jim.
  2. Kerm said that if we could get more children to lead/participate in worship services, our attendance would grow. When the Sunbeams and SPArKS sing, there is a bump upward in attendance.
  3. Lois showed us the sign which will be used to advertise the combined service and picnic on June 21.
  4. Pastor Jim
    - a. Ministerium will be meeting at CUMC tomorrow.
    - b. “I am blessed and privileged to be here.”
    - c. It’s great to have all of the kids at the services. We need to do a better job telling folks that childcare services are available.
    - d. We probably need to train the ushers to talk to folks who are detracting from the services.
  5. Pastor Mira
    - a. If you are available, we could use your help on the June 3<sup>rd</sup> Day of Service at the Children’s Home from 8am to 3pm. Deadline for signups is this Sunday, May 17.
    - b. The deadline for the summer newsletter is May 18<sup>th</sup>.

6. Kathy – the summer GROW brochure is now out and it is part of the Pathway to Discipleship.
- X. Following the closing prayer by Pastor Jim, the meeting was adjourned at 7:45pm.

**Next Meeting: Monday, June 1, 2015 @ 5pm**