



Board Meeting Minutes

First Christian Church

October 21, 2023, 10:00 am

1) OPENING ITEMS

- a) Call to Order / Establish Quorum (10:00 am Ric Brightman, Phil Brooks, Esther Devall, Eric Hays-Strom, Scott Hays-Strom, Karen Holmes, Kamy McKenzy-Shaw, Bruce Weber, Sherry Woods)

Excused:

Absent: Rev. Patrick Crocker

Present:

- b) Devotional Minute – Esther
God's grace is never ending. Sometimes we feel overwhelmed. That is when we need to ask for help.

- c) Approval of Agenda:

- d) Approval of Minutes:

- i) Board Meeting September 16, 2023

- e) Log email vote – No email votes

2) COMMITTEE REPORTS

- a) Property Matters – Esther – No report

- i) The bee problem is managed. After the area dries moth balls will be placed in the area so bees in the future will not smell the honey and make a home in our church walls.

- b) Technology Committee – Eric/Bruce – No report

- i) The web site only needed to be rebooted once last month. John S. is working on a new web site.
ii) Bruce states the need to get someone in to check the soffit to ensure it is strong enough to hold the TVs. If the soffit isn't strong enough, additional work to hang the TVs is needed. The TVs will need to hang from the ceiling.

- c) Faith Action Committee – Ralph Holmes

- Mike Bureman suggested First Christian Church sponsor a refugee family. Currently First Presbyterian is hosting a family with help from El Calvario.
- Phil stated FCC hosted a family in the past and Jack LaSage headed the project.
- There were concerns that it may be too big a project for the church to manage at this time based on finance and people to commit to the project.
- Esther has a contact at First Presbyterian that she will contact for more information.
- If we don't sponsor a family, we can offer help as a buddy church and give donations to El Calvario.

- d) Worship Committee – Eric – No report
- i) Attendance Report – Eric
 - (1) Eric said the average has been going up on Zoom and Facebook for the last month. Weekly attendance isn't changing much. Attendance at the Contemplative Worship increased from 5 to 7.
 - (2) Sandy Weber – Brown Bag Lunch on 3rd Wednesday. There was less this month. There was only 1 table filled.
- e) Property Liaison – Karen
Rev. Jennifer of Unity Church of Las Cruces is requesting space to rent and what the rates would be. Unity is checking for space for a book study during the week, a mid-week service in the evening, and perhaps an event Sunday. She hasn't contacted Karen H. for further details. The board approved the use of limited areas but there is no room to rent Unity. Based on the usage the rate will be \$100 - \$175 per month.
- f) Pastoral Support Committee – Esther – No report
- g) Pastor's Report – Rev. Patrick Crocker – No report
- h) Treasurer's Report – Bruce – September was a good month. We have a surplus of \$835 and a surplus of \$11,200 for the year. This is caused by not having a settled pastor benefit package to cover. The building maintenance is looking good.
- i) Financial Secretary's Report – Eric –
- Eric stated the finances look good for the month. See the reports for the breakdown. He plans to send out statements soon and bring them to church tomorrow. He has received some pledges for 2024.
 - The Finance Committee met. The committee consists of Bruce, Eric, Debby Johnson and Ralph Holmes. Debby agreed to be the chair of the committee. They will meet every 2 weeks. The initial work is to review the current policy and make recommendations. The group agreed that relatives can't be on the Finance Committee and there should be an audit at least once a year.
- i) Stewardship – Esther – No report
Esther will mention the pledge cards during service.
- j) Event Committee – Scott/Eric
- i) The pride fest didn't go well this year. They were late in entering and will watch for next year.
- k) Pastoral Search Committee – Ralph Holmes (chair)
- They are finishing compiling the questions to ask any possible pastor applicants.
 - Esther sent out request for referral letters from Workers for Justice, El Calvario, El Caldito, Backyard Farms and St. John's CCOA. She is still waiting for the letters.

3) STRATEGIC PLAN REVIEW – Scott/Esther –

- a) Visitation and outreach education for Elders.
 - b) Improve Learning for Elders
- The elders are meeting on the 26th and will discuss.

See Document: 3_Monitoring and evaluation of plan.docx.

We need to review the whole document in December so we can give a status on our strategic plan for the annual meeting in January. Per the bylaws, the annual meeting needs to be announced 90 days in advance. Eric will announce the meeting tomorrow during the church service.

4) OLD BUSINESS:

a) Status of Jon Kessler boxes – Eric/Scott

- i) Eric didn't get the letter sent out to Jon. He will bring the letter to Esther, who will send it.

- b) Congregational Survey – Kamy – She doesn't have the results yet. Eric will retrieve the results from Mailchimp and send them to Kamy and the board.

c) Policy and Procedure Report – Eric (Proposed and not approved)

- i) Crisis Response Plan - Kamy
- ii) Employee Handbook Policy/Procedure

d) Security

i) Door Locks – Bruce

- The locksmith is in the process of installing the new door handles and locks. The wrong parts were sent and should be received then installed next week.
- The replacement lights have been ordered and have arrived. Dave W. is out of town this week. He will work with Jerry to install them next week. Bruce ordered extra lights as spares.
- Unknown the status of the ring cameras that Paul Cook is ordering.

ii) Creation of security/safety plan and team – Esther

- Esther set up the security/safety team, which includes David Rice, Sue Stefford-Grey, Paul Cook and Esther. At their meeting they want to go through the safety policy. Eric has a template for the safety policy that he will send to Esther.
- Esther wishes to have a fire drill soon – next Sunday. Sandy W. will pull an alarm (not the actual fire alarm) and Paul Cook will have a stopwatch for the time spent. She will go over the evacuation plan tomorrow during the worship service in preparation for the fire drill the following week.
- When the officer was here to check the property, he stated the playground gate should be unlocked so people can get away from the building. For

security reasons, Jerry needs to have the gate locked during the week. Jerry will unlock the gates Sunday morning.

- e) Western Sky (Mental Health Training) – The online training will occur this Tuesday. They will meet at church so can attend together. Phil noted that he couldn't get in for pre-workshop. Esther said that is a known issue with the software and that she and Paul C. also had problems. She said she will send the name of the class teacher to Phil to contact for help.
- f) Breath of Life Ministry – fundraiser: Saturday October 28 from 10:00 – 4:00. They wish to set up at 8:00 and hope to clean up and be out by 6:00. They will need the kitchen because they are having a bake sale. They will also use the sanctuary, atrium and parking lot. Esther will give her a key to the building.

5) NEW BUSINESS:

- a) Nominating Committee: Scott, Esther and Paul C. will be on the nominating committee. They will divide up the positions and check whether people want to sign up for next year and find additional people for positions. Eric has a worksheet of the people and positions to be filled. He will give it to Esther.
- b)

6) ANNOUNCEMENTS:

- a) Open Floor –
- b) Next Board Meeting: November 18, 10 a.m.

7) ADJOURNMENT: Meeting adjourned at 11:00 a.m.

Submitted by Karen Holmes,
Secretary