



# Board Meeting Minutes First Christian Church January 20, 2024, 10:00 am

## 1) OPENING ITEMS

- a) Call to Order / Establish Quorum (9:58 am Ric Brightman, Phil Brooks, Rev. Patrick Crocker, Esther Devall, Eric Hays-Strom, Scott Hays-Strom, Karen Holmes, Kamy McKenzie-Shaw, Bruce Weber, Donald Wilson, Sherry Woods)  
Excused:  
Absent:  
Present: Zante Garcia

- b) Devotional Minute – Esther – Time for Everything, with every ending there are new beginnings.

- c) Approval of Agenda:

- d) Approval of Minutes:

- i) Board Meeting December 16, 2023

- e) Log email vote

- i) Creation of Assistant Treasurer Position:

## 2) COMMITTEE REPORTS

- a) Property Matters – Esther – No report

- i) The crack in the column is fixed. Both New World Drummers and Toad Hall are notified that they can use the chapel.

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

- i) Donald and Dave checked the front of the sanctuary Mounting solutions for the installation of the monitors – use the beams. It's decided to go forward.

- c) Faith Action Committee – Ralph Holmes

- i) 2nd Sunday of the month for 'Mission Moment' starting in February  
Sunday February 11th will be used to explain the DOC, Week of Compassion "Gifts to Live On" special offering. -- Approved

- ii) El Calvario Capital Campaign – FCCLC will consider this a mission project not helping with El Calvario's building fund. The board approved a matching grant of up to \$1000. It is best for a speaker from El Calvario to come in April. Approved.

- iii) Denominational Special Offerings for 2024 – Approved.

- d) Worship Committee – Eric

Eric received information regarding a class on Historical Jesus. This is an on-line class that can be viewed live or videos afterwards. The fee is by donation. The class starts February 27<sup>th</sup>. Eric will write a newsletter article to invite the congregation to view it as a group at church or on their own.

- i) Attendance Report – Eric –
  - e) Property Liaison – Karen  
The Ministry Partner meeting will be held January 27<sup>th</sup> to discuss 2023 achievements and 2024 goals.
  - f) Pastoral Support Committee – Esther – No meeting this month, no report
  - g) Pastor's Report – Rev. Patrick Crocker –  
Ministry has occurred both inside and outside.
  - h) Treasurer's Report – Bruce –  
He put some reserve monies aside for financial support if a pastor is hired this year and for El Calvario matching grant.  
Donald and Bruce transferred money from a no interest paying account into a higher interest paying account.
  - i) Financial Secretary's Report – Eric
    - i) Stewardship – Esther – no report
  - j) Event Committee – Scott/Eric – no report
  - k) Pastoral Search Committee – Ralph Holmes (chair)
  - l) Security Team – Esther  
The team met and worked on a security plan. They want the fire department to review their plan. Esther will request the fire department come to FCCLC to meet with us after the March board meeting.
- 3) STRATEGIC PLAN REVIEW – Scott/Esther –
- a) Worship Service: Increase diversity of expression –
    - We have made some changes and will do more.
    - We want to use different music but are limited by the licensing because we broadcast our service. We currently have the ccli license but that doesn't cover all the music. Perhaps we need to get an additional license. Scott will research additional licensing.
  - b) Worship Service: Amplification changes –
    - It is between \$7000 and \$10,000 to install a headphone system, which is too expensive. This is for people who have hearing difficulties.
    - We need to get new mics and a headphone for the pastor. The Worship committee needs to request then the board will approve.
  - c) Review the entire Strategic Plan  
Scott is reading how churches should plan maintenance and where to start. This will be used toward updating our Strategic Plan.

4) OLD BUSINESS:

- a) Status of Jon Kessler boxes – Eric/Scott Eric will take the boxes to be bulk shredded.
- b) Policy and Procedure Report – Eric (Proposed and not approved)
  - i) New Finance Policy – Eric - Approved
  - ii) Crisis Response Plan – Esther – working on it with safety team.
  - iii) Employee Handbook Policy/Procedure
- c) Status: Check with the Jewish and Muslim leaders in the community on how FCCLC can help them – Rev. Patrick – sent an email but hasn't heard back.
- d) Status: The cost and feasibility of automating our front door – Bruce  
Bruce checked with the locksmith for an estimate to automate both doors. The estimate is \$6200 to do both doors. This includes electric work and door realignment, so it is functional.  
Eric moved to approve up to \$6500 to automate the front doors, Phil seconded.  
Approved
- e) Status: Disposal of Organ – Scott Placed an ad on Facebook Market. The person is supposed to call the church office to set up a time to pick up the organ. We discussed the need to have voice messages heard because there are people leaving messages that aren't responded to. Suggestion to have a menu for people who call, i.e., 1 for pastoral support, 2 for room request, etc. Bruce will check.
- f) Status: Buy microphone or headset for use in remote preaching – Bruce  
Bruce bought 2 microphones. He gave one to Rev. Patrick and the other is here in reserve.
- g) Status: Hire firm to do payroll for church – It is done, and Donald Wilson submitted the first payroll using the firm.

5) NEW BUSINESS:

- a) Congregational Annual Meeting – Prepare
  - i) Budget Approval  
Clarification of the budget values.  
Approved with explanation of questions.
  - ii) Meeting Agenda  
Clarified and prepared for meeting on 1/21/24.
- b) Congregational Survey – How do we use the results? – BOD  
Skipped this month and will discuss next month. Scott mentioned the results will be used to work on the strategic planning.

c) First Aid Kit – Kamy

We need a better first aid kit for the church. Kamy researched and found a good one for \$50. This one will be placed in the kitchen. The current one will be moved into the church office. Kamy will send a link to the first aid kit to Donald who will purchase it.

d) First Aid, CPR and AED Class –

Kamy and Melissa are instructors and volunteered to instruct interested people at church. An official card for completing the class is \$65. The cost for others to attend the training without getting a card will be on a donation basis. The staff at FCCLC should have the training. Rev. Patrick, John S. and Jerry R. will be asked if they want the training. FCCLC will cover the cost for them to get the training. Kamy will write a newsletter article inviting members to attend the training class. Karen will invite our ministry partners. The class will be held March 23<sup>rd</sup> at 10:00 and will run for 4 hours. Kamy suggested we purchase an AED. She will research the cost of buying one.

Phil moved to pay for the staff to take the class at \$65 each, Ric seconded. Approved.

6) ANNOUNCEMENTS:

a) Open Floor –

b) Next Board Meeting: February 10, 2024, 9 a.m.

7) ADJOURNMENT: Meeting adjourned with a prayer by Rev. Patrick at 11:40 a.m.

Submitted by Karen Holmes,  
Secretary