



October 2024 Executive Committee Meeting Minutes

Date: 10-08-2024	Time: 6:00 PM	Location: Fellowship Hall and Zoom
Attendees: Pastor Paul, Pastor Dan, Kelly Meyers (Church Administrator), Paul Savereide (President), Julie Maes (VP), Connie Cadden (Treasurer), Rick Ites (Financial Secretary), Kim Whalen (Secretary), Pastor John Hulden (MPLS Synod)		
Absent: N/A		
Call To Order: 6:00 PM	Devotion: Rick I.	Adjourned: 6:59 PM
Approval of September 2024 Meeting Minutes: Julie moved, Connie seconded – all voted to approve		

Action Items are captured below, but in less detail than usual due to time limitations.

Action Item	Who	Status	Expected Completion date
Audit Report Plan - reach out to team	Paul S.	In Progress	November 2024
Audit Report Review	Connie & Kelly	In Progress	November 2024
Review Continuing Ed policy and form with Program staff at next meeting	Pastor Paul	In Progress	December 2024
Get updated quotes from Tom	Kelly	In Progress	December 2024
Schedule a time to go over Employee Guidebook changes with staff	Julie & Kelly	In Progress	November 2024
Communication on Raise the Roof including celebration of success and additional roof section needs	Pastor Paul	Future	November 2024 (Stewardship)
Plan timeline for migration to Amplify software platform	Kelly	Future	December 2024
Form Transitions Team	Pastor Paul and Julie	In Progress	November 2024

Church Business

- Approved request to host private fundraiser on Nov. 9th - Lisa and Dan Bertson - benefit for friend fighting liver cancer - dinner and bake sale. Will take food safety course.
- Savannah maternity leave - 12 weeks per synod guidelines. Moved by Connie. Seconded by Julie. All voted to approve.
- Our ledger software for accounting is inadequate. Amplify platform by Ministry Brands is recommended. This includes various modules including Shelby Financials. The Giving platform (FellowshipOne Giving) would replace Vanco and save money. The Planner module would replace Planning Center. The team had some discussion on delaying the cutover to summer. Julie suggested making sure we leave lots of time for testing and training during the transition period.
Need to purchase 3 months before transition period to have enough time to prepare. During this initial period, work is done from the back end, followed by training.
- Audit - Connie raised concern about the timeline, since the plan hasn't been communicated yet.

Transitions discussion / advice - led by John Hulden (MPLS Synod)

- Celebrate Pastor Paul's ministry!
- Overcommunicate!
- The first step of the call process is to fill out the Ministry Site Profile. The people working on that document need to consider questions including: "Who are we without Pastor Paul here?" and "Where do we want to be in five years?" This includes three big "Listenings": Listening to regular church attendees, Listening to the broader local community, and Listening to God.
- It is too soon for Pastor Dan to decide if he feels called to be lead pastor, because first we need to finish the other steps to better define our congregation's vision for the role. One option is to get an interim pastor so there is less rush to start the call process. There are risks that come directly from rushing, and also indirect risks since the appearance of rushing can undermine people's confidence.
- We are still working to determine our path forward at this time, and we will not necessarily end up calling an interim pastor. But if we do, there are some benefits that come from having an interim pastor. An interim can speak the truth a little more boldly, can "set the table" for the incoming senior pastor, and can help make the transition easier for the church staff.
- Next steps include finishing up internal listening sessions, updating the process flow chart, and reaching out to community leaders. The Transition Team needs to complete the Ministry Site Profile (MSP).

- The Call Committee would typically be different group than the Transition Team, but with some overlap. The Call Committee is focused on the individual call. The Transition Team is managing more of the moving parts.
- Whether calling internal or external candidate(s), the call committee will need to do detailed interview(s) and uncover every rock, and have an answer for every question. Communication lowers anxiety.

Attendance - Rick I. (saved for Full committee meeting)

Income - Rick I. (saved for Full committee meeting)

Financials - Connie C. (saved for Full committee meeting)