

Leadership Board Meeting Minutes
First United Methodist Church of Los Alamos, NM
December 5, 2023

In Attendance: Jason Benkoski, Don Casperson, Linda Collier, Valerie Collins, Kim Granzow, Lynn Kluegel, Paromeeta Nag, Rev. John Nash, Phillip Ortega, Julie Risch, Kathy Siebe, Camille Wescott.

Absent: Carol Mead, Nathaniel Morgan,

The opening prayer was given by Lynn.

1. Spiritual disciplines – Pastor John noted:

- a. Advent, like Lent, is a time of preparation.
 - i. We are to begin thinking about what spiritual discipline(s) we are going to work on in 2024.
 - ii. Resolutions don't work without intentionality, so spiritual disciplines we choose for the new year should also relate to being leaders in the church.

2. Financial Report

- a. October 2023 income was more than expenditures and more than in 2022.
 - i. Income: 44,575 – Expenses: 37,055 = Balance: 7,520.
 - ii. Some of the increase is due to contributions toward mortgage debt relief.
 1. Payment on mortgage debt relief pledge is paid on a schedule that works for the individual.
 2. It is calculated from contributions made from October 2023 – October 2024.
- b. November 2023 income is less than expenditures and less than 2022.
 - i. Income: 32,118 – Expenses: 36,968 = Balance: -4850.
 1. These numbers are slightly off so Paromeeta will discuss them with Amy.
- c. December is historically good financially.
 - i. Some people only give in December, some catch up on their pledges, others give special gifts.

3. Designated Funds

- a. The Contingency account on page 2 of the balance sheet was discussed as it seems to cause confusion as to the sources of the fund and what it can be used for.
 - i. In the past money designated for specific projects that was not spent or not required for the project was placed here and tended to accumulate.
 - ii. After much discussion it was decided to zero out this account at the end of each year.
 - iii. **Motion:** Julie moved and Kim second: On December 31, each year, we will zero out any negative funds (*from other accounts*) by subtracting the amounts from the contingency fund. Any extra money left in the Contingency Fund will be listed in "Excess Cash."
Motion passed.
- b. United Skates Contingency account includes the fees for skating and the money from the soda machine.
 - i. In the past the contingency account has been the income that exceeded expenses.
 - ii. There is a skating party scheduled for the afternoon December 16, 2023.
- c. Paromeeta and Amy will start working on the 2024 budget which will be presented at the January 2024 meeting.

- i. Any team that needs to change the amount of money needed should give the information to Pastor John and Paromeeta.

4. Approval of the October Minutes

- a. **Motion:** Camille moved and Julie second that the October minutes be approved as corrected.
Motion Passed.

5. Ark

- a. Leigha Oliver started this week as the new director of the Ark.
 - i. She was previously on the Ark staff then worked on Programming Night.
- b. There has been no more information on the lawsuit.
- c. An Ark staff meeting will be held Wednesday night, 12/6/23.
- d. Investigation on how the Ark compares to other preschools is being done.
 - i. There is a Bilingual Montessori preschool with space for 100 children which is filled and 200 on a waiting list.
 1. It is noted as being basically a LANL preschool but LANL isn't operating it.
 2. The effects on the Ark and other preschools are yet to be seen.
 - a. Some people don't appreciate having the Ark preschool at the church.
 - i. If the Ark closes, the ~\$40,000 they contribute toward the church will be lost.
 - ii. There are currently 42 students enrolled in the Ark.

6. Communications to congregation

- a. The chart made at the November 2023 Retreat was discussed.
 - i. The chart will not be published as it is primarily information for the Leadership Board.
 - ii. Information for the congregation will include:
 1. The progress that has been made in each area will be made available to the congregation in an end of the year summary.
 2. The goals are worked on by teams of members of the congregation.
 - a. The teams are open for more/new members.
 - iii. Goal # 2 Maintenance
 1. A new refrigerator has been installed.
 2. Raphael is working on changing out old lights to LEDs.
 - iv. Goal # 3 The Welcoming statement has been completed.
 - v. Goal #4 Online Activities:
 1. An addition to this goal is that technical equipment should be made available for groups that use the Friendship center so individuals don't have to bring in their own laptops, speakers, and extension cords.
 2. The redesign of the church web site is in progress.
 - a. Phillip will devote more time to the website after completing his work on the installation of security cameras.
 - b. He expects to work on the website beginning about the second week in January.
 - vi. Goal #8 75th Anniversary Plan
 1. Lynn or Pastor John will ask Mada (chairperson) to suggest a date for the celebration and write an article about celebrating the 75th Anniversary of FUMC-LA.
 2. FUMC-LA began September 9, 1951.

- vii. Goal #9 Endowment committee
 - 1. \$17,000 was pledged for the mortgage debt relief and will be used to decrease the principal.
 - 2. The mortgage is \$36,000/year
- viii. Goal #17 Environmental improvements include:
 - 1. Energy efficient LED lights in and outdoors.
 - 2. New more energy efficient refrigerator.
 - 3. Programming night uses real silverware which is reusable.
 - 4. Sunday morning coffee is served using free trade coffee and biodegradable cups.

7. SPRC

- a. Pastor John usually meets with the DS in January for his evaluation; however new DS Rev. Ross wants it to be done before Christmas.
- b. Pastor John's appraisal by the SPRC needs to be done before December 18, 2023.
 - i. Volunteers from the Leadership Board who will do the appraisal are Lynn, Camille, Linda C., and Nathaniel.
 - ii. Pastor John and the appraisal team will meet December 14 in the late afternoon.
 - 1. This meeting can be done via Zoom call or in person.
 - iii. The team may write the appraisal by email and phone.
- c. Part of Pastor John's evaluation requires the SPRC to comment on whether he should continue at FUMC-LA.
 - i. A vote was taken with unanimous result of requesting that he stay at FUMC-LA.

8. Nominations Committee

- a. Linda Collier has been nominated as the new leadership board chairperson.
 - i. **Motion:** Nominations Committee moves that Linda Collier be the Leadership Board chairperson for 2024. **Motion Passed.**

9. Leadership Board/Team Chairpersons

- a. Finance contact person: Kim agreed to continue in this position.
- b. Trustees' chairperson person is the person with fiduciary responsibility for insurance, NM State interactions, and contracts: Lynn volunteered.
- c. SPRC (Staff/Pastor-Parish Relations Committee) chairperson person.
 - i. This position's duties were explained as:
 - 1. Someone for Pastor John to contact in addition to Linda C. with questions and/or concerns affecting the staff.
 - 2. Someone for members of the congregation to contact if there is a concern about a church staff member.
 - 3. Person who informs the Leadership Board of concerns/problems related to church staff.
 - 4. Person who informs the UMC conference the name of the Leadership Board chairperson.
 - ii. Nathaniel is leaving the Leadership board.
 - iii. Jason Benkoski was asked to fill this position and agreed to do so.
 - iv. **Motion:** Linda moved and Camille second that Lynn be appointed as the Trustee chairperson and Jason be appointed as the SPRC chairperson. **Motion passed.**
- d. Leadership Board meetings will continue to be on the 4th Tuesday of each month at 6:00 p.m.

10. Missions report – addition

- a. Ann signed FUMC up with the “Adopt a Highway” program for keeping an area of Los Alamos County cleaned up.
 - i. We were assigned Overlook Road which goes from Meadow lane in front of the White Rock United Methodist Church through Overlook Park to the White Rock Overlook point.
- b. The Food Pantry Box near the front door is being heavily used.
 - i. Camille has shopped to restock it using funds from the Aaron’s Kids account.
 - ii. Linda C. will put a note on the FUMC – Los Alamos website and Facebook page about the Food Pantry and it will be mentioned in the Sunday service to encourage food donations.

The closing prayer was given by Valerie.

Next Meeting: Tuesday, January 23, 2024, 6:00 pm.

Reports Due by: Thursday, January 18, 2024.

Respectfully submitted by Kathy Siebe