

APPROVED Leadership Board (LB) Minutes – 10 October 2024

Attendees: Bruce Bartolain, Pastor Melissa, Dan Dickinson, Kathy Henry, Dana Kauffman, Mike Coltrin, Charles Dankwah, Jessica Posey, Gale Deutsche, Peggy Owusu-Ansah, Joana Arthur, Patricia O'Donnell, Matt Dodds

Opening Prayer/Spiritual Formation: Kathy Henry provided a devotion on the importance of taking time to rest all of our being—physical, psychological, and spiritual—especially the need to spend time with God.

Approval of Information Reports: Three documents were approved as a packet: the August 2024 LB Minutes were approved without comment. After some discussion, the August and September Treasurer Reports were also approved.

Leadership Equipping and Strategic Planning: This month, *Charge Conference Action Items* took the place of formal sessions for *Leadership Equipping* and *Strategic Planning*.

Pastor's Report: In her report, Pastor Melissa noted that Franconia UMC intends to apply for a grant of up to \$50,000 to support further connectional/community partnership initiatives, and reminded the LB that our Charge Conference will be on November 3, following the Northern Virginia District Conference on November 2. Pastor Melissa summarized recent trends in worship attendance, noting a significant increase in online worship. She also highlighted that Franconia UMC will return to an in-person Thanksgiving dinner in November.

Charge Conference Action Items:

2025 Budget Approval: Dan prefaced our discussion of the 2025 budget with a summary of the church's worsening financial status, punctuated by our recent withholding of apportionments, at least temporarily, to ensure church expenses could be met. There were further discussions on how shortfalls might be bridged, and Bruce asked both Dan and [Financial Management Team Leader) Mike Coltrin to work on a future projection of the financial status for the November LB meeting. Dan then, on behalf of the Budget Working Group, presented a proposed church budget of \$668,021 for 2025, including AGC Preschool and a 3% raise for the staff (the first such raise in 2 years). It was noted that even with the 3% raise for the staff of one year tenure or more, the 2025 budget was slightly below that of 2024, but there were also some current shortfalls for AGC and the youth mission trip funding built into the budget. After discussion the 2025 budget was approved.

AGC Pay Scale Approval: As part of the budget discussion, the LB noted that AGC Director Jessica Copes has a separate pay scale for AGC staff. It was acknowledged that according to that pay scale, starting salaries are below current Virginia minimum wage of \$12.41/hour and the pay scale needs to be updated. Therefore, the LB approved the current AGC pay scale as a first step to ensuring any subsequent changes to the AGC Pay Scale come before the LB for approval.

Audit Approval: The audit prepared by members of Vine UMC was discussed and approved after several minor adjustments were made.

Slate of Leaders for 2025: Pastor Melissa presented the slate of church leaders for 2025, noting that several positions which still need to be filled were pending responses from people who were invited. The LB approved the leaders that were presented for subsequent presentation to the Charge Conference.

Charge Conferences Names for 2nd year notification: The list of names of those former members pending removal from the church rolls was reviewed, discussed, and approved.

Guiding Principles Update: The draft *Leadership Team Guiding Principles* revision for 2025 was reviewed, discussed, and approved. The revision included an adjustment to the makeup of the LB and allowed for further adjustments when necessary.

Charge Conference Secretary: The LB approved Gale Deutsche as the secretary for the upcoming Charge Conference.

Additional Action Items:

- Heather Upp was approved as the *Associate Lay Leader for **Becoming More Like Jesus***
- A revision to the church's *Child Protection Policy* was discussed and approved under its new title of *Safe Sanctuary Policy*
- The LB approved December 14th for Leadership Training for 2025 leaders

Communication – no items.

Executive Session – none needed

Bruce closed the meeting by leading the LB in Franconia UMC's breakthrough prayer.