

**ST. JUDE'S MCC BOARD OF DIRECTORS MEETING**  
**October 14, 2024**

Board Members Present: Tim Corbett, John Lankford, Carol Leininger, Sandy Maddox, Judy Hill  
Members attended: Ardith Taylor, Pete Muenzen, JoAnn Paulino

**OPENING PRAYER:** Reverend McLaughlin

**COMPLIMENTS AND CONCERNS FROM MEMBERS:**

Pete Muenzen brought up the idea of providing St. Jude's MCC T-shirts to persons that volunteer for the ministries of St. Jude's. He provided a suggested version of the shirt with SJMCC logo on front with the word "Volunteer" underneath and the slogan "We Feed Your Body, Mind, Spirit" on the back. He additionally provided shirt type and price to the Board. Carol L. asked that Pete investigate another word for "Volunteer" and provide options to the Board for consideration.

**RESPONSIBILITIES AND ACTION ITEMS:**

**AGENDA:** The agenda was reviewed. Carol Leininger made a motion to approve the agenda and John Lankford seconded with the motion being passed unanimously.

**APPROVAL OF MINUTES:** September minutes were approved via email.

**PASTOR'S REPORT BY REV. JOHN MCLAUGHLIN:**

- **Pastor Retreat** – Reverend John shared he would be on retreat from October 28 – November 24<sup>th</sup>. He thanked the Board for their support of this retreat.
- **Worship Service**
  - Deacon Zach Zuehlke will lead each Sunday Service. Sermons will be provided by Zach, Amanda Holtz and Drew Culwell.
  - Bulletins, E-Jude templates and ROTA schedules will be completed prior to Rev. John's departure.
  - Need to notify Lonnie by Wednesday each week if you wish to add information to the Announcements insert.
  - Tim Corbett serves as Vice-Moderator for the Board and will serve as primary contact during Reverend John's absence.
  - John Lankford will ensure church is open on Sunday between 8:00 – 8:30am.
  - Advent begins Sunday December 1.
- **Friday Breakfast**
  - Pete Muenzen serves as Lead Coordinator for the Breakfast/Shower Program.
  - Tim Corbett will make needed purchases for feeding ministries.
- **Office Hours**
  - Monday through Wednesday 8:00am to 12:30pm Lonnie Schilling in Office.
  - Tim Corbett will manage mail receipt Wednesdays through Sundays.
- **November Board Meeting**
  - Will be conducted by Vice Moderator Tim Corbett

Tim Corbett made a motion to approve the Pastor's Report, seconded by Sandy Maddox and unanimously approved.

## **FINANCE REPORT:**

The church tithes continued to grow and were above budget by \$2200. YTD we are only \$1000 short of the budget for tithes. Expenses were higher in September yielding a monthly loss of \$550 in September, but YTD the church is favorable by \$4352.

- **Expenses:**
  - Expenses remain under budget on a YTD basis by \$6218, but higher in September.
- Key expenses and variance from budget:
  - Yard maintenance - \$1900 over budget – included driveway work and hedge maintenance.
  - Normal maintenance on the building was \$842 in September.
  - Office Supplies were \$2030 in Sept, as the entire credit card bill was charged to Office Supplies in Sept, this will be adjusted to various accounts in October.
  - Utilities are favorable on a YTD basis by \$736, but electric bill in September was \$1343, need to verify if this is a 2 month invoice.
- **Accounts:** The new interest earning bank account has earned \$3,355 YTD.
- **Pastor Appreciation** - Direct donations to the church for Pastor Appreciation met the proposed goal. Reverend John was humbled and appreciative of the support received.

John Lankford made a motion to approve the Finance Report, Tim Corbett seconded and it was unanimously approved.

## **BUILDING & GROUNDS AND RISK MANAGEMENT REPORT:**

- Judy Hill delivered the following report:
  - The broken dining room window is to be repaired within the next week by Standard Glass.
  - Security cameras are to be fixed within the next week and instructions and training to follow.
  - Buffing of dining room floor to be completed in the next week with all contents moved to accommodate cleaning.

## **FUNDRAISING:**

- John Lankford delivered the following report:
  - The Oyster Roast will be Saturday, October 19. John reported that 40 tickets had been sold and he expected a few more to be purchased.

## **ONGOING BUSINESS:**

- **Feeding Ministries:**
  - Food Pantry remains a strong outreach into our community. Food distribution occurs every other Tuesday with 70 -75 families served each of these days.
  - Bagged Lunch Program - Weekly delivering 225 bags to those in need. Also instituting a hot food delivery for hot dogs and Sloppy Joes.
  - Numbers continue to grow with 120+ plates served during Friday breakfast and showers.
- **Expansion Update:**
  - Received approval from city to begin construction with landscaping/drainage plan. The construction release and the landscape and drainage plan have been received from the city/county. Congregational approval to move forward with building construction was received on October 13<sup>th</sup>. The decision was made to reach out to Steelcraft Builders and begin to move the project forward. Discussion ensued about the bid received from the same builder for the bathrooms and was decided that we needed to see if the builder would be able to work on both projects at once. Sandy was to determine if this was possible and report back to the board if this would be the case.

- **New well**
  - The new well has been installed by Michael and Sons - \$6,061.12. Funding of \$6,000.00 from the Cape Fear Garden Club will cover this cost. The electrical work to provide power to the well is on hold until foundational work on the building is completed due to proximity of the two projects. Remaining cost \$3,956.33.
- **Bathroom Upgrade:**
  - The current bathrooms in the church are not ADA compliant. Bids have been considered and a \$50,000 bid by Steelcraft Builders has been approved by the Board. A congregational meeting will be called to approve this project.
- **SOPPs – Review and Revision:**
  - The Board met to begin the revision of the SOPPs. Numerous revisions were made in the previously provided document. Discussion ensued and it was determined that the existing SOPP document was not in actuality providing adequate Standard Operation Procedures and that an overhaul of the document needed to be developed. Tim and Sandy will together initiate this effort and share progress with the Board at the November Board Meeting.
- **Altar Flower Fund:**
  - Discussion was undertaken about the continuation of the Altar Flower Fund. It was decided that a clear SOP needed to be developed to address procedures for sign-ups and payments by those wishing to participate. This was decided so as to better track the income from this effort and to allow the Board to better access the budget related to flower expenditures for the following year. There is currently not an accurate process to ensure payment and assess the impact to the operating budget. Sandy and Tim will develop an SOP and provide to the Board at the November meeting. A new sign-up sheet will be developed to assist in assuring payment and dates and names of those to be honored.

#### **NEW BUSINESS:**

- **Elizabeth Dunn Memorial Garden Dedication:**
  - It was decided that in an effort to ensure the impact of Elizabeth Dunn's work and contribution to the memorial wall is recognized, a plaque will be provided and placed at the site of the wall. Reverend John will be investigating options.
- **Sanctuary Ceiling:**
  - Workers to replace and/or repair numerous ceiling panels in the sanctuary will be sought by Judy Hill. She noted that the difficulty to find interested companies was the height of the ceiling. She will be seeking bids.
- **Keys:**
  - A list of key holders was requested by the Board and this was provided by Reverend John.

#### **CLOSING PRAYER**

Meeting adjourned at 7:00 PM.