



Board Meeting Minutes

First Christian Church

October 19, 2024, 9:00 am

1) OPENING ITEMS

- a) Call to Order / Establish Quorum (09:00 am Ric Brightman, Phil Brooks, Rev. Patrick Crocker, Esther Devall, Zanté Garcia, Eric Hays-Strom, Scott Hays-Strom, Karen Holmes, Donald Wilson)

Excused:

Absent: Kamy McKenzy-Shaw

Present: Melody Burns, Paul Cook, Deb Cook

- b) Devotional Minute – Scott – Per the Bible if you ask, you will receive. Sometimes we ask in the wrong way, or we need to wait a long time for an answer. Instead of looking at problems as difficulties we can turn them into motivation. It may be unexpected and take a long time but what God starts God finishes.

- c) Approval of Agenda:

- d) Approval of Minutes:

- i) Board Meeting September 21, 2024

- e) Log email vote – No email votes.

2) COMMITTEE REPORTS

- a) Property Matters – Scott – No report

The atrium door to the courtyard needed to be fixed.

The gliders on the sanctuary chairs are breaking off. We need to inform those using the chairs not to stack them.

- b) Technology Committee – Eric

- John has successfully migrated our website to Hostinger.
- John is moving closer to activating the “assistive listening” technology from the Fountain Theatre.
- Discussed details regarding a phone for Rev. Patrick. Rev. Patrick found a cheaper version than described by Bruce without the extras like a camera but sufficient for his needs.
- The Technology Committee wishes to purchase our own VoIP Internet Modem for approximately \$200.00 to replace the current, aging modem which we are renting from Comcast for \$22.95 per month.

Eric moved to purchase our own modem and a phone for Rev. Patrick.,
Approved.

- Ongoing:

- We are still investigating newer, improved camera equipment. Scott mentioned checking grants by the denominations to purchase the new camera equipment.

- c) Faith Action Committee – Ralph Holmes
- d) Worship Committee Report – Zante
 - Flowers for the altar is going well
 - Plan to decorate the sanctuary with Native American artifacts for November – Native American month.
 - On November 2nd the sanctuary will be decorated for Dia de Los Muertos, which will be celebrated November 3rd.
 - i) Attendance Report – Eric
The average attendance is about the same per quarter. However, the viewership is down on Facebook.
- e) Property Liaison – Karen
- f) Pastoral Support Committee – Donald – No report.
October 28th is the next meeting
- g) Pastor's Report – Rev. Patrick Crocker – No report
 - i) Rev Patrick performed a funeral, wedding, and pet blessing service.
 - ii) The 9am discussion group is good. Currently it is a general Bible study of the scripture for the day.
 - iii) Discussion with outside groups –
 - (1) NM CAFe, which is an interfaith religious community based organization in Southern NM. Rev. Patrick has questionnaire forms for us to fill out that matches the our interests and resources to then needs in the community.
 - (2) An Interfaith religious group is being formed.
- h) Treasurer's Report – Donald
Income is lower than expected but expenditures are even lower than expected.

ACTION ITEMS:

- i) Board action to accept the Memorial Gift and determine how to reserve it.
 - (1) Donald suggested giving \$500, 10% of the donation, as a gift to a community need. Since Sue L. was an educator, it was suggested to give to an area of education, perhaps Casa de Peregrinos. Her obituary stated to give to Community of Hope in lieu of flowers.
 - (2) Zante suggested \$500 for Worship and \$500 for Events. Donald stated that Worship has budgeted money and the Event committee needs to be added to the budget.
- ii) We need to start work on the deferred maintenance list. The Building Utilization Committee has a list of tasks that need to be prioritized. A Google document will be created and shared with the board and ministry partners of the high prioritized tasks. We wish to have a completed list by the November board meeting in order to prepare for the December Congregational Meeting.

Scott will start the email of the building priority list and Karen will share with the ministry partners.

- iii) 2025 Annual Budget – The finance committee will set up a meeting to discuss the disbursement of the memorial gift, moving towards 10% of the giving going to outreach and the addition of Events as a line item in the budget.
 - i) Financial Secretary’s Report – Eric – The giving was good in September. The pledges are at 103% but 11 pledges are behind.
We have received 10 general fund pledges, 4 building fund pledges and 1 write in pledge to contribute to Mother Sarah orphanage for 2025. It was suggested that Eric write a newsletter article regarding people catching up on their pledges.
 - j) Event Committee – Zanté
 - k) Security Team – Esther
 - The security team from the neighboring building are parking on our property. They need to park elsewhere. Scott will send a letter to the Building Management Company stating the people should not park on our front lawn.
 - The Parking lot lights were out and it took about 4 weeks for El Paso Electric to fix them.
- 3) STRATEGIC PLAN REVIEW – Scott
- a) Facility Maintenance
 - i) Status: Building Utilization Committee Zanté & Scott
- 4) OLD BUSINESS:
- a) Policy and Procedure Report – Eric (Proposed and not approved)
 - i) Status: Completed Crisis Response Plan for distribution – Esther – Need to add the evacuation plan to the appendix.
 - ii) Status: Business License for First Christian Church – Esther
Esther has been contacting the city and because the link doesn’t work. They gave her a form to fill out because the link doesn’t work. Rev. Patrick needed to sign the form then she will scan the document and send it to the city.
 - iii) Employee Handbook Policy/Procedure – Donald sent examples to the board.
 - b) Status: Office Administrator - Discussion about hiring and job description.
 - i) Asked Rev. Patrick to create a list of what we need for an office administrator. A Google document will be shared with the group for persons to add suggestions.
 - (1) Someone to do the bulletins, newsletter – need to know word.
 - (2) Take over property liaison – room reservation, ministry partner contact
 - c) Status: Nominations – Working on it.

5) NEW BUSINESS:

- a) Congregational Meeting Planning (December)
Schedule the meeting for December 8th.
- b)

6) Announcements

- a) Open floor – if the church is open to the public the automatic door opener should be working. Suggested to post the instructions on how to lock, unlock, and turn on the automatic door opener.
- b)

c) Next Board Meeting: November 16, 2024, 9:00 a.m.

7) ADJOURNMENT: Meeting adjourned at 10:30.

Submitted by Karen Holmes,
Secretary