



Board Meeting Minutes

First Christian Church

November 16, 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: Deb Cook, Debby Johnson

- b) Devotional Minute – Scott – The devotion was based on Psalm 32:8. We ask God to help us collaborate with open hearts and minds and invite the holy spirit to join us as we make decisions for our church and the community.

- c) Approval of Agenda:

- d) Approval of Minutes:

- i) Board Meeting October 19, 2024

- e) Log email vote – No email votes.

2) COMMITTEE REPORTS

- a) Property Matters – Scott – No report

- Scott emailed the construction company and requested the security not park in the front of our lot. This isn't working so he will call them.
- Received notification that the parlor furnace isn't working. The problem was with the plug, which is fixed.

- b) Technology Committee – Eric

- New cell phone acquired for Pastor Patrick.
- A new VoIP modem was delivered but not installed yet.
- Have 2 new UPS (Universal Power Source) – delivered but not installed yet.
 - One is for the Office to power the office equipment.
 - The other is for Sanctuary technical equipment.
- An assisted listening system was installed. There are 3 headsets, but the sound is a little staticky. They are looking for new headsets to fix the static issue.
- The technology has identified new cameras that are mounted and can pan, tilt and zoom. They are currently looking for less expensive cameras at around \$1000 to \$1050 for each. Eric, as part of the technology committee, moved to purchase 2 new cameras at a total of \$2500. Approved.

- c) Faith Action Committee – Ralph Holmes

d) Worship Committee Report – Zanté

Zanté noted the items in the report and added the setup of church for Advent.

- An announcement will be made during the church service that help is needed to set up the sanctuary for Advent the Friday after Thanksgiving, November 29th, at 10:00.
- A request will be made to the members and friends to bring in a poinsettia to decorate the front of the church. After Christmas, the plant can be brought home.

i) Attendance Report – Eric

Going down a little each month. October was a good month.

e) Property Liaison – Karen

f) Pastoral Support Committee – Donald

g) Pastor's Report – Rev. Patrick Crocker – No report

- Pastor Patrick has been giving peace and consolation to members and community.
- Working on connections in the community
 - He gave aid to Marie, who is homeless and spends the night on our parking lot.
 - Creating an Interfaith Alliance in Las Cruces similar to the one in El Paso. The first meeting was well attended by 30 people. They will meet again on Tuesday November 19th to discuss opportunities and whether the work should be done under our own name or under the El Paso umbrella.
- On December 5th, the author of Cathedral on Fire, Brooks Berndt, will speak during the Spiritual Practices meeting.
- Cynthia Bergthold plans to create a Grief Resolution Group focusing on the past election. The group will meet once a month to encourage and act because of the feelings of frustration.
- Ric is on a committee with the SWCUCC (Southwest Conference of the United Church of Christ). He shared a concern mentioned at a meeting regarding the covenantal relationship with FCCLC. Pastor Patrick is attending monthly clergy call and can meet with the pastor again. In the past the incoming pastor that is not affiliated with UCC is mentored by a UCC pastor. Now the conference wants the pastor to take a class that costs about \$400. This class wasn't a requirement in the past, so the board and Pastor Patrick agreed to skip it at this time. Ric will share our decision with the committee chair to find out what they want.

h) Treasurer's Report – Donald

When checking the entries, Donald found a double money entry. \$2000 was moved to the technology group and the same \$2000 was moved to the worship committee.

Eric moved that we move the \$2000 from technology group to worship committee, Esther seconded. Approved

The finance committee discussed the disbursement of Sue Lashley Memorial Fund of \$5000. Her interests were in children and those in need. They decided to disburse \$2500 to the following outside groups.

- \$1000 - Mayfield High School STEM Program
- \$750 Jardin de los Niños
- \$750 Mother Sarah's Orphanage

The finance committee moved we approve the disbursements of funds as listed for Mayfield High School STEM Program, Jardin de los Niños, and Mother Sarah's Orphanage. Approved

i) 2025 Annual Budget – discussed – okay.

i) Financial Secretary's Report – Eric – The giving is a little low, but we are doing okay. We are getting pledges and still waiting on 3 people/families that have given in the past but haven't submitted their pledge yet.

i) Finance Committee

ii) Stewardship

j) Event Committee – Zanté

Zanté noted the items in the report and added the concern of having potluck on December 15th because many people will be out for the holidays. We agreed to skip the church potluck in December and start again in January. A new flower and birthday calendar will be created for 2025.

k) Security Team – Esther

3) STRATEGIC PLAN REVIEW – Scott

a) Facility Maintenance

i) Status: Building Utilization Committee - Zanté & Scott

We reviewed the given documents.

Added for understanding:

\$ = free to affordable

\$\$ = minimal investment

\$\$\$ = the funds need to be planned

\$\$\$\$\$ = Expensive

The X in the cells under the years states the year in can start. The number following the X the number of years to complete.

Immediate - 1 year
X 1
X 2

= start in 1st year and it will take 1 year / 2 years to complete

Scott will go back to the committee to get estimates for the costs of the items for year 1.

4) OLD BUSINESS:

- a) Policy and Procedure Report – Eric (Proposed and not approved)
 - i) Status: Completed Crisis Response Plan for distribution – Esther has been busy and will get to it soon.
 - ii) Employee Handbook Policy/Procedure – Discuss at the next meeting.
- b) Status: Office Administrator - Discussion about hiring and job description.

Currently, John works 35 hours on office administration and technology tasks per pay period, which is every 2 weeks or 17.5 hours per week.

We plan to hire an office administrator for 20 hours/week at \$17 an hour.

John's hours will change to 5 hours/week at his current wage.

The inclusion of the office administrator will increase the annual budget by \$11000.

It was asked whether we should request someone who is bilingual. We decided against it and felt that if the person hired was bilingual it would be a plus.

Esther moved to compensate John at 5 hours per week, and the new office administrator for 20 hours per week at \$17 per hour, Zanté seconded. Approved with 1 abstention.

- c) Congregational Meeting Agenda – December 8th after worship service

5) NEW BUSINESS:

- a)

6) Announcements

- a) Open floor – The Winter Congregational meeting is December 8th, and the December board meeting is December 21st. Many board members will be out of town for the holidays so the board meeting will not be held in December.

- b) Next Board Meeting: January 18, 9:00 a.m.

7) ADJOURNMENT: Meeting adjourned at 11:03.

Submitted by Karen Holmes,
Secretary