

DUMC Leadership Council: February 28, 2019

Members present: Barb Scheffer, Garron Little, Charles Engle, Dennis Daellenbach, Harold Tuckett, KennScheffer, Patty Burns, Brent Howlett, Jayne Worthy-Howlett, Mary Turfe, Rev. Mary Hagley. **Absent:** Rev. Cathy Freeman, Marilyn Pobanz, Randy Hucks, Rev. Tonya Arnesen.

Opening: Chair, Barb Scheffer, opened with prayer at 7:05 p.m. She introduced the Leadership Council (with decision-making power) to youth representative Garron Little.

Discussion of UMC Way Forward vote for the Traditional Plan: Rev. Mary said there was/would be an explanation letter from Michigan Conference Bishop David Bard. The point being: do not over react, do not get overly excited. Rev. Mary was asked to ensure that the Bishop's letter would be shared with an e-mail blast.

Pastor Transition Planning: Barb reported that Marilyn (SPRC) was moving ahead with lighting speed. Marilyn and Patty and Jayne are working on Tonya's transition. June 16 is Father's Day, so doing a "going away" activity before then may be needed. Carole DeSantis and Barb are working on Pastor Jeanne's welcoming plans. She is arriving on July 14 (she has a family reunion earlier in July). Kenn expects that she will move into the parsonage mid-June, and Barb will check on this date. The parsonage will be vacant by the end of May, so the Trustees have a month to get it ready. Barb suggested that a welcoming might include Jeanne meeting with members in small groups. Barb also noted that DUMC will need pastoral Sunday coverage for three times (between Rev. Tonya's last Sunday June 16, and Rev. Jeanne's start July 14). Rev. Mary will work out this coverage.

Transition-Parsonage: Kenn described some things to do to get the parsonage ready: e.g., change out the toilets, take care of mold in bathroom and plumbing in the basement (professionals to do it), general clean-up, cracked window in living room, dry wall in the basement, towel racks in the bathroom, check electrical lighting, maybe change locks. Jeanne has cat allergies, so pull the old carpets, and sand and varnish the wood floors. Kenn summarized that the house is dated but does not have critical needs for months of work, although he would like to see upgraded window treatments. Furthermore, the furnace and air conditioner work, and have been inspected. The floor work would not hinder the cleaning work the first week. Barb will check to confirm an official move-in date.

VCI Update: Harold reported on the status of the VCI. We (DUMC) are committed to the VCI process. However, we are slow walking the time frames. We are figuring out what to do before Jeanne gets here, and what to do after her arrival (e.g., visioning). The Worship Planning has already met, and the Hospitality Team—Harold and Dennis and one more—will then get going, too. And all leaders of all ministry and program groups will have job descriptions and ultimately annual goals. Patty noted that yearly goals will come **after** visioning. Brent added that DS Elizabeth Hill agrees that slowing down the VCI time frames is a great idea, and that Jeanne's current church is not in the VCI process. The next VCI meeting is scheduled for April 11.

Template for DUMC Ministry Roles, 2019

Title of Position and length of elected appointment:

Description of Role: See "Simple Governance" pp. 186-188 for details)

- A clear statement of ministry responsibility.
- A clear statement of authority.
- A clear statement of accountability.

Additional Responsibilities and Duties of Team/Committee Leader:

1. Work with Pastor to invite members to be on the team/committee.
2. Work with Pastor to identify successor in third year of appointment.
3. Determine frequency of meetings with team/committee.
4. Maintain written minutes of all meetings.
5. Maintain open communication with Leadership Council and Congregation.

To Whom Responsible: Leadership Council and Congregation

Job Descriptions for Ministry Roles: Barb reported that she and Carole Barnett had met with Tonya, for setting up guidelines and blanks to fill in. The work would be based in part on the method shown in the book “Simple Governance” on pages 186-188. This process will continue after Easter.

Policy Manual: Barb advised that the book “Simple Governance” talks about having a written policy manual. While Harold said his previous church had such a manual, and the SPRC has a manual to follow, Barb was concerned about policy being just written down, but not followed, not implemented. Again, however, the book says to do a policy manual, with goals to aim for.

Phone Tree Revisited: Kenn described how his singing group (“Measure for Measure”) uses a text messaging tree, and he will follow-up on it. Garron said the youth/students have a texting tree called “Remind.” Barb commented that for those who don’t have a smart phone for texting, there could be a voice phone tree, and also for people who don’t do computers. Jayne noted that the company that did the DUMC photo directory did use a phone tree.

Trustee Report – Kenn: There will be a \$900 plus expenditure from the Trustee budget for microphone and Wi-Fi updates (not a choice—Feds require it). The projector is going out that shows the screen in the back of the balcony. Trustees are considering a 55” to 65” TV on the front of the balcony (where the clock is now) as a way to replace the information as projected, for around \$1000. Randy will look into TVs and Brian has to make sure it is a right match for our system. Finally, Kenn described the need for painting the outside of the sanctuary (trim and columns and bell tower primarily, because the base siding is Hardy Board). Kenn summarized the Trustee’s fund is at \$27,000; \$5,000 dedicated to the Pavilion, but with lots of projects coming up, the Trustees are looking for contributions. DUMC’s worker’s compensation insurance has been replaced by the Michigan Conference.

Montessori School: The Montessori School has been leasing the Ann Arbor Public School’s Freeman School building, but as of this year had to temporarily relocated to Whitmore Lake. Kenn, Carl Johns, and Barb met with Montessori officials on Saturday, February 23, with the officials focusing on the potential use of Dixboro Church as their new location. They would hope to grow to 150 students, five days a week, from 6:30 a.m. to 6:30 p.m. They would pay for plumbing (bathroom upstairs, another downstairs), and other required medication work. While zoning is fine, there are many issues besides facility modifications and hours of use, including ability of septic to handle, security, fire inspection, public health inspection, OSHA requirements, and things to upgrade any time there is a major renovation that requires permits. With all that, is it even reasonable and feasible? Harold specifically thought that 150 students made it not feasible.

Commercial Kitchen: Kenn indicated the existing DUMW kitchen is already 75 percent ready as commercial. Barb said it was a more viable use of the facility—schedule its use, and payment, too. Perhaps more research is need on the issue. This was considered years ago; however, the capacity of our septic field may be an issue.

Closing: Mary T., at 8:20. A reading by Mary from Romans 4:20-25. “Dear God, we are your people. Lift up the United Methodist Church, and a spirit of unity and loving one another.”

Agenda for the March 28 Meeting:

1. Phone Tree follow-up with Rev. Mary H.
2. The status and time frame of the pastor transitions.
3. Job descriptions updates.
4. Trustees updates.
5. Discussion of chapter 7 in the “Simple Governance” book.