

**Minutes of
Dixboro UMC Leadership Council ZOOM Meeting
Wednesday, June 3, 2020 7:00 to 8:30 PM**

Present: Pastor Jeanne Garza, Reverend Mary, Barbara Scheffer (chair), Kenn Scheffer (Trustees), Charles Engle (Financial Sec.), Mary Turfe (Lay Leader), Brent Howlett (Rep to Annual Conf.), Jayne Worthy-Howlett (Pres. DUMW), Harold Tuckett (VCI Coord.), Marilyn Pobanz (SPRC), Mary Ellen Miller (secretary), Cathy Freeman (Outreach), Patty Burns (Witness), Randy Hucks (Treasurer), Brian Charnetski (church member).

Missing: Youth member

Devotional time: Mary Turfe – message to love all people.

Minutes of May 6, 2020 approved as distributed

Business:

1. Feedback from Ministry Teams on their Primary Responsibilities and newly revised draft documents describing division of labor in Faith Community Team into two components: Hospitality and Fellowship. There is also a draft document for the Caring Ministry Team.

Barb – should we split team hospitality and fellowship? Thoughts?

Harold - All teams should have a presence online in social media. Each team should take responsibility for this.

Cathy – We will need a strategy for our online presence.

Patty Burns – Has an outline of her goals and strategies for her team.

Hospitality membership: Harold Tuckett (team leader), Briana Murphy, Dennis Daellenbach, and Janice Tuckett

Brent: Faith Formation Team does not yet have goals. Brent will meet with Rev Mary to work on it. Brent and Mary Turfe are current members of this team.

Rev. Jeanne has not had an opportunity to contact a potential leader for the Mission Team.

2. Review of the draft goals and measurable outcomes from Finance and Trustees

Finance Goals and outcomes distributed to LC members prior to meeting to review.

Randy tried to find information on bonding of treasurer, there are no instructions on what it is and how to do it from the district. Kenn stated that the treasurer maybe generally insured with existing church insurance. Bonding is for the protection of the church against losses and is fairly new language in the BOD. Book of Discipline (BOD) now mandates it, but no information on how to do it.

Rev Mary – David Dobbs is leaving so we may need to wait until Fall for information.

Randy initiated a discussion on: What do we want for financial transparency? Currently the basic information is included in the monthly electronic version of the *CHIMES*

Trustee's Goals and outcomes distributed to LC members prior to meeting to review.

Kenn – Plans to share draft of goals and measurable outcomes for trustee committee for 2020-2021.

Filling empty posts - Jim Frazier – identified as potential trustee as he can fix just about anything mechanical.

The church trustees will no longer be responsible for yard clean-up Botsford Cemetery, we do not have man power to fulfill the role. This has been resolved with the Botsford Cemetery Board.

Need to work on strategies to reopen sanctuary for church services.

Physical changes / church maintenance

- Elevator is too difficult and deemed not appropriate for historic building
- Painting and signage we can follow up on.
- Terminated spiffy clean for a month (June 2, 2020) as run out of tasks, stay terminated until we reopen and have work for them.
- Upgrade kitchen with new stove/oven – will need input from those who use this equipment. Cost from 6 – 10 k, but average probably 10 K. Barb representing kitchen users wants convection oven, at least 6 burners, and two ovens. Maybe get \$100 from recycling metal in Jackson if we cannot sell old oven/stove. Trustees will seek input from DUMW and Diva's, primary users of the kitchen. May also want to check with the folks who rent the kitchen for input.
- Bathroom state – hired plumber changed toilet components so working better. Would like a diaper changing station in the men's room.
- Basement needs to be cleaned out
- Kenn making a second donation box to avoid contact to minimize covid-19 when services resumed.

Normal church maintenance is ongoing

- Water softener samples are still being collected for analysis.
- Need side rails on the stairs by breezeway entrance in Parsonage.
- Marilyn Pobanz weeded and Carol Barnett planted flowers around the church.

Parsonage work:

- Patio stones were added to improve pathway from parsonage to church parking lot.
- Gutters and washing of siding on parsonage arranged to be cleaned.
- Dog run is under consideration. Rev. Jeanne will provide info on what is needed.
- Removed bush that the bees like – Carol trimmed it and asked Trustees to cut it down.

Picnic tables in Brandon park – Need to either replace broken wood or just remove broken tables. Take out the grills as no one uses them. Kenn and Carl will determine and plan for the work.

How safe is the playground equipment?

Superior township park director could be a good resource for decision making.

Brian C. – discussion on church locks/keys. Suggestion for changing to a programmable electronic key access. Have four digital entrances so you know who is going in and out. Add security with entrance cameras to the office so Kathleen knows who is coming in and out.

3. Discussion of our future plans based on: *Principles and Directions for Reopening of UMC Facilities in Michigan.*

Kenn recommends slow reinitiating into the church building.

Brian C invited to this LC meeting to discuss wifi and technical issues

Jeanne and Mary shared outcomes of the survey for opening (53 responses) – people are missing people.

Survey respondents have varied comfort levels about returning to church services.

Carl suggests returning to the sanctuary soon, ZOOM has limitations and cannot replace the sanctuary.

Mary Ellen wants out door service in the pavilion with social distancing.

Jayne points out churches will be both digital and physical.

Pastor Jeanne & Rev Mary will come up with the reopening plan. Rev. Cathy Freeman also on this task force and will bring recommendation to next LC meeting.

Rev Mary worries about the issue of helping children understand social distancing.

Need to consider cost and time needed to prepare sanctuary for joint physical and virtual church. The board of trustees will need time to react to needs for changes to church infrastructure. Brian Charnetski agreed to help Trustees work on the plan.

4. No dates established for LC meetings beyond the July 8th LC meeting.

5. Retirement card from the DUMC Leadership Council sent to Elizabeth Hill.

6. Approval granted by LC to DVG personnel so Farmers' Market vendors can have access to the church's handicapped bathroom. Sanitizing being done after every individual's use during the Market every Friday.

7. Next Leadership council meeting, July 8 at 7:00 pm on ZOOM.

a. Agenda:

- i. Approval of June 3, 2020 minutes
- ii. Major topic will be feedback for future joint virtual and physical church.
- iii. Recommendations for Chair of Leadership Council for new session starting Jan. 2021
- iv. Recommendations for Chair of Mission Ministry Team.
- v. Acknowledgement of an additional goal for the Caring Ministry Team
- vi. ZOOM link to next meeting

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Meeting ID: 445 023 2152

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8. Closing devotion/prayer lead by Harold – prayer for times of change and uncertainty. Steve Garness Holmes – This is the day the Lord is making.

Meeting adjourned.

Respectfully submitted,

Mary Ellen Miller