

Eden Church
Official Board Meeting Minutes
January 30, 2022

Present at Meeting: Michael Shaffer – Moderator

Paul Russell, Vice Moderator

Katheen Gowin, Clerk

Phil Schink

Official Staff

Tammy Hallam, Senior Pastor

Matt Thornburg, Worship Pastor

Diane Russell, accompanist

Ashley Dobbs, Youth Director

The meeting of the Official Board was called to order by Michael Shaffer at 12:10pm with a word of prayer. Ashley Dobbs was welcomed to the meeting as a new staff member.

I. Approval of Agenda

The agenda for the meeting was distributed and modified from the original planned agenda for January due to sickness. The remainder of the agenda will be discussed in the February meeting.

II. Review of Previous Minutes

Michael Shaffer, Moderator notified the past reports will be distributed through email/Band prior to the upcoming meeting. Board members vote on the Band App by checking to box by each item. Anything in questioned do not check and this will be addressed at the next meeting.

III. Consideration of Open Issues

none

IV. Consideration of New Business

1. **Elections:** Michael Shaffer, Moderator

It was announced that Paul Russel has agreed to serve as Vice Moderator for the 2022 church year. This was met with unanimous applause from those in attendance.

2. **Approval of Minutes:** Michael Shaffer, Moderator

Meeting minutes and reports will be going out in email by Julie to be read prior to coming to the meeting and there will be an area to check. Don't check if further discussion is needed to be reviewed in person at the next meeting. This will free up time in the board meetings.

3. **Replace locks throughout the church:** Paul Russell, Vice Moderator

The trustees have approved the replace locks throughout the church and get new keys. The price estimate is \$1,150.00. It was noted the last locks were replaced 22 years ago and suggested this should be done periodically. Along with approval of the trustees a motion to approve by Paul Russell and seconded by Phil Schink.

4. **Leadership Retreat:** Pastor Tammy Hallam

Tammy opened by acknowledging the importance of the leadership to take the time to come together for the refreshing of everyone and the spiritual growth in the Kingdom. She will open it up to all leaders throughout the church body that are leading ministries. She would like to continue the teachings of Dallas Willard in "For Such a Time as This". Tammy will try to contact Doug Webster. The content of the retreat was developed by Dallas Willard, but Doug Webster will be leading the retreat. Tammy asked everyone to check their calendars for a weekend to meet for the leadership retreat. In agreement the weekend of Friday, February 25, 2022, from 6:30pm to 9:00pm and Saturday February 26, 2022, from 9:00am to 3:00pm. This would lead into Epic Sunday on February 27, 2022. Tammy will also look into a place in Muncie for the retreat. Pastor Tammy asked Mike to put it on band to see what everyone thinks.

5. **Epic Sunday:** Pastor Tammy Hallam

Reminding of Epic Sunday, February 27, 2022. Including a Congregational Meeting and potluck lunch follow Worship Service. It was agreed to allow each board 10 to 15 minutes to make a short presentation of the end of the year reports. Also mentioned was continuing with miracles from people at Eden as done previously. A printed copy of the first 12 miracles will be made available.

There is a need for volunteers for set up, tear down, and handling of food prior to the service. Staff will go to the kitchen and do an inventory of needed paper goods and drinks to replenish the stock for current and future ministries who use the kitchen. Tammy volunteered to check wholesale stores for bulk supplies. Paul and Diane Russell volunteered to provide a large ham as a meat entrée.

6. **Introducing Ashley Dobbs:** Pastor Tammy Hallam

Tammy stressed the importance and urgency of introducing Ashley Dobbs, Youth Coordinator to the Congregation soon. A time prior to the Congregational Meeting was discussed but considering the recent sickness in the church and weather forecast, it was decided that this would take place on Epic Sunday during the worship service.

V. Agenda and Time of Next Meeting

The next meeting will be February 15, 2022 at the Eden Church Friendship House. At this time the remaining topics that weren't addressed from January will be discussed.

The meeting was adjourned by Michael Shaffer.

Minutes submitted for approval by: Kathleen Gowin

**Eden Church -- Financial Secretary's Report
January 2022**

	January 2022	January 2021	Difference	YTD 2022	YTD 2021	Difference
<i># of Sundays</i>	5	5		5	5	
General fund	\$15,938.98	\$14,151.32	\$1,787.66	\$15,938.98	\$14,151.32	\$1,787.66
Other funds	\$14.00	\$114.00	(\$100.00)	\$14.00	\$114.00	(\$100.00)
Total Deposits	\$15,952.98	\$14,265.32	\$1,687.66	\$15,952.98	\$14,265.32	\$1,687.66
Budget	\$25,000.00		(\$9,061.02)	\$25,000.00		(\$9,061.02)

Budget per week \$5,000.00
 Current avg/week \$3,187.80

<u>Other Funds</u>	Month	YTD
Misc refunds	\$ 14.00	\$ 14.00
TOTAL OTHER	\$ 14.00	\$ 14.00

General Fund Totals
2020 actual
\$239,451
2021 actual
\$241,797
2022 budget
\$260,000

	Current Year
ASSETS	
MUTUAL BANK CHECKING	\$160,834.58
PETTY CASH	50.00
TOTAL ASSETS	<u>\$160,884.58</u>
LIABILITIES	
FEDERAL WITHHOLDING	\$204.84
SOCIAL SECURITY	1,156.17
MEDICARE	269.67
STATE WITHHOLDING	150.90
COUNTY WITHHOLDING	140.50
TOTAL LIABILITIES	<u>1,922.08</u>
FUNDS	
OPERATING FUND	\$88,093.06
MEMORIAL FUND	4,092.84
ENDOWMENT FUND	27,992.40
COMMUNITY FDN FUND	1.00
RESERVE FUND	19,487.34
MUSIC FUND	80.33
EMERGENCY RELIEF FUND	367.28
FUNERAL DINNER	1,013.12
SCHOLARSHIP FUND	13,083.10
SPECIAL OFFERINGS	726.06
PASS THROUGH FUNDS	505.97
MAJOR MAINTENANCE FUND	3,520.00
TOTAL FUND BALANCE	<u>158,962.50</u>
TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$160,884.58</u></u>

Eden Church
Income and Expense Statement
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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
INCOME					
UNDESIGNATED GIVING					
Tithes and Offerings	15,912.25	15,912.25	20,000.00	240,000.00	6.63%
Other Undesignated Gifts	0.00	0.00	0.00	0.00	0.00%
Subtotal Undesignated Giving	15,912.25	15,912.25	20,000.00	240,000.00	6.63%
<i>Budgeted</i>	15,912.25	15,912.25	20,000.00	240,000.00	6.63%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
OTHER INCOME					
Earned Interest	7.11	7.11	0.00	0.00	0.00%
Grocery Card Receipts	0.00	0.00	0.00	0.00	0.00%
Facility Rental	0.00	0.00	0.00	0.00	0.00%
Wedding Fees	0.00	0.00	0.00	0.00	0.00%
Counseling Fees	0.00	0.00	0.00	0.00	0.00%
Flowers	0.00	0.00	0.00	0.00	0.00%
Youth Paid Events	0.00	0.00	0.00	0.00	0.00%
Other Income	14.00	14.00	0.00	0.00	0.00%
Subtotal Other Income	21.11	21.11	0.00	0.00	0.00%
<i>Budgeted</i>	21.11	21.11	0.00	0.00	0.00%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
DESIGNATED GIVING					
Memorial Fund Donations	0.00	0.00	0.00	0.00	0.00%
Major Maintenance	0.00	0.00	0.00	0.00	0.00%
Reserve Fund Income	0.00	0.00	0.00	0.00	0.00%
Stewards Fund Donations	0.00	0.00	0.00	0.00	0.00%
Staff Fund Donations	0.00	0.00	0.00	0.00	0.00%
Music Fund Donations	0.00	0.00	0.00	0.00	0.00%
Youth Mission Fund	0.00	0.00	0.00	0.00	0.00%
Funeral Dinner Fund	0.00	0.00	0.00	0.00	0.00%
Mission Trips	0.00	0.00	0.00	0.00	0.00%
Emergency Relief Donation	-100.00	-100.00	0.00	0.00	0.00%
Scholarship Fund Donation	0.00	0.00	0.00	0.00	0.00%
Endowment Fund Donations	0.00	0.00	0.00	0.00	0.00%
Pass Through Gifts	0.00	0.00	0.00	0.00	0.00%
Hope 2009 Donations	0.00	0.00	0.00	0.00	0.00%
Eli Lily Grant	0.00	0.00	0.00	0.00	0.00%
Subtotal Designated Giving	-100.00	-100.00	0.00	0.00	0.00%
<i>Budgeted</i>	0.00	0.00	0.00	0.00	0.00%
<i>Non-Budgeted</i>	-100.00	-100.00	0.00	0.00	
BENEVOLENCE GIVING					
Special Offerings	0.00	0.00	0.00	0.00	0.00%
Budgeted Benevolence Gift	0.00	0.00	0.00	0.00	0.00%
TOTAL INCOME	15,833.36	15,833.36	20,000.00	240,000.00	6.60%
<i>Budgeted</i>	15,933.36	15,933.36	20,000.00	240,000.00	6.64%
<i>Non-Budgeted</i>	-100.00	-100.00	0.00	0.00	
EXPENSES					
STAFF					
SALARY EXPENSES					
Lead Pastor	3,994.76	3,994.76	3,994.75	47,937.00	8.33%

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
Worship Pastor	2,880.28	2,880.28	2,194.17	26,330.00	10.94%
Children's Ministry Dir.	0.00	0.00	1,373.33	16,480.00	0.00%
Music Director	0.00	0.00	0.00	0.00	0.00%
Staff Accompanist	515.00	515.00	515.00	6,180.00	8.33%
Admin & Comm Associate	1,386.66	1,386.66	1,386.67	16,640.00	8.33%
Custodial Services	1,072.67	1,072.67	888.63	10,663.59	10.06%
Nursery Workers	305.00	305.00	392.48	4,709.76	6.48%
Pastor SECA	498.08	498.08	5,977.02	5,977.02	8.33%
FICA	471.21	471.21	0.00	6,196.76	7.60%
Subtotal Salary Expenses	11,123.66	11,123.66	16,722.05	141,114.13	7.88%
<i>Budgeted</i>	<i>11,123.66</i>	<i>11,123.66</i>	<i>16,722.05</i>	<i>141,114.13</i>	<i>7.88%</i>
<i>Non-Budgeted</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
STAFF BENEFITS					
Pastor Housing	2,516.16	2,516.16	2,516.17	30,194.00	8.33%
Pastor Retirement	911.50	911.50	953.17	11,438.00	7.97%
Pastor Travel/Expenses	25.00	25.00	41.67	500.00	5.00%
Lead Pastor Cont. Ed.	161.83	161.83	41.67	500.00	32.37%
Worship Pastor Cont. Ed.	0.00	0.00	83.33	1,000.00	0.00%
Staff Development/Travel	19.31	19.31	75.00	900.00	2.15%
Subtotal Staff Benefits	3,633.80	3,633.80	3,711.01	44,532.00	8.16%
<i>Budgeted</i>	<i>3,633.80</i>	<i>3,633.80</i>	<i>3,711.01</i>	<i>44,532.00</i>	<i>8.16%</i>
<i>Non-Budgeted</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
Subtotal Staff	14,757.46	14,757.46	20,433.06	185,646.13	7.95%
<i>Budgeted</i>	<i>14,757.46</i>	<i>14,757.46</i>	<i>20,433.06</i>	<i>185,646.13</i>	<i>7.95%</i>
<i>Non-Budgeted</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
OFFICE					
Supplies/Postage/Copier	1,204.03	1,204.03	241.67	2,900.00	41.52%
Background Checks	-74.50	-74.50	83.33	1,000.00	-7.45%
Software/Website	570.39	570.39	250.00	3,000.00	19.01%
Official Board Expenses	155.00	155.00	41.67	500.00	31.00%
Offering Envelopes	0.00	0.00	0.00	200.00	0.00%
Subtotal Office	1,854.92	1,854.92	616.67	7,600.00	24.41%
<i>Budgeted</i>	<i>1,854.92</i>	<i>1,854.92</i>	<i>616.67</i>	<i>7,600.00</i>	<i>24.41%</i>
<i>Non-Budgeted</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
FACILITY EXPENSES					
UTILITIES					
Electric	553.16	553.16	666.67	8,000.00	6.91%
Gas	0.00	0.00	625.00	7,500.00	0.00%
Internet/Telephone	573.61	573.61	533.33	6,400.00	8.96%
Trash	74.00	74.00	75.00	900.00	8.22%
Subtotal Utilities	1,200.77	1,200.77	1,900.00	22,800.00	5.27%
<i>Budgeted</i>	<i>1,200.77</i>	<i>1,200.77</i>	<i>1,900.00</i>	<i>22,800.00</i>	<i>5.27%</i>
<i>Non-Budgeted</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
Insurance	0.00	0.00	708.33	8,500.00	0.00%
Maintenance/Equipment	164.97	164.97	1,000.00	12,000.00	1.37%
Taxes	0.00	0.00	29.17	350.00	0.00%
Custodial Supplies	0.00	0.00	100.00	1,200.00	0.00%

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Bus Expenses	31.35	31.35	125.00	1,500.00	2.09%
Subtotal Facility Expenses	1,397.09	1,397.09	3,862.50	46,350.00	3.01%
<i>Budgeted</i>	1,397.09	1,397.09	3,862.50	46,350.00	3.01%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
BOARD OF DEACONS			83.33	1,000.00	
Communion Supplies	0.00	0.00	0.00	0.00	0.00%
Guest Speakers	0.00	0.00	0.00	0.00	0.00%
CHRISTIAN EDUCATION					
Curriculum	0.00	0.00	41.67	500.00	0.00%
Classroom Supplies	0.00	0.00	8.33	100.00	0.00%
Children's Events	176.81	176.81	83.33	1,000.00	17.68%
Nursery Supplies	0.00	0.00	8.33	100.00	0.00%
Subtotal Christian Education	176.81	176.81	141.66	1,700.00	10.40%
<i>Budgeted</i>	176.81	176.81	141.66	1,700.00	10.40%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
WORSHIP					
Music	0.00	0.00	16.67	200.00	0.00%
Music Supplies	0.00	0.00	0.00	0.00	0.00%
AV Software/Licensing	14.87	14.87	100.00	1,200.00	1.24%
Worship Supplies	45.19	45.19	108.33	1,300.00	3.48%
Piano Tuning	0.00	0.00	25.00	300.00	0.00%
Children's Choir	0.00	0.00	0.00	0.00	0.00%
Subtotal Worship	60.06	60.06	250.00	3,000.00	2.00%
<i>Budgeted</i>	60.06	60.06	250.00	3,000.00	2.00%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
YOUTH MINISTRIES					
Traction	0.00	0.00	66.67	800.00	0.00%
Spark	0.00	0.00	58.33	700.00	0.00%
Kingdom Kids	0.00	0.00	33.33	400.00	0.00%
Subtotal Youth Ministries	0.00	0.00	158.33	1,900.00	0.00%
<i>Budgeted</i>	0.00	0.00	158.33	1,900.00	0.00%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
BOARD OF STEWARDS					
Stewardship Supplies	0.00	0.00	0.00	0.00	0.00%
BUDGETED BENEVOLENCES					
L.A.C.E.S.	0.00	0.00	250.00	3,000.00	0.00%
Friends of Hope	0.00	0.00	62.50	750.00	0.00%
Christian Ministries	0.00	0.00	104.17	1,250.00	0.00%
CCCC Conference	0.00	0.00	83.33	1,000.00	0.00%
Blood 'N Fire	0.00	0.00	41.67	500.00	0.00%
First Choice for Women	0.00	0.00	41.67	500.00	0.00%
Subtotal Budgeted Benevolences	0.00	0.00	583.34	7,000.00	0.00%
<i>Budgeted</i>	0.00	0.00	583.34	7,000.00	0.00%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
Subtotal Board Of Stewards	0.00	0.00	583.34	7,000.00	0.00%
<i>Budgeted</i>	0.00	0.00	583.34	7,000.00	0.00%

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	Current Period	Year to Date	Year to Date Budget	Annual Budget	Annual Budget Percentage
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
MINISTRY TEAMS					
Mentoring Ministry	0.00	0.00	20.83	250.00	0.00%
Clothes Closet Expenses	0.00	0.00	0.00	0.00	0.00%
Subtotal Ministry Teams	0.00	0.00	20.83	250.00	0.00%
<i>Budgeted</i>	0.00	0.00	20.83	250.00	0.00%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
OUTREACH					
Outreach/Advertising	273.18	273.18	166.67	2,000.00	13.66%
New Ministry Expenses	0.00	0.00	125.00	1,500.00	0.00%
First Impressions Team	0.00	0.00	83.33	1,000.00	0.00%
Subtotal Outreach	273.18	273.18	375.00	4,500.00	6.07%
<i>Budgeted</i>	273.18	273.18	375.00	4,500.00	6.07%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
OTHER EXPENSES					
Flowers	0.00	0.00	33.33	400.00	0.00%
Bank Fees	0.00	0.00	54.17	650.00	0.00%
Subtotal Other Expenses	0.00	0.00	87.50	1,050.00	0.00%
<i>Budgeted</i>	0.00	0.00	87.50	1,050.00	0.00%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
DESIGNATED FUND EXPENSES					
Memorial Fund Expenses	0.00	0.00	0.00	0.00	0.00%
Reserve Fund Expenses	0.00	0.00	0.00	0.00	0.00%
Steward Fund Expenses	0.00	0.00	0.00	0.00	0.00%
Music Fund Expenses	0.00	0.00	0.00	0.00	0.00%
Scholarship Fund Expenses	0.00	0.00	0.00	0.00	0.00%
Emergency Fund Expenses	0.00	0.00	0.00	0.00	0.00%
Special Offerings	0.00	0.00	0.00	0.00	0.00%
Funeral Dinner Expenses	0.00	0.00	0.00	0.00	0.00%
Endowment Fund Expenses	0.00	0.00	0.00	0.00	0.00%
Pass Through Gifts	0.00	0.00	0.00	0.00	0.00%
Major Maintenance Expense	0.00	0.00	0.00	0.00	0.00%
TOTAL EXPENSES	18,519.52	18,519.52	26,612.22	259,996.13	7.12%
<i>Budgeted</i>	18,519.52	18,519.52	26,612.22	259,996.13	7.12%
<i>Non-Budgeted</i>	0.00	0.00	0.00	0.00	
EXCESS INCOME/EXPENSES					
	-\$2,686.16	-\$2,686.16	-\$6,612.22	-\$19,996.13	13.43%
<i>Budgeted</i>	-2,586.16	-2,586.16	-6,612.22	-19,996.13	12.93%
<i>Non-Budgeted</i>	-100.00	-100.00	0.00	0.00	

Eden Finance Board Minutes
January 27, 2022

Present at the meeting were Jim Benefiel, Ron Gowin, Pete Hotmire, Bob Scott, Michael Shaffer and Ken Wilkinson. Other members that will be serving on the board this year are Angela Keller and Kerry Ledbetter.

Michael opened the meeting with prayer.

The board needed to elect a new chairperson since the previous one is not on the board this year. Tammy had nominated Pete in previous discussions over the Band app. Bob seconded this nomination and Pete was elected.

Bob will serve as our representative to the Nominating Committee. We also need to have a representative to the Personnel Committee. That item was tabled until the next meeting. Pete will continue to record the minutes of the meetings.

The trustees would like to change the locks on all the doors of our buildings at a cost of about \$1200. Due to the number of families that have recently left, they wondered if we felt they should spend this money. After some discussion, Jim moved that we tell them they could move forward. Michael seconded the motion and it passed.

Bob gave a summary of the giving for 2021. Total giving was around \$241,000. There were ten or eleven families that gave about \$38,000 last year, but are no longer attending Eden. Had these families been giving their normal amounts for the whole year, they would have given an additional \$20,000. The fact that we still received \$241,000 means that we have replaced a portion of their giving with new givers. A \$10,000 estate gift was also received in 2021. The number of giving units has been declining (86 in 2019, 80 in 2020, 74 in 2021).

We discussed whether someone should make an announcement to the congregation regarding the 2021 finances. Michael will put this on the Congregational Meeting agenda for February.

Ken noted that there was only a difference of \$43 between total expenses and total income for 2021. We will not have some one time expenses such as the flooring replacement this year. But we will be paying a new staff member for the whole year vs. the music director salary that was only paid for about a third of 2021.

Jim closed the meeting with prayer.

Our next meeting is scheduled for March 10.

Respectfully submitted,
Pete Hotmire

Board of Deacons
January 6, 2022

Members present: Jeff Hotmire, Pastor Tammy Hallam, Jack Hallam, Dave Prybis, Andrea Prybis, Beth Cull, Jim Benefiel, Jim Decker, Cheryl Decker, Kerry Ledbetter and Lori Ledbetter

Guest present: Michael Shaffer (Moderator)

Jeff opened with prayer.

Minutes from the December meeting were approved.

Cards were signed and distributed.

Deacon responsibilities for 2021 shut-in Christmas gifts and Christmas Eve service were reviewed. The following comments were made:

The gift bags and poinsettias were well received.

Thank you Jack for delivering them.

We need to buy smaller candles or possibly use votives for the window decorations to prevent cracking the globes.

The start time of 7 PM for the Christmas Eve service was a good decision.

Jeff reviewed Deacon responsibilities and the following notes pertaining to 2022 were added.

Cards- Jeff will continue to order and address. Tammy will get a list from Matt so we can send cards to Eden's children. Other possibilities would be teachers and healthcare workers.

Communion elements- Jeff will continue to order the bread and pick it up the bread from Concannons. Tammy will purchase gluten-free crackers to offer in addition to the bread. Jim and Cheryl will continue bringing the juice. Anyone who is available is asked to help set up and clean up on communion Sunday.

Lay readers- Jeff passed around a sign-up sheet to cover the year. If someone needs to read on the lower level, let Matt know the week before so he could have a microphone ready.

Greeter/ushers- Cheryl and Jim, Lori and Kerry will continue to be greeters, count attendance and light the candles. Tammy will send an email to the Eden connections team to encourage more people to serve.

Pew supply checker- Dave, Jack and Jeff will make sure pens (instead of pencils), connection cards and Kleenex will be available in the pews, as well as general straightening.

Altar candle lighting- Greeters will light the candles around 10:00.

Nominating Committee-Michael Shaffer expresses his appreciation for all that the Deacons do. He suggested that each board writes a short description of their duties to help in the recruitment process. Jim B. will serve as the Deacon's representative on the 2022 Nominating Committee.

Congregational care-It is everyone's responsibility to keep their eyes and ears open for anyone who might need assistance or care. Andrea will type a list of people who might fall into that category. It will be reviewed at the February meeting. There was discussion on how we can better care for our congregation. Tammy mentioned the possibility for Congregational care training.

Pastor Assistance-Assist Pastor Tammy as needed.

Pastor Tammy thanked everyone who served this Christmas season. She suggested that, as Deacons, we get on the prayer Band App to stay connected with our congregation. She will send out an invite to anyone who would like to be on it.

Praises and concerns were shared.

Next meeting is February 3, 2022.

Pastor Tammy closed with prayer.

Respectfully submitted,
Lori Ledbetter

EDEN CHURCH BOARD OF TRUSTEES

MEETING MINUTES

January 4, 2022

PRESENT: Mike Grile, Pastor Tammy, Mike Shaffer, Mike Edwards, Byran Weikel, Don Parsons, Paul Russell, Phil Schink, Ross Walter

Chairperson Mike Grile opened the meeting with prayer and passed out the meeting agenda of both old and new business. Mike told the Trustees he would be resigning from the position of Chairperson and would no longer be able to serve on the Board effective immediately. The Trustees thanked Mike for his service to the Church. Moderator Michael Shaffer suggested the Trustees select new Officers for the Board to cover the vacancy. Phil Schink and Paul Russell will serve as Co-Chairpersons and Ross Walter will continue to serve as Secretary of the Board of Trustees.

* EXIT LIGHT BATTERIES – Phil has checked the exit lights in the Church and will obtain new batteries or new units to replace the ones that are not currently working properly.

* BELL TOWER LEAK – The Trustees are continuing to check for leaks in the Bell Tower. Mike Grile has noticed a small water leak from the Bell Tower. The Trustees will continue to check the area for water leaks.

* UPLIGHTING FOR THE CHURCH – Paul has been checking on costs for installing uplighting around the perimeter of the Church and will assemble these costs for review by the Trustees.

* ORDERING WATER DAMAGE CONTROLS – The Trustees will review the requests for obtaining the Water Damage controls for the Church and obtain the equipment as needed.

* GUTTER CLEANING – The gutters and downspouts have been cleaned out at the Friendship House and the Trustees will follow up on a small leak above the picture window and make repairs.

* UPDATES ON REST ROOMS IN CELEBRATION HALL – The Trustees will defer any plans for updates to the Celebration Hall classroom areas until a later date.

* FIRE ALARM REVIEW – The Trustees will review the need for changes to the Fire Alarm system after Koorsen Security adds the 5G capabilities to their programs.

* ELEVATOR PIT WATER PROBLEMS – Ross is continuing to check the Elevator Pit at the Church for excessive water and monitoring the removal of the water when needed.

* WATER SOFTENERS – Don will continue to monitor the salt usage in the water softeners at the Church and Friendship House and will obtain and add salt as needed.

* ENTRY DOORS TO SANTUARY – Phil suggested that doorstops be added to the bottom of the double doors to hold them open before Services begin. The Trustees will install these units as soon as possible.

* EXTERIOR DOOR LOCKS AND KEYS – Paul is obtaining costs to change the exterior door locks and keys with replacement units to enhance security at the Church and Friendship House.

* DOORS AT THE FRONT OF SANCTUARY – A suggestion was made to the Trustees to refinish or replace the two side doors at the front of the Sanctuary. The Trustees with check the doors and make changes as needed.

Phil Schink closed the meeting with Prayer. The next meeting of the Board of Trustees will be on February 1st, 2022 at 7:00 pm in the Friendship House.

Submitted by,

Ross Walter

Secretary, Board of Trustees