

The Church Board of First Christian Church of Edmond, OK
Regular Meeting Minutes
October 23, 2016 ·

Call to Order: Marcy Williams called the regular meeting to order at 5:29pm and opened with prayer.

Board Members Present: Marcy Williams, Kathy Kerr, Jackie Booher, Mark Nash, Linda Hall, Gwen Shaw, Staci Nash, Jennifer Cain, Dian Sill, Connie Westhof, Randle Lee, Frank Gresh, Brenda Wood, Scott Kinnaird, Charles Stout, Larry Ball, and Cameron Woods, Treasurer, ex-officio member.

Board Members Absent: Steve Theobald, Karla Rowley, Susan Hurst, Molly Larrison, and Ivan and Melody Coco.

Staff Members Present: Chris Shorow, John Regan, Micah James, and Diane Ball.

Others in Attendance: Doyle Phillips, Jim Hays, Bruce Jackson, Christin Mugg, and Robbi Kinnaird, Secretary.

Determination of Quorum: A quorum to conduct business was met with 16 Board members present out of 22 valid positions.

Approval of Minutes: The Regular Meeting Minutes for August 21, 2016 were reviewed and approved as presented.

Approval Financial Report: The financial report for January through September 2016 was reviewed and approved as presented.

Old Business:

- **Building Update:** Doyle Phillips presented an update on the construction project. We are at the most inconvenient part of the project, but we are currently running on schedule. It will require the shut off of power to the church facility on October 27 and possibly October 28 to switch the transformer. After looking at various alternatives, the safest action requires the Child Care Center to close. Building funds will reimburse the lost income and wages. It continues on schedule, and about \$20M under budget. Should be ready for car traffic by November 27.
- **Strategic Budget:** John Regan reviewed the Strategic Budget, including previous funds, current contributions, and campaign pledges along with construction expenses and campaign allocations. We have drawn \$144,000 on the construction loan.
- **Youth Protection Policy:** Micah James presented a brief overview of the policy, which was presented for review at the August 21, 2016 Board meeting, noting a few changes and the future completion of forms. *Larry Ball made the motion to approve the Youth Protection Policy as presented. Brenda Wood offered the second. Motion was approved.*
- **Conflict of Interest Policy:** John Regan presented a brief overview of the policy, which was presented for review at the August 21, 2016 Board meeting. *Larry Ball made the motion to approve the Conflict of Interest Policy as presented. Mark Nash offered the second. Motion was approved.*

The Board of First Christian Church of Edmond, OK
Meeting Agenda
November 13, 2016
Fellowship Hall – 12:15 p.m.

1. Call to Order
2. Opening Prayer
3. Determination of Quorum
4. Approval of Minutes
5. Old Business
 - Building Update
 - Endowment Investment Policy and Procedures
 - EIC Task Force #2
 - Personnel Policy Summary
6. Adjournment

Remaining 2016 Church Board Meeting Dates:

Nov 13 at 12:15pm – Meeting/Leader Orientation

December 4 at 12:15pm -- 2017 Leadership and Budget

December 11 at 12:00pm – Congregational Meeting

Board Minutes are posted on the webpage, the HUB Board group, and the Church bulletin board outside the Communications office.

November 13 – Leadership Orientation & Board Meeting at 12:15pm – All Moderators, Moderator-elects and new leadership will meet for lunch and discuss upcoming year. It was decided to also use this time as a Regular Board Meeting.

December 4 – Board Meeting at 12:15pm to vote on Leadership and Budget

December 11 – Congregational Meeting to vote on Leadership and Budget

Meeting adjourned.

Respectfully submitted by
Robbi Kinnaid,
Secretary

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- **Endowment Task Force:** Mark Nash presented a draft of the proposed EIC policy for review and discussion with the Church Board. He also presented an Executive Summary, which offers four recommendations (see Executive Summary for complete recommendations):

- Annual distribution amounts will be determined by the FCC Board and/or Finance.
- Lengthen the time each EIC member serves on the EIC.
- Update the current spending formula.
- Update the current allocation formula.

Jim Hays thanked the Task Force for their hard work. Marcy Williams stated the intention was not to vote on this policy at this Board meeting, but will call for a vote at the next meeting. Larry Ball pointed out the Policy states the EIC could revise policy on an annual basis and asked if that would be brought before the Board. He suggests the policy be corrected to state Board approval required. Also regarding Section V.B, he suggests Conflict of Interest should be broadened to include actual investments as well as the firm investing. The revised policy will be presented at the next Board meeting for approval.

- **Personnel Handbook Revision:** John Regan presented an Executive Summary on revisions made to the Personnel Handbook, which covers both church staff and Child Care Center staff. After a review of the process, the discussions held with attorneys, and completion of the handbook, he asked the Board if this Handbook is considered a policy or procedure? Conflicting documents give Policy authority to the Personnel Committee and others do not. Randle Lee suggested authority to the Executive Committee for oversight. John stated Board members made minor edits to the policy previously sent for review. Marcy Williams stated this is a first discussion and review at Board, so no vote is required at this time. It will be decided at the next Board meeting whether it is a policy and requires a vote. Larry Ball asked if it could be delegated to the Personnel Committee for approval and Randle Lee stated typically no, it must be affirmed by the Board or at least the Executive Committee for some oversight.
- **Nominating Committee Review:** John Regan presented a partial list of 2017 Leadership. The complete list will be presented for Board approval prior to Congregational vote in December.

New Business:

- **Stewardship Campaign:** Micah James stated as of Wednesday, October 19, 2016 we have received a total of 151 pledges for \$659,399. Dana Shadid rallied a group to write personal notes to those pledging in the past, yet not pledging this year.

Reports By Ministry Moderators:

- **Outreach** – verbal report given by Gwen Shaw
- **Child Care Center** – verbal report given by Frank Gresh

Reports by Minister and Staff:

- **John Regan** – verbal report
- **Chris Shorow** – verbal report
- **Frank Gresh** – verbal report