

Leadership Group Minutes

January 4, 2022 @ 7:00 pm on Zoom

<https://us06web.zoom.us/j/82141738001?pwd=aXZka0FQbmNCcTRVN083ZE5idjBBQT09>

Present: Anna Yoder Schlabach, Scott Coulter, Lora Nafziger, Karl Shelly, Randy Roth, Sandy Fribley, Anne Horst Hanby, Leon Bauman, Eric Yordy, Elena Fischer

Absent: Jamie Lake

Guests: Spending Plan agenda items: John Nafziger, Treasurer and Larry Gautsche, Chair of Finance Committee

1. Opening: Eric (Minutes: Anne)

2. December 7, 2021 LG meeting minutes – **approved** as submitted

3. December 19, 2021 Congregational meeting minutes –**approved**, after a few updates for clarity were made during the meeting

Information / Reporting

4. Update on Congregational Pastoral Review Committee from Lois Kaufmann (Randy); Lois submitted a summary of their work to date. Four pastoral interviews have been completed and some other work is going well also.

5. Administrative Staff Positions (Scott); Two people have applied for the Administrative Assistant position, interviews will be held soon.

6. Internet improvement; No updates since the last meeting.

7. Capital Campaign update: (Randy); Anne Horst Hanby (Leadership Group) and Justin Rothshank (Milk and Honey campaign experience) have agreed. **Randy is seeking two more people**, including someone from Finance Committee. Jep Hostetler is willing to be a consultant to the new committee (he was in leadership on the Milk and Honey campaign).

8. Smuts Housing Update; There is still an opportunity for volunteers to support the family with additional needs besides the group working on the housing / home purchase LLC

9. State of the Congregation Report; **Anne Horst Hanby and Jamie Lake to work on reflections, Scott is compiling stats; This report will go to LG by the Feb. LG meeting.**

10. COVID-related Plans for January Worship & Formation (Anna); After Worship Committee and Christian Formation Committee met with the Covid Advisory Group in mid-December, the plan is for Zoom clusters (smaller clusters of people sorted by small groups who are assigned into Zoom groups for worship with a recorded sermon / meditation). Several zoom-based options related to children and Christian Ed are planned. Possible return to in-person worship by Carnival Sunday/ Feb. 27. Statements were shared from some in the congregation who are strongly desiring return to in-person worship and fellowship sooner.

Discussion / Action

11. Finance update (John Nafziger, Treasurer and Larry Gautsche, Chair of Finance Committee)
> End of Year Report of Offerings, Expenses

—Offering in December was about \$91K, slightly more than the \$88K the church treasurer

33 had announced was needed for year-end giving in order to meet estimated 2021 expenses.
34 —Ending the 2021 spending plan year with about \$4-5K more income than actual expenses
35 (with actual expenses being significantly below spending plan levels).
36 —Any discussion of what to do with these funds will need consensus with Finance
37 Committee and Leadership Group before moving forward to the congregation.

> Spending Plan for 2022 (for Cong. Mtg. in January) [DOCUMENT]

38 **12. Proposed Spending plan** (John Nafziger and Larry Gautsche)

39 —Mission within Assembly: Assembly has paid significantly ahead on the mortgage.
40 —Mission beyond Assembly: Line 21, 22 and 23 are set by other congregational policies
41 related to student aid. Other categories of Mission are proposed for 2022 with a 5% increase.
42 —Is there a way to more clearly present the \$s for student aid which are currently split 67%
43 under mission beyond Assembly and 33% mission within, etc.?
44 —There is significant giving above General Fund budget to other funds outside the General
45 Fund. How do we best present the information these funds, and best make use of people's
46 interest in giving to the items in these funds? For example, the Members Needs fund has
47 grown to carry more balance than it did historically.

48 **Leadership Group approved the proposed 2022 spending plan to go to the congregation.**

49 **13. Set Pastoral Housing Allowance (Requires Motion & Second)**

i. "Pastors may designate up to 100% of their 2022 salary as housing allowance."

Randy Roth moved to approve; Eric Yordy seconded. Motion passed.

50 **14. Small Groups** [DOCUMENT]

51 Karl is testing the question of spending congregational meeting time on a deeper dive on the
52 role of small groups in Assembly's congregational life (what is going well; what can be
53 expanded, etc.) Lots of affirmation expressed for delving into a substantive conversation on
54 small groups in church life. **Topic will be added to a future congregational meeting.**

55 **15. Safe Church documents** [DOCUMENT]; Reviewed by Lora after months of significant
56 work by the working group. This document is designed to be shared on the church website.
57 Assembly's Digital Communications policy has been used as a resource to share with other
58 congregations. **Pastor of Congregational Life will place an annual review of these**
policies

59 **on the annual Leadership Group agenda.**

60 **16. Building Project Tithe Committee;** During 2017-2019 a job description for this committee
61 was created. Funds are still available/held by AMC. **Committee will be Scott Coulter, Leon**
62 **Bauman and Eric Yordy. They will announce the opportunity for input/ideas to the**
63 **congregation and will then disperse the funds.**

64 **17. Congregational Meeting items (Meeting moved to Sunday, January 23)**

- i. First reading of 2022 spending plan
- ii. Share updated Safe Church documents

iii. Covid-related procedure discussion?

65 **18. Pastors Reporting [DOCUMENT]**

66 **19. Elders Reporting**

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68 20. Prayer for the congregation: Karl

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70 Next LG Meeting: February 1, 2022 7:00 pm

71 Next Congregational meeting: **January 23, 2021 7:00 pm**

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73 **Future Agenda**

74 Leadership Group Retreat?

75 Congregational Coach meet with LG – February?

76 Hospitality Goal?

77 Surplus?

–Minutes submitted by Anne Horst Hanby

Approved by Leadership Group, 2/1/202