



## Leadership Board (LB) Minutes – 8 March 2024

Attendees: Joanna Arthur ● Bruce Bartolain ● Melissa Porter-Miller ● Dana Kauffman ● Peggy Owusu-Ansah ● Kathy Henry ● Jessica Posey ● Dan Dickinson ● Gale Deutsch ● Charles Dankwah ● Matthew Dodds ● Patricia O'Donnell

LB Chairman Bruce Bartolain opened the meeting.

**1. Opening Prayer/Spiritual Formation.** Dan Dickinson devotional - “Wait Three Days.”

**2. Leadership Equipping.** The LB discussed the article, “Navigating liminality.” Pastor Melissa led the discussion on how ‘navigating liminality’ applies to our church and to ourselves.

**3. Pastor’s Report.** Pastor Melissa discussed the latest happenings in the church, including a good Town Hall with the District Superintendent, an increase in attendance at February Worship, a new 3-B Group built around hiking and praying, Youth Sunday on April 21, and a parsonage update.

**4. Town Hall Planning.** The LB discussed the upcoming Town Hall on 14 April, including updates from the Teams, soliciting questions from congregants, using Zoom for making the meeting a hybrid live/virtual meeting, the proposed use of slides, and advertising the meeting.

**5. Mission Engagement/Strategic Planning.**

a. **Office Manager Vision.** The LB discussed the priority skills we would like to see in our next Office Manager, the desired qualifications, and a salary range for offering to candidates. After discussion, **the LB approved the job description for use in hiring a new Office manager.**

b. **Church Vision.**

1) The LB agreed on a date of 25 April to further develop our church vision.

2) The LB also discussed our strategic planning retreat on May 4<sup>th</sup>, 10-3 PM, which will be conducted at Burke United Methodist Church. A major element of the retreat will be to work with an outside group on developing a “breakthrough prayer” that we will write specially for the congregation and be focused on the goals we set.

**6. Approval of Information reports.** The following documents were approved as a packet: the February LB Meeting Minutes of 8 February, the Visioning Board Minutes of 29 February, and the End-of-January 2024 Treasurer’s report. The LB also approved keeping the detailed notes that contributed to producing the meeting minutes in the Google Drive folder for the meeting.

**7. Action Items.**

a. The LB discussed and approved extending the parsonage lease to the current occupants without raising the rent.

b. The LB discussed and approved the Franconia UMC Personnel Policy with some slight modifications to the draft that was presented to the board. The LB also discussed the status of other policies that remain in development.



c. The LB approved a revised church reimbursement form and modifications to our signatory cards with our local bank.

**8. Communication.** The LB noted that approved minutes are now being posted on the church website under the 'About Us' tab.

**9. Executive Session.** There was no executive session.

**Closing Prayer.** The LB Chair closed the meeting with a prayer.