

The January meeting of Crosby United Methodist Church Board of Stewards was held Tuesday, January 19, 2021. The meeting was called to order by Outgoing Chairman Buddy Brewer at 6:30pm. The opening prayer was given by James Malac. A quorum was declared.

Members in attendance were:

Buddy Brewer
Danny Eppers
Randy Foster
Skip Greenwade
James Malac
Rev. Jamie Lea
Amanda Schriewer
Anne Till
Willie Thompson
Al Jamail
Johnnie Miley
Melody Mendez
Ray Reese (non-voting capacity, servicing as recording secretary)

The minutes of the December meeting were reviewed. A motion to accept the minutes as read was made by Skip Greenwade and the motion received a second from Anne Till. A unanimous affirmative vote approved the minutes as read.

Mark Owen, Scoutmaster of BSA Troup 576, was a guest attendee in the meeting. He wanted to thank the Church for their continued support and sponsorship of the Troup, as well as to answer any questions that the Board may have regarding the 2021 year in Scouting, requests to meet on property, and other events planned for the year. The Scouts had completed a building use request for a lock-in to be held Friday, January 22 8pm through Saturday, January 23rd 8:00am. Mark indicated that the scouts would only use the main floor of the FLC and the Youth Room for sleeping and quiet time. There was no need for them to use the stage area or the kitchen. The scouts would follow the building use protocol that is currently in place and would return the building to the state in which it was found. Randy Foster asked if the scouts conducted an attendance protocol that could be used for Covid tracing, should the need arise. Mark stated that attendance was kept and a record of such could be provided to the church upon request. There will be a minimum of 3 adults presents. There being no additional questions, Mark left the meeting and the Board decided to contact Mark once a vote was taken on the Building Use Application.

Due to changes that were anticipated being made to the Guiding Principles and Operating Guidelines of the Board of Stewards, the need to sign the Board of Stewards Covenant was effectively moved to coincide with discussion around the Guiding Principles Document.

Buddy Brewer announced that the Board would need to elect officers for the 2021 year. Buddy indicated that he would like to begin with the Recording Secretary position vacated by Cheryl Doss. Buddy asked for volunteers for this position. There being none, Buddy proposed that the bylaws be amended to remove voting privileges from the Recording Secretary position and recommended that the position be assumed by Ray Reese. Ray would be compensated in some way for the time that is spent in the meeting. Ray Reese indicated that he would be amiable to accepting the position and recommended

that the time spent in the meeting simply be added to his time sheet and paid as the current rate of pay for the Administrative Assistant position. Danny Eppers made a motion to amend the Guiding Principles to remove voting privileges from the position and have Ray Reese fill the position. The motion received a second from Anne Till. During debate on this motion, Skip Greenwade raised a concern regarding how the position would operate should Ray decided to separate from employment with Crosby UMC. It was decided that this could be decided when it was necessary to do so but that it could be made a condition of employment in the job description since it only involved one meeting per month. This motion received a unanimous affirmative vote. Ray Reese will serve as Recording Secretary for the 2021 year.

A motion was made by Anne Till to elect Buddy Brewer as the Chairman of the 2021 Board of Stewards. Johnnie Miley second the motion. A unanimous affirmative vote confirmed Buddy Brewer as 2021 Chairman.

A motion was made by Anne Till to elect Skip Greenwade as the Vice Chairman. Johnnie Miley second the motion. A unanimous affirmative vote confirmed Skip Greenwade as 2021 Vice-Chairman.

A motion was made by Anne Till to elect Amanda Schriewer as the lead finance member. The motion was second by Melody Mendez. A unanimous affirmative vote confirmed Amanda Schriewer as 2021 Head of Finance.

The change of financial leadership will necessitate a change to signature cards for banking. Amanda Schriewer will need to be added and Ray Law will need to be removed from all signature cards. Rev. Jamie Lea made a motion to remove Ray Law from all applicable signature cards and add Amanda Schriewer to all applicable signature cards. The motion received a second from Danny Eppers. The motion received a unanimous affirmative vote. Ray Reese will coordinate with Community Bank of Texas as well as TMF, and Amanda Schriewer, to make these changes.

A motion was made by Anne Till to elect Willie Thompson as lead Trustee. Amanda Schriewer second the motion. A unanimous affirmative vote confirmed Willie Thompson as lead Trustee.

A motion was made by Randy Foster to elect Melody Mendez as lead SPRC representative. Amanda Schriewer second the motion. A unanimous affirmative vote confirmed Melody Mendez as lead SPRC representative.

Section Reports were given:

Financial reports were given by Ray Reese. Income for December was up from November but in line with historical December giving at \$33,778.00. Salary line items were over budget due to the payment of Christmas bonuses. Pastoral accountable reimbursements were paid in December for the past 5 months. These will be processed in their applicable account periods during 2021. Net operating income for Dec was (635.64) and \$14237.19 for year-end 2021.

As a part of the finance report, Ray Reese discussed the possibilities of applying for the PPP Loan Second Draw. Initial discussions with the bank indicate that the Church is eligible to apply. Discussion on the issue resulted in questions from several Board Members as one criterion for eligibility is a 25% reduction in revenue 2019 vs 2020. The Church did not realize this large of a reduction in revenue. Willie Thompson made a motion to apply for the PPP Second Draw if it was determined that the Church met the eligibility requirements. Skip Greenwade second the motion and it received a majority affirmative

vote with Danny Eppers and Buddy Brewer voting against the motion. Ray Reese will verify eligibility and process the application if necessary.

Ray Reese has worked with Texas Methodist Foundation and Westpath to gather information about establishing a 403(b) defined contribution program for lay employees of the Church. The Church would need to agree to sponsor the program as a non-contributor. There would be no cost to the Church for this program. Pending approval from the Board, Ray Reese has a meeting scheduled with Westpath to cover specific details regarding establishing the program. Anne Till moved to allow the church to sponsor a DC 403 (b) defined contribution account for lay employees. Skip Greenwade second the motion. A unanimous affirmative vote approved the motion. Ray Reese will coordinate with Westpath to move forward with this initiative.

Willie Thompson covered the trustee report. The report is attached. It was reported that a second insurance company had been scheduled to meet with the Church to provide a bid competing with Methodist One, the current insurance provider. Ray Reese will meet with a representative from Brotherhood Mutual on January 20 to facilitate moving forward with the bidding process.

The report from SPRC was given by Melody Mendez. SPRC will assign a SPRC member to act as a liaison between the Board and employees. Melody also discussed end of year reviews for employees. It was discussed that Ray Reese and Beverly Pipes were going to take a QuickBooks Certification class. Ray Reese will gather information and send it to Melody so decisions can be made.

There was no report from Membership Committee.

Generosity team will begin to look at alternatives for Consecration Sunday celebrations to align with current safety precautions.

The Kid's Hope Program has not changed. CISD is still not allowing visitors on campuses.

New Business

Pursuant to AP 1.6 of the Guiding Principles and Operating Guidelines of the Board of Stewards, the Board will identify representatives with responsibility for two-way communication between the Board and the Congregation. Jamie Lea nominated James Malac and Skip Greenwade for these positions. Danny Eppers second the nomination. An affirmative vote confirmed these gentlemen as communication representatives.

The Guiding Principles indicates that a "town hall" meeting should be held periodically to review church financial and ministry health. It was decided that a town hall will be held to cover financials for 2020 as well as other pertinent topics. The target date for this town hall will be the middle of March. Town hall meetings will be on going in the last month of each quarter.

Goals for 2021 were proposed as:

1. Conduct 4 town hall meetings to be held in the middle of the 3rd month of each quarter. These meetings will be held in a live and virtual format.
2. Initiate and Administer 2 new revenue generating activities.
3. Have an active hospitality team by the end of March.

4. Reinstate Children's Church, Small Groups, and Youth during 2021.
5. Improve the online presence by enhancing the broadcast capabilities and upgrading technology.
6. Facilitate 2 events to build discipleship.

A motion to accept these goals was made by Johnnie Miley and James Malac second the motion. A unanimous affirmative vote confirmed these as 2021 goals.

The current Guiding Principles will need to be amended to include changes to the Recording Secretary position as well as to include the At-Large Members. These changes will be made, and the new document will be given to Board Members so that the Covenants can be signed.

Spring Fling plans were discussed. It was determined that a Spring Fling committee would be formed and would be led by Anne Till. Anne will facilitate moving forward with this direction.

Amanda Schriewer brought up AP 1.1: Administrative Oversight and Interface with the Crosby Methodist Weekday School in the Guiding Principles. It was determined that the Board needs to determine if the organizational documents for the WDS require them to have a working Board of Directors. This will determine how oversight looks from the aspect of the Board of Stewards. Melody also recommended that all Board Lead Representatives meet with Lisa regarding this issue as well as other aspects of Church/WDS relations.

The Pastor's Report complimented the ministries of the Church and the leadership team. He asked for prayers for he and Kandace as they deal with upcoming family issues. A copy of the End of Year report which was filed with the Conference was included for review of the Board Members.

It was determined that there was a need to create the Hospitality Team so that they could begin planning activities. Willie Thompson nominated Melody, James Malac and Anne Till as members of the Hospitality Team. Jamie Lea second the motion and a unanimous affirmative vote affirmed the members of the Hospitality Team. Anne will serve as the BOS liaison for Hospitality.

Johnny Miley moved to approve the Building Use Form allowing the Scout's lock-in. Willie Thompson second. A unanimous affirmative vote approved the application. Ray Reese will contact Mark Owen.

At 9:22, Jamie Lea made a motion to Adjourn the meeting with Willie Thompson seconding the motion.

Meeting Adjourned.