

**Policy Governance Board Meeting**  
**Saturday, September 22, 2018**  
**9am-1:30pm**

**Present:** Sue Clare, Paul Hillman, Carol Hillman, Betsy Weems, Suzy Gill, Shane Schamper, Randy Hamstra, Steve Manskar, Kip Smalligan

**Coffee** Shane

**Spiritual Formation** Betsy

**Old Business**

**Sound / Video update:** Behind schedule, but moving OK. Presently at a standstill. Microphones not working right. Trustees dealing with water damage issues in Pellowe, Fireside and above organ.

**CM organizational model-** Randy needs a new one from Matt- can't open the one he sent.

**Committee Diagram/ Org chart review-** Showed/explained all charts to Steve. Molecular with PGB in the middle, Personnel Org chart- Paul and Sue made necessary changes.

**TV Mount** (information display) for scrolling info/news- Trustees working on installing in Parlor doorway.

**PGB Notebook** – Carol to remind everyone at Monthly Meeting Night where notebook is, etc.

**Church Safety Procedures-** Sue has not seen Brad Schottke, although has approached Gary Roelofs. Sue will meet with Pastor Steve.

**Sanctuary shades and men's bathroom-** Trustees working on prioritizing. Where is funding coming from? Todd Dickinson and Sue Clare met with John Boley, Clergy Assistant to Bishop Bard, who basically said there are no hard and fast rules in the *Book of Discipline* regarding who has final authority- PGB or Trustees? Told to play nice and compromise. True role of Trustees is to take care of prioritizing building needs. We currently have about \$100,000 left to spend out of Capital Campaign- will take to Town Hall Meeting and have Trustees lay out what needs to be done. General budget- PGB in charge; capital campaign- Trustees in charge. We need to take care of sanctuary first due to worship being a priority. Possibility of \$25,000 for shades from Memorial & Endowment? Steve to follow up with them. On hold for the moment until Jan. 2019. Will then review again.

**Newsletter PGB Update-** Nov (Shane) Dec (Suzy) Jan (Carol)

**Committee Review** yearly process- Paul to get form to Betsy.

**Stewardship-** New chair is Rich Tillstrom. Committee up and running.

**Nominations-** committee meets next week in Steve's office. Carol wants us to keep antennas up regarding specific needs- Trustees low, Mission- no chair, Nominations shorthanded, Stewardship- still working on. New PGB Members for 2019? Lay leader, pastor, and recording secretary stay on; 9 rotating- need to replace Paul and Kip. Possibilities include Carol Ashcroft,

Linda Burpee, Kay Snyder, Brian Dempkey, Jen Schottke, Beth Ainsworth, and Sue Sundheimer. Paul updated document in google drive. Sue to ask John C. to be new chair in 2019. Folks should serve a three year term.

### **Lunch**

### **New Business**

**Town Hall Meeting** – New date is Oct. 14, 10am. Betsy to publicize. CM charts up and visible, refugee update, Paul- Ministry review form, Trustees update- what are the building priorities? Reduction in Ministry Shares.

**Stewardship**- Randy asked if the reduction in Ministry Shares was communicated to the congregation as they talked about it at their last meeting. Needs to be addressed in the next newsletter and at Town Hall Meeting.

**Pastor Steve**- Tabernacle Community Church having a “Help with Utilities” day on Friday, Oct. 28, 10am-4:30pm in F. Hall. Steve will be present in the building for the day. Trinity will receive \$500 for hosting. Possibly 300-400 folks here.

**Trustees, Stewardship, Finance, and Memorial & Endowment**- All sit down together and talk about how much money we have in various places and how it is to be spent. Sue will connect with chairs to get the ball rolling.

**Justice Choir**- Claire founded it, and has now relocated. Now that that they have established their own identity, do we give them space to store their music? Building use complimentary, but paper, copying, and custodial expenses incurred by them. Hospitality- need to secure own team. Sue to relay info to Judi Ryan. Who is the official contact person? Sue to clarify.

**Finance / Budget updates**- see old business under “sanctuary shades.”

**Role of PGB with Trustees**- see old business under “sanctuary shades.”

**SPRC Search for new Parish Nurse**- Robin Bennett a “no”, Marilyn Higley “no”, but will do visitation. Penny Murray a possibility? SPRC has written up a job description and will publish. SPRC needs to plan a Celebration Party for Katie- Betsy will check with SPRC. We need 3 new AED’s- Katie is coordinating.

**New chairperson for PGB 2019**- see old business under “nominations.”

**Next PGB Meeting- Jan. 12, 2019**- spiritual formation- Suzy, coffee- Betsy, lunch- Randy.

**2019 PGB Dates**- Jan. 5, April 13, June 22, Sept. 21.

Respectfully submitted,

Betsy Weems- Recording Secretary

