

**Policy Governance Board-  
Saturday, September 23, 2017  
9:00am- 1:45pm**

**Present:** Ric Wiltse, Betsy Weems, David Nellist, Kip Smalligan, Suzy Gil, Warren Richter, Sue Clare, Shane Schamper, Brad Vonderheide, Carol Hillman, Paul Hillman

**Coffee and refreshments-** Thank You, Sue!

**Spiritual Formation-** Betsy offered devotions on recent Centering Moments from Thomas Merton *Thoughts in Solitude*, followed by sharing from Committee Members reflecting on thoughts as to where Trinity is going, fears, joys, etc.

1. **Previous Minutes Review-** Paul Hillman. Warren, Paul and Ric looking at Ministry Review Form. Is it working? Too redundant? Thanks to Nancy Manett for creating excel file with all reviews. **Tree removal- Larry & Suzy Gil caring for.** Ric- thank you notes written and library currently being sorted out. **Committees should not be run by paid staff, such as Worship, Family Ministries, Community Ministries.** Carol met with Sarah Goldner and will sort out in next **Nominations meeting.** Graphic *TUMC Committee Communication Network*. Paul will connect with Worship instead of Ric. Should be used as a channel guide support system in communicating needs. *Personnel Organization Chart* still being tweaked. PGB vs. SPRC- 2 liaisons for hired staff.
2. **Nominations Update-** Carol Hillman. **See above.** *See complete Nominations list to date in 09/23/2017 Board Packet.* Lots of changes on the horizon. Trustees chair, etc.- should we highlight in worship outgoing lay leadership chairs? Nominations should recognize and spearhead- David will add to the Nominations agenda. Sue Keener- new Church & Society chair beginning Jan. 2018. Sara Lowe declined as Membership Chair. Thoughts? Jen Schottke?
3. **Family Ministries Update-** Suzy Gil. *See 09/23/2017 Board Packet for complete report.* Additions to report include conversation surrounding how to address needs of younger families, such as how to communicate more effectively with them, how to minister to them, how to be more aware of needs, etc. Sue suggested more time to fill out connection cards and creating additional boxes for completed connection cards in Parlor and Narthex (Betsy to do). Where do we go from here to ensure improvement? Assign a lay person to report to PGB, bring urgent requests to David and Katie, possibility of Stephen Ministry help. Bottom line- we need someone as point person. Nichea knows the needs, but how do they get needed pastoral care? Suzy or Sue to connect with Jodie Seese regarding a visit to the next PGB meeting to discuss SM help. David to chat with Nichea directly, and will address connection card quandary at next staff meeting.
4. **Tree Update-** Suzy. **See above.**
5. **Community Engagement Model-** Matt Witkowski. *See 09/23/2017 Board Packet for graphic produced by Matt.* Additional conversation from Matt- what's going on in the neighborhood? How is Trinity being visible? Are we improving the inner core, which includes worship, programming, and hospitality. We need to operate like a business- traffic to the church *is* marketing. Betsy to update the current list of groups utilizing the building and will add to the google doc. Are we inviting community groups to our core (worship)? Matt will bring this model to the next Town Hall Meeting, taking place Sunday, Oct. 22, from 10-11am.
6. **Website Revision-** Carol. Crucial to have updated for communication. Content management, CMS system. Paul to attend next Communications Committee Meeting to talk about what needs to be done. Need to hire someone to update banners, pictures, etc.
7. **Facilities Manager-** Brad. After chatting with David and Betsy, determined Brian is not management material. Brad connected with Jason Grinnell (SPRC), who will bring concerns and

come up with a plan at next SPRC meeting. Betsy to re-look at Facilities Manager job description.

8. **Finish putting activities under the right categories-** Carol. Graphic to be updated and tweaked by Carol.
9. **Early Service Name & Staff Change, Late Service Update-** David. *See 09/23/2017 Board Packet for complete report.* Additional conversation- Regarding survey results, we listened to what folks wanted, and made service times 9am and 11:15am. Claire Minnis is a breath of fresh air and now leads the bell choir. Eulogy name dropped, which has been a positive change. Will tweak names of both services to 9am Band-Led, and 11:15am Choir-Led. Betsy to edit all publications. Current staff and lay leadership includes committed worship people on the same page. Children's Choirs very positive- 20 at first practice. They will sing on a more regular basis instead of only 3 times a year. Currently working with screens to make them more functional- Michael Wilson and David collaborating on. David and Claire to reach out to Jake Wiltse to invite him back to 9am service. David reminded us that growth comes out of pain.
10. **Staff Update of Responsibilities-** Carol. Are Jane and Claire being compensated for additional duties? Someone needs to take boiler/furnace training as Andy is the only one who currently knows the system.
11. **Finance Report-** Warren. *See 09/23/2017 Board Packet for complete report.* **Nov. 5** is "All Saints" Sunday & "Thankful for our Church" Sunday. Discussion surrounding Capital Fund Drive vx. Regular pledges- folks still committed to both, hence current budget deficit has nothing to do with decreased giving in those area. Paul concerned about running a deficit two years in a row.
12. **Fall PGB Town Hall Meeting 10-22-17, 10-11am-** Paul. History- how the PGB came together. Flow charts- molecular and staff. Community Engagement model- Matt. Todd Dickinson- organ update. Jeff Snyder- Capital Campaign update. Food- Jann Myers. 20-30 minutes for content, remainder of time for questions. Paul to organize all components.
13. **Future PGB Meeting Dates-** Paul. Nov. 11, 9am-2pm. Kip- devotions; Suzy- lunch.
14. **PGB Updates-** Brad- December newsletter. Shane- January 2018 newsletter.

PGB Meeting adjourned at 1:45pm.

Respectfully submitted,

Betsy Weems  
PGB Scribe

Ex officio