

Coordinating Council Meeting Minutes

September 10, 2017, 12:15 pm

Present:

Paul Walsh, Karen Mode, Sherry DeHay, Elaine White, Jan Purdy, Jennifer Davis, Carole Boyle, David Lintz, Les Palmer, Jennifer Borderud, Ed Davis, Angelo Ochoa, JoAnn Reinowski, Tim Smith, Mallory Herridge, Emily Davis, Ali DeHay, Mary Alice Birdwhistell, Randall Bradley, and Phil Sitton

Opening Prayer: Josh Caballero

Confirmation/Approval of minutes from August 13, 2017 meeting:

The minutes from August 13, 2017 were approved upon motion by Sherry DeHay, seconded by Jan Purdy, and unanimous vote without opposition.

Coordinating Council Overview:

Les Palmer gave an overview of the role of the coordinating council. He asked everyone if they could send an electronic copy of their reports to Josh Caballero prior to the meeting each month in order to assist with the taking of minutes for the meeting. He also stated that we would be meeting in the fellowship hall this year and try to begin each months meeting at 12:15. He also stated that we felt we could end at 1:30 and we're going to try to stick that if possible in order to be respectful of each other's time. Les also reviewed the Coordinating Council procedures and bylaws and said he would send out an electronic copy of those by email after the meeting.

Reports:

Finance: (Angelo Ochoa)

- The Finance Report for the period ending with August 31, 2017 was shared and discussed.
- Angelo said that the finance team was looking forward to meeting with Daivd Norris, Phil Sitton, and Mary Alice Birdwhistell as they begin to prepare the budget for the upcoming year.

Personnel: (Jan Purdy)

- The personnel team has met with Mary Alice and will be moving forward with the staff goal setting process very soon.

Property: (Paul Walsh)

There are several projects that need to be worked on and the property team is maintaining a priority list of projects. Leaks and flood concerns are the main priorities that are being worked on this budget year and then they'll take a look at it again for next year's budget.

Recent Building News:

- A/C had a blocked drain and leaked into the basement children's hallway. It was repaired and carpets were shampooed.
- Carpets were shampooed in the sanctuary, balcony, and foyer.
- A small water leak was detected by American Leak Detectors (Corner across from Greater New Light). Nathan will schedule plumbers when he has an exact location provided by Brian from American Leak Detectors.
- There were miscellaneous A/C repairs required during the summer.
- Thermostats were replaced to increase energy efficiency.
- Parking lot burned out bulbs were replaced.

Discussed Projects:

- Security of the office area when the building is unlocked during the week. We propose installing a security door to separate the office area from the main building hallways.
- Emergency lighting and exit sign light repairs.
- Replacement of lights on the exterior wall of the church overlooking the back parking lot.
- Fellowship hall bathroom renovation.
- Tile replacement in basement children's classrooms that were flooded 2 years ago.

Music & Worship: (Elaine White)

- The music team will be meeting on Wednesday (9/13) for the first time this year. No additional report at this time.

Missions: (Tim Smith)

- Calvary was able to deliver 53 backpacks with school supplies to West Avenue at the beginning of the school year.
- The Calvary Yard Sale will be October 7th from 6am – noon. Volunteers are still needed to help with this on Saturday and the Friday night before.
- The missions team will be meeting this Wednesday (9/13) to discuss ways to involve more people in missions.
- A Good Samaritan came by the church to leave a truck full of donated items for hurricane Harvey relief. We were able to deliver the items to DaySpring Baptist Church who is sending a team of volunteers to the coast today.

Children's Ministry: (Sherry DeHay)

- The children's ministry started Fuse Kids and Music and Missions on Wednesday nights this past Wednesday (9/6). Child care is being offered for infants – Kindergarteners on Wednesday nights from 5:45 – 8:00 pm.
- The children's ministry team is also looking to find a worship cart for children that could be stocked with books and activity books for children to use during worship. It would be great if someone could build a cart if they can't find one to purchase.

Youth Ministry: (Carole Boyle)

- The youth are beginning a study on the book of Judges on Wednesday nights this semester.
- They were able to help with 11 backpacks for West Avenue Elementary School.
- They will also be starting a 5th Quarter this year on Friday nights after football games.
- They have 3 new volunteers working with the youth group.
- The youth team will be meeting next Sunday morning (9/17) for the first meeting of the new school year.

College Ministry: (Mary Alice Birdwhistell)

- Calvary attended the church fair at Baylor which was a good way to meet new college students and engage with current college students.
- The college ministry will be hosting a lunch for college students once a month. That is the reason there was not a representative from the college ministry present for the meeting.
- Jess Hastings and Isaac Bradley have done a great job of recruiting new college students to attend Calvary.
- Rory Jones and Emmitt Drumgoole would like to have a college retreat sometime in the spring.

Adult Ministry: (JoAnn Reinowski)

- Our Adult Ministry Team (Mary Alice Birdwhistell, Jo Ann Reinowski, Karla Davis, Deirdre Fulton) met in August and after talking with the teachers/leaders and classes, decided to merge Adult 1 and 2 and Intergenerational 1 and 2 for the fall. This allows for larger groups that can welcome guests each week and also a larger pool of people to share the responsibility of teaching.
- Our new Young Adult-ish class (for young adults starting careers and/or families) started last week with 17 in attendance, and even more who have expressed interest.
- We are starting to plan for our pilot program for fall small groups, which will meet from Oct. 15 - Nov. 12. (Mary Alice included a flyer in the Sunday morning program). Mary Alice would like for the CC to understand how our new Life Group/small group model will work so that they can help answer questions that the congregation might have about how it works/how to participate. We need people to lead, host, and participate.

Deacons: (Ed Davis)

- The deacons voted to take some time off from meeting during the summer so no meeting was held in August
- The deacons continued to help serve The Lord's Supper in worship service when the appointed time came.
- Ed will continue to serve as the chair of deacons for the upcoming year and Ken Sury will serve as the chair elect.
- New deacon candidates for a three-year term beginning September 1, 2017, were highlighted in an issue of the Calvary Tower and then voted on at the Ministry Conference held at the Dewey Recreational Center on August 27th. Voted by the congregation as new deacons were Christa Chappelle, Linda Dulin, Blake Herridge, Kate McClure, and Will Ward
- The ordination service for the new deacons will be in the worship service on September 17.
- The deacons will have their regularly scheduled September meeting on Sunday, September 10, at 4:00 PM at the home of Lydia Tate. Leading the meeting will be deacon chair for 2017-18, Ed Davis, assisted by the chair-elect, Ken Sury. At this meeting, the deacons will celebrate the service of outgoing deacons, Brenda Bradley and Tim Smith. The deacons will welcome the 5 new deacons named above to their first meeting of their 3-year term.
- At the September meeting, the deacons will organize themselves into various service committees and will sign up for staff and Sunday School encouragement and support service. Also, deacons will volunteer to be service providers and encouragers for all the Senior Adult members of the congregation.
- The October meeting will be on October 1 at 4:00 PM at a yet to be determined site.

Ministerial Staff: (Mary Alice Birdwhistell)

- Mary Alice shared that it is a very busy time for the staff with new Sunday School classes starting, Wednesday night activities beginning again, new interns, a new form for lifegroups, a new format for the Tower, and new visitors coming to Calvary. She expressed her gratitude for the staff and the work they are doing.
- Mary Alice will be preaching at Baylor Chapel on Monday (9/11) at all 3 services.
- There is a new central church calendar and she asks that members check with the official calendar before planning different activities.

- Les mentioned that the coordinating council members are supposed to be listed on the church website.

Old Business:

- There was no old business to be discussed

New Business:

Leadership Nominating Team:

- A position on the Leadership Nominating Team needs to be filled. Les reviewed the guidelines of the Leadership Nominating Team in order to help us fill the 3 year post.
- The current Leadership Nominating Team consist of Allison Dillon (1 year), Jason Whitlark (1 year), Jim Heston (2 years), and Leslie Smith (2 years).
- Sherry DeHay nominated Karla Davis to be considered. Mary Alice also mentioned that they had discussed Sally Weaver and Jon Singletary as potential nominees at their staff retreat.
- After a discussion of all three proposed nominees, Jennifer Borderud made a motion to vote by secret ballot and number the three nominees in preferred order. JoAnn Reinowski seconded and the motion passed unanimously.
- After the votes were counted it was determined that Sally Weaver was the nominee and would be asked to serve, followed by Jon Singletary as 1st alternate, and then Karly Davis as 2nd alternate if she could not serve. Les Palmer agreed to make the necessary phone calls.

Hospitality:

- Mary Alice provided an update on hospitality and asked what we feel we do well.
- Carole Boyle spoke about the new Connect at Calvary class and new members sharing that they had good experiences. Carole suggested being intentional about going to members and asking them to notice new people in worship.
- Ed Davis spoke of having an intentional time during the service to greet new people at two churches they were a part of previously.
- Randall Bradley stated that he made a suggestion at staff meeting about asking new people to hang out and stay after worship to be greeted. He said often new people quickly leave after worship service and this may help provide an opportunity to meet them and make sure they feel welcomed. He also stated that he feels we do a good job of meeting families with children and couples, but not as well with singles who visit.
- Mary Alice mentioned that she has noticed visitors come in through the side door and leave through there as well.
- Mallory Herridge made a suggestion of creating zones and designating zones to members. She felt she would be more likely to be sure to greet new people if she knew she was responsible for a certain area in the sanctuary.
- Randall Bradley also stated that he felt this should be lay lead because the stakes are higher for staff members. He gave an example of a staff member introducing themselves to someone who had been visiting for 6 months. He also spoke of the delicate balance and acknowledged that some people want to remain anonymous when they visit a church for whatever reason. He stated that this is part of the reason why there hasn't been an intentional time of greeting new people at Calvary in the past.

Closing Prayer: (Jan Purdy)

Next Meeting: Sunday, October 8, 12:15 p.m.