

# AGENDA

## AUMC Leadership Board Meeting

02/03/26 @ 6:00pm

**Attendees:**

Adrienne Behmer, Charlie Busenhart, Carol Chaney, Susan Daniel, Dave Dierzbicki, Wayne Garver, Kay Kovac, Cara McGuire, Keith Morgan, Kristen Tegerdine, Daniel Shanks, Dave Shuey

**Absent:**

**Agenda Outline**

<b>Opening &amp; Prayer</b>	Pastor Daniel
<b>Review previous minutes / business</b>	Cara McGuire
<b>Vital Signs</b>	Pastor Daniel
<b>New Business</b>	Cara McGuire
<ul style="list-style-type: none"> <li>● Pastoral Check-in / Updates</li> <li>● Staff updates</li> <li>● Action Committee Updates</li> <li>● Ministry Partner Updates</li> <li>● Calendar review</li> <li>● Building and maintenance</li> <li>● Budget Review</li> </ul>	
<b>Open forum</b>	
<b>Closing &amp; Prayer</b>	Pastor Daniel

**Previous Minutes / Business**

**Details:**

- **Vital Signs:** Christmas services well attended; staff gifts distributed from Pastoral fund.
- **New Business:** Presented by Cara McGuire
- **Action Committees:**
  - Short Term Budget Planning and Long Range Planning groups formed; committee memberships confirmed and pending.
  - Shelter the Flock fundraising at ~\$185,000; decision on campaign end deferred.
  - Outreach and Growth committee to remain separate.
  - Action items: Meetings to be scheduled for both Long Range and Short Term Budget planning groups.
- **Ministry Partners:**
  - Care & Learn facing funding delays; 43 children enrolled, 15 subsidized; board offered support.
- **Calendar Review:** Parsonage inspection due in March.
- **Building & Maintenance:**
  - Roof repairs complete; gym heat and roof leaks

	<ul style="list-style-type: none"> <li>○ need attention.</li> <li>○ Playground repairs scheduled; work order process to be reviewed.</li> <li>● <b>Charge Conference:</b> SPR Leadership training on Jan 22; Cara McGuire to attend virtually.</li> <li>● <b>Budget Review:</b> <ul style="list-style-type: none"> <li>○ General fund balance \$67,859.74; \$14,000 in bills for January.</li> <li>○ Discussion on pledge info for 2025/2026; audit and memorial fund management to be clarified.</li> </ul> </li> </ul>	
Notes:	●	
Action Items:	Motion to approve minutes Kristen Tegerdine, 2 <sup>nd</sup> Charlie Busenhart All members present at the meeting. Guest Jeff Brandon, Steve McLean	Responsible/Deadline

<b>Vital Signs</b>		
Notes:	<ul style="list-style-type: none"> <li>● Holding steady between in person and online.</li> <li>● New member Christina (transferred from a Lutheran church) welcomed recently</li> </ul>	Daniel Shanks

<b>Pastoral Check-In / Updates</b>		
Details:	<ul style="list-style-type: none"> <li>● Weekly Time off and Sabbath</li> <li>● Continuing Education</li> <li>● Spiritual Retreat</li> </ul>	
Notes:	<ul style="list-style-type: none"> <li>● Dan taking off in March</li> <li>● Looking into doing a Continuing Ed course later this year.</li> </ul>	
Action Items:	●	Responsible/Deadline

<b>Staff Updates</b>		
Details:	● Staff is all doing well overall	
Notes:	● Liz supporting mission admin work (warming center) at Grace UMC and Centenary	
Action Items:	<ul style="list-style-type: none"> <li>● Prayers for Phil and his family – Mom in Hospice</li> <li>● Loretta has a wedding coming up.</li> </ul>	Responsible/Deadline

<b>Action Committee Updates</b>		
Details:	<ul style="list-style-type: none"> <li>● Long Range Planning Committee met 1/11/26, next meeting scheduled for 2/11 <ul style="list-style-type: none"> <li>○ Discussion around options for future and discovery work to be done by committee in the</li> </ul> </li> </ul>	

	<p>coming months</p> <ul style="list-style-type: none"> <li>• Short Range Budget Committee update</li> </ul>	
Notes:	<ul style="list-style-type: none"> <li>• Cara presented the meeting notes for the long range planning action committee. We won't present anything to the congregation till June when we have a plan.</li> <li>• Short Range Budget -Dave is still gathering information and then will call the group together.</li> <li>• No reports from other Action Committees</li> </ul>	
Action Items	<ul style="list-style-type: none"> <li>•</li> </ul>	Responsible/Deadline
<b>Action Committees &amp; Board Liaisons</b>	<ul style="list-style-type: none"> <li>• Financial - Dave Shuey, Keith Morgan</li> <li>• Building - Wayne Garver, Dave Shuey</li> <li>• Fundraising and Giving – Keith Morgan, Kay Kovac Kathy Luther</li> <li>• Mission/Ministry Partners – Adrienne Behmer, Carol Chaney</li> <li>• SPR/HR Policies &amp; Procedures - Cara McGuire, Adrienne Behmer</li> <li>• Outreach and Growth – Sue Daniel, Dave Dierzbicki</li> </ul>	

### Ministry Partner Updates

Details:	<ul style="list-style-type: none"> <li>• Care &amp; Learn <ul style="list-style-type: none"> <li>◦ Update on funding and changes</li> </ul> </li> <li>• Youth in Need <ul style="list-style-type: none"> <li>◦ Discussion in Feb about space usage</li> </ul> </li> <li>• Sleep in Heavenly Peace <ul style="list-style-type: none"> <li>◦ Space renewal in process</li> </ul> </li> </ul>	
Notes:	<ul style="list-style-type: none"> <li>• Care and Learn received state funding. They had some generous donations to carry them through the gap. They have closed the kitchen and let 4 teachers go. Playground repairs have been made.</li> <li>• Youth in Need is moving some of it's employees to Spanish Lake. Arlington will have counselors. Daniel will meet with them and find out how things are going and if they need anything. He will also ask them if they want the extra room that has become available in their area.</li> <li>• Sleep in Heavenly Peace -Cara will get with Steve this week and get the new rental agreement. Needs to be done by 3/1/26.</li> <li>• Dan and Liz learned that the boy scouts are not meeting in the building. He has asked Liz to follow up with the leader to find out for sure if they will not be meeting since they have keys to the building and things stored on our grounds. Dan not sure if they are going to combine with another group or meet somewhere else.</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>•</li> </ul>	

### Calendar Review

Details:	<ul style="list-style-type: none"> <li>• Ash Wednesday Feb 18, starting Lent</li> <li>• Link to Google Calendar <a href="#">here</a> (will provide access on request)</li> </ul>	
Notes:	<ul style="list-style-type: none"> <li>• Dan invited the board members to attend the service.</li> <li>• Good Friday will be at Mt Zion. It will be a joint service between Arlington, Mt Zion and Harmony.</li> <li>• Easter Egg hunt will be Saturday before Easter</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>•</li> </ul>	Responsible/Deadline

### Building & Maintenance

Details:	<ul style="list-style-type: none"> <li>• Insurance premium discussion in process, review of options from current company</li> <li>• Printer is not working well, exploring options starting with a service call at \$200</li> </ul>	
Notes:	<ul style="list-style-type: none"> <li>• Bid was passed out that Liz received from Lutheran Trust. Several options given showing if we removed a part of our plan how much it would affect our total cost. Keith suggested that Peter Albrecht be asked to look at this document. Keith wants to know what coverage we would have left if we did option #7 on the sheet. Dave Shuey will contact Peter and get a discussion set.</li> <li>• Printer repairman has been called and the charge will start at \$200. Then they will see what he says but we may need to get a new printer.</li> <li>• Misc repairs completed by Wayne and Jeff Brandon, still need 4 CO detectors replaced.</li> <li>• Dave asked about the AC unit and Welsch. Dan reported they will replace at cost. It's the unit the cools Great Hall area but plan to hold off on this for now.</li> <li>• Indoor workday Feb 21. Dave and Wayne are meeting with Loretta to talk about what needs to be done and take over planning the event.</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>•</li> </ul>	Responsible/Deadline

### Charge Conference / Board Business

Details:	<ul style="list-style-type: none"> <li>• Year End Reports in progress and tracking to due date</li> <li>• Parsonage Inspection Due 3/1/26</li> </ul>	
Notes:	<ul style="list-style-type: none"> <li>• Year end reports are done.</li> <li>• Wayne will get with Daniel and do the inspection of the parsonage. They will bring any concerns to Cara.</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>•</li> </ul>	Responsible/Deadline

Budget Review		
Details:	<ul style="list-style-type: none"> <li>● Statement of Activities Review</li> </ul>	<a href="#">Board Budget Folder</a>
Notes:	<ul style="list-style-type: none"> <li>●</li> </ul>	
Action Items:	<ul style="list-style-type: none"> <li>● Budget – Statement of Activities <ul style="list-style-type: none"> <li>○ Balance General Fund \$64,000 – inflated This balance doesn't reflect 2 outstanding checks of \$13,000 that have gone out.</li> <li>○ Memorials - \$22,000</li> <li>○ Designated Funds - \$6000</li> <li>○ Youth \$25,000</li> </ul> </li> <li>● Discussion about what the funds could be used for, such as designated memorials couldn't be used to pay bills only toward whatever the person asked the funds to be applied to.</li> <li>● We have completely paid off VanStar for the roof.</li> <li>● \$5025 for the mortgage on the statement of activities reflects the new mortgage rate.</li> <li>● Keith proposed that we look at the finances 2 mths back to get a better picture of the budget. After more discussion he suggested at least 1 mth back. Dan, Keith and Liz will get together and find out what they do. Cara suggested trying to find out what Realm can do as far as other types of reports than the ones we have been receiving.</li> <li>● Shelter the Flock Fundraiser wrap-up discussion <ul style="list-style-type: none"> <li>○ Discussion about closing out campaign as of March 1</li> <li>○ Board recommends sending letters to the congregation and to Jim Achurch with thanks for the successful completion of this important work – church staff to facilitate and reach out if support is needed</li> <li>○ Daniel will talk with staff about planning a Shelter the Flock Celebration like how we did with the Cool Beans campaign.</li> </ul> </li> </ul>	Responsible/Deadline

Motion made to adjourn meeting by Carol Chaney  
Meeting ended at 7:09 pm  
Next meeting Tuesday, March 3, 6pm

Minutes taken by Sue Daniel 2/3/26