

Minutes from Coordinating Meeting  
May 2, 2024

Deacon	Attend	Deacon	Attend
Ellison, Russ	P	Wiersma, Dave	P
Lancaster, Mark	V	Wilson, Ron	P
Moberg, Steve	P		
Ex Officio:		Guests:	
Morefield, Michael	A		

V is Virtual/Zoom

- Opening Prayer at 6:29 pm by Dave.

Administrative:

- Approval of April Minutes — Moved by Russ, second by Ron. Approved.

Personnel Matters:

- Dave requested that the team enter executive session to discuss a number of personnel matters. Moved by Ron, seconded by Russ. Executive session entered at 6:32 PM.
- Motion to exit executive session made by Ron, seconded by Russ. Executive session exited at 6:59 PM.

Old Business

- Ron reported on some findings of the Audit Team.
  - Pastor bonuses funded by an anonymous donor showed up on the employees' W-2s. But as non-budgeted items, they should have been approved by the Session. These were not.
  - With the changes in leadership of the Youth and Children's ministries, Ron suggested now is a good time to review our safety policy and procedures to make sure we are appropriately protecting our young people.

New Business

- Dave expressed a desire to update the church's employee handbook. He has a couple sample handbooks he will distribute to the team. It will be a big job, but he hopes to have the updates completed by the end of the year.
- Ron reported on a conversation he had with a staff member who expressed concerns about the future of the youth program with Caleb's departure, and difficulties getting volunteers to fill in when staff members take time off.

Adjournment:

- Dave moved and Russ seconded. Approved. Meeting adjourned at 7:42 pm.
- Ron closed the meeting with prayer.

Next meeting:

- June 6, 2024 @6:30 pm

Respectfully submitted,

Steve Moberg  
Clerk