

Minutes from the New Hope Family Church Council Meeting September 8, 2014

Submitted By Jim Stephens

Council Attendees: Chairperson Joanne Parrish, Pastor Miilhan Stephens, Council members: Jim Stephens, Debra Gertz, Shio Rochini, Beverly Berndt, and Miken Jenkins.

Prayer to Open: Beverly Berndt

September 18th Banquet for 40-Year Members of HSA:

The contact person is Doug Burton. All members who have been in the church 40 years or more will be honored with a certificate. Names need to be submitted to Doug or Keiko Burton. All members from the District are invited to attend the banquet. The cost is approximately \$15 for the buffet. Each person pays on their own. Members need to RSVP that they are coming so plans can be made with the restaurant.

Melford Learning Center:

Dumpster for garbage and bins for recycling.

The leasing company does not provide trash or recycling service so it is necessary that we get our own. It was decided that we will need at least a small dumpster for trash and maybe 2 bins for recycling. It was decided that we ask **Kyoko Betancourt**, our Bookkeeper, to contact the necessary companies and set that up. **Jim Stephens** volunteered to check with his contacts from work to get some details to help Kyoko.

Checklist BEFORE Leaving At the End of Events

We discussed a draft of the “**Checklist BEFORE Leaving at the End of Events**” for those who run events at the Melford Center. We went over the checklist and discussed most of the items. We also discussed the best process for having the event organizers understand the Checklist and use it. It was decided that a copy would be available at the Learning Center and also be provided to all event organizers when they confirm their reservation online. **Pastor Miilhan** will arrange that. **Shio Roshini** volunteered to edit the list by rearranging the items into an order that reflects the highest of the priorities to the lowest.

NOTE: It should be noted that Council members stayed around after the meeting and spent time cleaning the Learning Center and taking all the trash in bags to **Miken's** car to be disposed of. They learned firsthand the need for a tradition of ownership of the Melford Center by its users and the need for someone to empty the garbage.

Job Description: Learning Center Manager

We discussed a revised Job Description for Learning Center Manager. It was decided that **Pastor Miilhan** would try to find 4 to 8 families that are local to Melford to take turns each week to come in and manage the Learning Center. We decided to not spend money on hiring a manager at this time.

Budget/Finances for Melford

The council would like to see exactly what all the expenses have been for the Melford Center. **Joanne** will ask **Kyoko Betancourt** for an itemized, detailed report by our next meeting. We need to have a clear idea of what expenses need to be budgeted for Melford.

Band Room Dedicated

The last room on the right at the Melford Center has been officially designated the “Band Room”. A plaque or other sign will be created. This will allow the Sunday Music Ministry a place of their own to keep their equipment and hold regular practices.

Financial Issues:

Quarterly Report

We discussed the distribution of the last Quarterly Financial Report and decided that future reports would be posted online at our website (www.ucmd.org) **Pastor Miilhan** will create a password protected area of the website for members only where the financial report will be posted.

Monthly Financial Reports to the Council

The Council decided to work with **Kyoko Betancourt** in order to get monthly income and expense reports to discuss at Council meetings. The exact format will be worked on so that we can feel confident that we are exercising the Council’s financial responsibility.

Financial Oversight Team

Miken is working to organize a Financial Oversight Team to support the Council, the Pastor, and the goals of the community. He proposed a number of tasks for the Team to work on. After discussion, it was decided that the Team would work them out in their first meeting and report back to the council.

Tithing

We again discussed tithing and the need to place more emphasis on it. Various ideas were proposed from knowledge of what other churches do. **Pastor Miilhan** agreed to provide the Council a report with a demographics overview of our community tithing with these types of categories: (1) Older 2nd Gen. tithing, (2) Tithing by age, (3) Tithing by geographic locations.

Employee Activities Reports

Monthly Activities Reports from all employees for the month of August were looked over. The Council felt that the current forms being submitted were not getting the key information that the Council wanted to see. **Jim Stephens** volunteered to draft a new template for the reports that could be discussed at the next meeting.

Next Council Meeting will be Sunday September 21st, 7:00 pm at the Melford Center.

Prayer to close: Pastor Miilhan