

February 19, 2017 Disciples Christian Church Cabinet Meeting

Present: Larry Cowan, Kay Bjornen, Lynne Shaw Tim Collins, Kevin and Cindy Bennett, Dee Lind, Pat and Joe Brown, Kari-Anne Grant

1. Lynne showed the members how to access the Minutes on “dccbville.org”. Tim mentioned that he would also like to see the handouts on the website. Lynne asked him for a digital copy of his information. (Note: The official Minutes are in the Secretary’s Book.)
2. Tim reported that the computer using QuickBooks is down. It is a used machine from First Christian. He will probably ask the Board for a replacement with an estimated cost of \$500.
3. Larry led us in a prayer.
4. Dee said that Education is working with Fellowship on Palm Sunday and an Easter picnic. They are planning a Spring Cleaning event, probably March 11th or 25th, to go along with Lent.
5. Karrie-Anne reported that Lisa Davidson spoke to the Youth; Bowl for Kid’s Sake occurred; and a Spaghetti Dinner is being planned to raise funds to go to the General Assembly July, 8th-12th. Kelley said that the Youth will be involved in the Ash Wednesday Service.
6. Kevin, reporting for Laurie Collins, said that he is pleased with the direction of worship and excited about the Lenten Services.
7. Larry mentioned a concern about people dipping their fingers into the juice during intinction. He mentioned that Methodists have a person with known clean hands or plastic gloves give Communion so this does not occur. Since another method is offered, the concept was dropped.
8. Cindy said that Fellowship will be helping with the Cuban Social. The time has been incorrectly reported and should be 6:00. When an error is made, it is likely to occur in several places (Bulletin, Disciplegram, Calendar). Kelley will make sure the change is made. Pat is willing to organize rides to the event. Joe was interested in using the Robocall.
9. The MAE Team, especially Kevin and Kelley, are involved in updating the Website. Joe showed examples of signs that could be used to designate the different areas in the Church.
10. A. Tim reviewed the Budget. Earlier a \$206,000 Budget was approved but Education needs to be updated to \$2500 and the Board needs to fund money for the General Assembly and a new computer in order to be able to use Quickbooks.
B. There will be a new coding method for checks. Each request should have the specific billing code from which money is to be drawn, the authorized signature and coding about the percent allocated to “Hospitality”, “Spiritual Growth”, and “Justice/Service”. The purpose is to be constantly thinking about our core values. The summary information will be used in the fall stewardship and budgeting processes. Kelley and Lori will keep track of their time spent on these core values. Figures may be estimates. Kay would like the Cabinet to sort out the procedure before fully introducing the concept.
11. Lynne reported that Travelers will be reimbursing us about \$1000 in early March for over-payments due to incorrectly having Kevin as an employee endorsement. She will look into possible further rebates. Tim said that money will be coded as income. Lynne suggested that it be used for two new computers.
12. Joe reported that Building and Grounds has cleaned out the scout storage area. William Shifflet will be discussing an Eagle Scout Project regarding upgrading the NE corner of the Church property in order to make it more attractive and useful.
13. Larry said that a letter from Mary Helen Buttman reported that \$200 was raised during the Super Bowl event that will be matched by Conoco Phillips. April 30th, the fifth Sunday of the month, is an Outreach Sunday. Bags will be packed for Agape.

14. Becky Johnson is the new Chair of Elders.
15. Kelley and Pat reported for Membercare. Kelley will be sending out birthday cards. The Elders will continue to visit the homebound and Pat will keep track of who needs meals and volunteers to provide them. The Membercare Commission will be addressed in the upcoming constitutional review.
16. Larry reported on members who have volunteered to serve on the various commissions: Carol Smith on Outreach, Cynthia Naylor on Education, Ed Smith on Building and Grounds, Pat Brown on Fellowship and Marit Grant on Worship and Outreach.
17. Kay will develop a time line so that the Stewardship Drive, Budget Process and next year's Board will be completed by October 8th. A day of celebration, worship, communication and fellowship is planned. The budget and new officers' information should be ready two weeks before this. The purpose of this schedule is to allow a focused participation in Advent and Christmas.
18. Kelley reported that she has visited the homebound, Tallgrass, Pat Riley (our new member), the Ministers' Association, the Transportation Commission, done a funeral and conducted worship four times since her arrival. She also attended a "New Reformation" workshop at Phillips University.
19. **Kay announced that next Board Meeting is not scheduled yet. The Next Cabinet Meeting will be on March 26th. This is a change from the normal date due to Spring Break.**
20. Larry mentioned that he and Kevin Bjornen are both on the Family Promise Board and the number of participating churches is increasing. It is close to starting again.
21. The meeting was closed with prayer.

Respectfully submitted,

Lynne Shaw, Recording Secretary