

## Central Board Meeting, Wednesday October 18, 2023

Present: Dale Earl, Jack Terrill, Lauren Noonan, Peggie Morris, Nancy Koch, Peg Round, Joyce Moser, and Doug Marquart.

Lauren offered an opening prayer at 7:00pm.

**Minutes of 16 August 2023 CB Meeting** were moved for approval by Jack, second from Lauren, and unanimously approved. September's meeting was canceled due to many CB members traveling or otherwise having conflicts, and therefore we did not have a quorum.

**Search Team report/discussion** – Lauren reported that a candidate from Quincy had accepted another offer before we could make a formal offer. The Search Team interviewed another candidate earlier this week, and intended to make an offer Monday 10/23 or sooner, pending details to be worked out later. The candidate resides in Middlesex County, has a good understanding of legacy church needs, and has previously worked three-quarter time positions. He would have to formally give notice and close out his current limited term position by early January 2024.

**Pulpit Supply/Bridge Pastor** – Dale shared that we have a pulpit supply for 10/29, when Judy Arnold is not available. Given the Search Team news above, Dale will contact Judy about extending her time with us through early January. The CB came to consensus that we'd like to host a regular Sunday Service on December 24 at 9:30am and our traditional Family Christmas Eve Service at 4:00pm as well. There would be no service Dec 25 or Dec 31. Given that holiday times can be stressful for families that may have lost members or be estranged, it was agreed Dale would confirm with Judy her availability for pastoral care, and make mention of the offer via weekly e-News and Spire, once confirmed.

- Jack moved: **CB to offer \$35/hour for pastoral care reimbursement as needed.** Peg Round 2<sup>nd</sup>. Passed unanimously. Dale to touch base with Judy to work through details.

Dale will also follow up with Marshunda about the music schedule through year end, and work with Judy, Marshunda and the staff to find a time for a staff meeting to coordinate efforts.

**Legacy Team Update - Jack:** The Legacy Team has provided final comments on the revised Lifebridge LOI. Most of our inputs were accepted by Lifebridge and their legal counsel, and we expect the final minor updates will be as well. The LT also reviewed the draft 8A document, with a few final clarifications, which is nearly ready to be submitted to the AG's office. The LT will meet with our lawyers Friday Oct 20 and hopefully finalize these documents, whereupon with Lifebridge approval, Jack will sign on behalf of Second Church. The 8A with the LOI as an attachment would then be submitted to the AG's Office before year end.

**Finance** – Jack and Doug drafted a Stewardship letter and support request, which is ready to go, requesting pledges for 2024 be returned by 11/5. Dale will confirm with Mary Jane dates the letter will get mailed, and send a copy to Judy Arnold for her awareness, to perhaps tie in with her sermon on Stewardship. The FT will put together a draft 2024 budget in early/mid-November. We do need to continue to approve annual budgets to authorize the SCC Treasurer to pay bills.

**Worship Team** - Nancy shared that she'll be helping with details in church for Christmas. Ruth Moran will be lead Deacon for December, and Peg for January. Nancy also volunteered to bring baked goods and help with coffee Sunday. No other help needs received from Suzanne Monroe at this time.

**Property Team** – Jack met with Pam Heinz from North Shore Christian School. They have identified a building in Topsfield and a letter of intent to purchase next year. Given building modifications needed

and the complexity of moving an entire school campus, she inquired about extending their time at Second Church beyond the 31 July 2024 date we gave them via written notice to 31 December 2024. The CB agreed it would be good to work with our long term lessee, and assuming it does not impact Lifebridge's tentative plans for the building, we would revise our notice date. Jack advised Pam that NSCS needs to put the specific request in writing, and in the meantime, he'll contact Jason Etheridge at Lifebridge to get their input.

There was also discussion about the number of lights being left on when people leave for the day. We will remind Family Promise and Brad (custodian) of the need to turn out all lights and be mindful of our utility costs.

**Mission/Social Action** – Dale Earl shared that the Legacy Team and Mission/Social Action Team had overlapping discussions as we reviewed the designated Mission Fund as part of our invested funds vs the Mission donations designated from annual pledges. The Mission/Social Action Team are to bring forward their priorities for gifts from the invested funds, and within existing policies, share how they plan to proceed. Provided the plans comply, no further action needed by the Central Board.

**Tech Team** (Dale): We are still looking for someone to replace Claire and do the live broadcast via Zoom and recording for FB and BevCam broadcast. After discussion, the consensus was to offer \$20/hr and expand the search beyond students to include adults in the search.

The meeting was adjourned at 8:03pm. The next Central Board meeting will be held on Wednesday November 15<sup>th</sup> at 7:00 pm.