

**Saint Matthew
Congregation Council Agenda
Council Retreat
August 18, 2018**

Time	Agenda Item	Presenter
	Call to Order	Art
2:00 PM?	Agenda Approval	Art/Sherry
0 min	Prayer, Devotions and Welcome (Placeholder)	
	Consent Agenda	
	• Approval of Minutes June 17, 2018	Sherry
	Financial Review	
	• Financial Review: <ul style="list-style-type: none"> ○ Approval of July 2018 YTD Financial Report 	Bill
	Unfinished Business	
2:15 PM	• Lead Pastor Update (Placeholder) • Update on Director of Worship and Music	Pastor Andy
2:30 PM	• Interim Pastor Update (Placeholder) • Update on staff evaluation process • Update on Family Time	Pastors Tim
0 min	• Action Item Review (Placeholder)	N/A
	New Business	
2:45 PM	• HR Actions: Executive Committee Update: <ul style="list-style-type: none"> ○ Children's Director part time? Restructure Children/Youth Ministry? Pastors Tim and Andy to present proposal at September Council. ○ Music Director full time? TBD ○ Each position to contribute to benefits? HR Action item. ○ Love gift? 	Pastor Tim
5 min	• Nominating Committee Starts work: Update	Art
0 min	Executive Session (Placeholder)	
0 min	Adjourn	
	Pray for one another (Prayer Circle)	

Time Keeper: Dave Rower

Information/Key Dates:

- Meet and Greet – Sunday, September 2, 2018: Karen and Sherry
- Executive Committee Meeting – Sunday, September 9, 2018 after 10:30 Service, Upper Room
- Council Meeting – Tuesday, September 18, 7 PM, Green Room
- Agenda Items due to Art – Friday, September 14, 2018

Future Agenda/Action Topics

Council Calendar 60 Day Look Ahead (Placeholder)

- August 2018 – Nominating Committee starts work
- September/October 2018 – Ministry Plan Update: Pastor Tim
- September 2018 - Set separate time for quarterly off ramp budget review

**Saint Matthew
Congregation Council Agenda
Council Retreat
August 18, 2018**

- September 2018 – Set date for Family Time
- September 2018, - Annual Yearbook Start
- October 2018 – Family Time
- October 2018 - Set separate time for financial review
- October 2018 - Observe, Evaluate and Recommend all aspects of Worship, Pastor Tim
- October/November: Executive Session – Council Evaluation of Pastors
- December 2018 - Set separate time for quarterly off ramp budget review
- December 2018 – Set date for Family Time
- January 2019 – Family Time

Action Items:

Date Open	Description	Assigned to	Due Date	Status
3/20/2018	Internal review - create a financial review team comprised of CPA and accountants of the congregation. Approved by Council 3/20/2018	Bill/Gary	TBD	Establish Team
4/17/2018	Observe, evaluate and recommend all aspects of Worship – Council	Pastor Tim	10/2018	
5/15/2018	Start Transition Team with 5 to 7 people who are not on Council	Pastor Tim	8/2018	Establish Team
6/19/18	Council to look at a continuing resolution for an internal review. Frequency of the review to be determined	Bill/Gary	TBD	
7//8/ 2018 Exec. Meeting	Update on staff evaluations	Pastor Tim	8/21/2018 Council Meeting	Pastor Tim
7/17/2018	Council would like clarification on how all scholarship amounts are determined and process being used.	Mark Hearn	September 2018	

**Saint Matthew
Congregation Council Minutes
Council Retreat
August 18, 2018**

Members Present: Pastor Andy Smith, Pastor Tim Phillips, Art Fabsits, Gail Dutcher, Bill Stark, Karen Ball, Mark Hearn, Gary Klintworth, Donna Noonan, David Rower, Sherry Whitmarsh

Members Absent: Joanna Aragon, Therese Long

Art Fabsits called the meeting to order at 2:06 p.m.

Minutes to July stand approved as sent.

Financial Review

Consistently income is 7% under budget, which continues our deficit spend. Solar panel installation has reduced PG&E \$10,000.

M/S/C David Rower/Gary Klintworth to accept financial report.

Vote – 11 yes, 0 – no

Pastor Andy Report

Fall Sermon Series is Choosing Life with a fresh look at the Ten Commandments. It will be looked at via a contemporary lens.

Director of Worship and Arts Committee: The team has met three times. The committee met with those who voiced to be on the committee but were not chosen. The position description will be brought to council within the next few months.

Discover Saint Matthew – six families will be attending.

Fall Staff Overnight Retreat – Pastor Tim Keller speaking on Abundant Life Christian Fellowship. Some are concerned about his preaching as he does not believe in women’s pastoral leadership in church.

Next Steps will kick off soon.

Pastor Andy has been asked to be volunteer chaplain of Walnut Creek Police Department.

Pastor Tim

If Saint Matthew is interested in getting a person for ministry in context, there is paperwork that needs to be completed. The position is six – eight hours per week.

There was a security concern because of a homeless person in service who had disrupted the sermon. Those sitting around him felt concerned. It’s important for people in church to know what to do. He came back two weeks later.

**Saint Matthew
Congregation Council Minutes
Council Retreat
August 18, 2018**

New Business

Pastor Tim and Pastor Andy will make recommendations for moving staffing forward and HR committee will review the benefits.

Nominating committee will start looking for council person.

Meeting adjourned at 2:52 p.m.

Respectfully submitted,

Sherry Whitmarsh