

Leadership Board Meeting – February 10<sup>th</sup>, 2026 – 6:30pm

Attending members : Kathy Barb, Chuck Jackson, Brenda Newport, Whitney Hair, Zach Creel, Clay Brisbois

Kathy Called the meeting to order at 6:30pm.

Zach opened in a word of prayer.

### Spiritual Formation

Zach led the spiritual formation for about 10-15 minutes. The topic was on prayer and the power of prayer. Zach quoted Marilee Dunker who is an ambassador from World Vision for Children.

### Leadership Development

Clay led the leadership development. We continued discussing the Working Genius. Clay had built a power point breaking down all the board members strengths/energy and weaknesses/draining. We pointed out the board is full of many people that get energy from the same place. As well as have energy drained from the same things.

### Consent Calendar items

- Approval of Agenda

Kathy asked about the agenda and the minutes from our Jan. 21<sup>st</sup> meeting.

- The board discussed the revised banking resolution. It is almost complete and board members need to go to the bank and sign.

*Kathy called for a motion to approve the agenda and minutes from the Jan. 21<sup>st</sup> meeting. Chuck so moved. Brenda seconded. All were in favor.*

- Pastor's Report

Whitney went over the pastor's report.

*Kathy called for a to approve the consent calendar. Clay so moved. Zach seconded. All were in favor.*

## Strategic and planning work

- Leadership covenant

We discussed the leadership covenant.

*Kathy called for a motion to approve the Leadership covenant. Chuck so moved. Brenda seconded. All were favor.*

- Church Access

We then talked about church access and how many keys the church had given out. The church has given out many keys. We discussed if we should re-key all the outside doors under one key. Continued to discuss and came to the conclusion all the keys the church has is a lot. We would like to re-key the doors but are not sure how much it would cost and not sure if we could re-key the sanctuary/old church doors. I agreed to ask Tim about it. He has the tools and some knowledge on keys and locks.

- Financial Reports

We had an example copy of the financial report from 2025. Whitney then gave the admin board a crash course in how to read the financial reports. Few questions were asked. We continued to talk about the current income statement.

- Addition of consent calendar item

*Kathy presented a request to approve three fundraisers by the United Women in Faith. One fundraiser for Father's Day, one for Mother's Day and one for Easter lilies. Clay moved that the fundraisers be approved, Brenda seconded, all were in favor.*

## Fiduciary Work

- Credit Card Exploration

Brenda then talked about the church credit cards and how the church has a lot of credit cards. The board came to the conclusion it needed to narrow the amount of cards down to 2-3.

- Positive Pay

We continued to discuss positive pay, which is a system that the bank made the church do after two checks were forged and tried to get cashed. This was almost 8 months ago. No other issues have occurred since then. In general the board discussed ways we could stop the positive pay system. It costs a lot and is a big hassle. Brenda reluctantly agreed to approve checks that

Jennifer did not get too. Brenda would ask the bank about positive pay next time she met with a representative.

- Incorporation

The church talked about incorporation. The board agreed that it would be a good idea to incorporate just in case the church or a board member was ever sued. The board will continue to work toward getting incorporated.

## Missional Accountability Work

- Hospitality

The Board discussed a few ways to increase our hospitality to guests. The board will be gifted a few “Sensory packs” to help people that have issues with touch, feel and sound. The board would like to get the building up to par and make it more inviting. We are looking at March 14<sup>th</sup> as a church workday. We came up with a few ideas on what we can do to improve the curb appeal.

## Pressing issues/problem solving

- Cemetery update
- Exploration of a caretaker

The cemetery is trying to become independent from the State of Georgia. We are looking to have a meeting w/ the cemetery board in order to update our records on existing plots that are still available. We discussed reaching out to Ricky Minter in order to update our records.

Chuck said he had someone in mind he would be talking to as a possible candidate for the church’s unfilled caretaker position.

- Financial Secretary

The church still has a gap in the financial secretary position. The board brainstormed ideas/people that could possibly fill that role.

- 5<sup>th</sup> Sunday

March has a fifth Sunday. We discussed if we still planned on having a potluck . The board concluded we would go forward with the 5<sup>th</sup> Sunday potluck and start announcing it in church the beginning of March.

## Executive Session (SPRC)

- Minutes

*The motion was made to approve the SPRC minutes. Clay seconded. All were in favor.*

- Staff Goals The church staff will be submitting their 2026 goals and how they want to improve soon.

## Communication

- Townhall

The church/admin board will be having a townhall meeting on March 22<sup>nd</sup> after the 11am service. We planned what each board member would be talking about and the order we would go.

## Closing prayer

Zach closed us in prayer.

Meeting was adjourned at 8:50pm.

**Inman United Methodist Church  
Leadership Board's  
Consent Calendar  
For February meeting  
On Tuesday, February 10, 2026**

## **Order of Consent Calendar**

Leadership Board Minutes from 1/20/2026

Electronic Voting Minutes on Banking Resolution from 2/1/2026

Pastor's Report

## **Minutes from Leadership Board Meeting**

*January 20, 2026*

**Leadership Board Members Present:** Kathy Barb, Clay Brisbois, Chuck Jackson, Brenda Neupert

**Others Present:** Rev. Whitney Hair, Nancy Allgood, Brad Wagner, Joni Janssen, Ed Hicks, Donna Stillwell

Kathy B. opened the meeting at 6:35pm

Prayer offered by Clay B.

With Zach Creel being absent from the meeting, Clay B. volunteered to be recording secretary for this meeting. This was approved. Clay took the minutes for the meeting.

Leadership Training on the Working Genius team productivity model facilitated by Clay Brisbois

- As part of the SAS governance model, board members rotate responsibilities for leadership training. This was the first of three sessions on the Working Genius, and we learned what the six Geniuses are and how they fit together in the process of getting work done. We also learned how understanding your Working Genius can free you of unnecessary guilt about the things you feel you are not good at, as well as guard against judgment of others when they are working out of their Frustrations instead of their Geniuses.

Consent Calendar

- Whitney presented two motions to amend the consent calendar:
  1. *Motion to amend consent calendar in two locations: on the table of contents, motion to correct the date for the Administrative Board minutes to 12/2/2025 instead of 12/1/2025*
  2. *Motion to amend Pastor's report, removing financial information section, as those numbers changed after the publishing of the consent calendar. An up to date End of Year Report is included later on in the meeting.*
- Brenda seconded the motion, and consent calendar amendments passed unanimously.

- Clay moved to discuss the Credit Card Exploration Resolution as a separate topic, Brenda seconded, and the motion passed unanimously.
- Clay moved to accept all items on the consent calendar besides the Credit Card Exploration Resolution, Chuck seconded, and the motion passed unanimously.

#### Credit Card Exploration Resolution

- Clay asked for a more detailed explanation of the business need for having a church credit card.
  - Currently, church members must use their own funds to purchase items for the church, with the exception of a church credit card used by Ed Roehm and Linda Wagner that is tied to Ed's personal credit.
  - There are several recurring expenses that require the use of a credit card (ex., Stamps.com, livestream), and some people do not have personal credit cards, which makes purchasing items for church needs difficult.
  - At this time, the board is not approving a church credit card, just the exploration of options.
- Clay moved to accept the Credit Card Exploration Resolution, Brenda seconded, and the motion passed unanimously.

#### Strategic and Planning Work

- Leadership Covenant
  - The Board reviewed the edits Clay made to the Leadership Covenant, and agreed that at two pages it was still too long. The board would like to keep it to one page so that it can be printed and displayed on the wall in the meeting room.
  - Clay committed to editing the Leadership Covenant some more and presenting the simplified version at the February Leadership Board meeting.
- Guiding Principles
  - The board needed to set dollar amounts of what the Facilities Maintenance team can spend without requiring pre-approval from the board to facilitate ministry.
  - The following amounts were proposed:
    - Anyone on the Facilities Maintenance team can spend up to \$50
    - The Facilities Maintenance Chair can approve and spend up to \$500

- The Chairman of the Trustees can approve and spend up to \$1000
  - Any expenditures over \$1,000 will require approval from the Trustees
- Clay moved to accept these spending limits, Brenda seconded, and the motion passed unanimously

#### Fiduciary Work

- Banking Resolution:
  - Brenda as the newly appointed Finance Committee Chair, Chuck as the newly appointed Chairman of the Trustees, and Zach Creel as the Secretary require access to church bank accounts to fulfill their fiduciary responsibilities. The access they need is stipulated in the Banking Resolution.
  - Clay moved to approve the resolution, Chuck seconded, and the motion passed unanimously.
- End of Year Financial Numbers
  - Whitney noted that some repairs were more than budgeted. Inman UMC also paid more apportionment than required in 2025, and the overage will be credited in 2026.
  - Clay moved to approve the end of year financial report (i.e., Balance Sheet and Income Statement), Brenda seconded, and the motion passed unanimously.

#### Missional Accountability Work

- Whitney received a mission trip request and will follow up with the requestor. She will only bring requests for board review if she has any reservations about them aligning with the church's mission statement.
- Clay shared an idea of having overnight mission trip team members send letters to friends and relatives outside of the church to raise awareness, request prayer, and raise supporting funds from outside the church budget. This is a common practice by many other churches.

#### Pressing Issues / Problem-solving

- Whitney shared that the church is having difficulty covering administrative needs (ex., Sunday morning counters, Financial Secretary), and some tasks are being dropped as

people stop doing them without communicating their desire to retire. Whitney is documenting these tasks as she becomes aware of them.

- Facilities Maintenance
  - Whitney shared that the biggest position we need to fill is Facilities Maintenance Chair.
  - Chuck shared that we will need to start paying for services if the congregation is not able or willing to do so.
  - Whitney encouraged the board to let people continue to serve where they have passion and joy.
  - Chuck will explore options to find someone the church can hire to perform facilities maintenance for 10-12 hours a week (2-3 hours a day).
  - Brad shared that some of these issues are related to outdated technology, and the church is investigating alternatives as we renew contracts (ex., get a cellular option on the fire alarm so we no longer require a land line).
- Other Topics or Issues
  - Chuck asked how the incorporation of the Cemetery as a separate entity is going.
    - Whitney informed the board that Nolan Harp is the primary contact. She also shared that church member Darlene passed away and wants to be buried there.
  - Chuck asked if the church is incorporated, and Whitney confirmed that it is not.
    - Chuck will try to talk with the district administrative assistant, Denise Wilson, to get recommendations about how necessary it might be and how we might do it.
- Non-board members were asked to leave the room for an executive session so the board can discuss sensitive Staff matters in Executive Session.

SPRC Session Occurred- See SPRC Minutes

Communication

- The secretary will be trained by Brad how to post the Leadership Board minutes to the church website, which requires some HTML coding.

- It was agreed our next quarterly town hall meeting will be held on Sunday, March 22, 2026 after the 11:00am Service.

Kathy noted that the meeting went longer than desired, and thanked the board for their commitment. She also thanked Whitney for all of the time required to prepare for this meeting, which was a significant undertaking.

Kathy closed the meeting in prayer, which concluded at 8:50pm.



## **Pastor's Report**

### **Worship Attendance in January:**

- January 4: 41 in person (7 online)
- January 11: 43 in person (7 online)
- January 18: 38 in person (7 online)
- January 25: 27 online (Inclement Weather- online only)

### **Visitors:**

- We've had one visitor attend services in the month of January (Drew invited a friend on 1/4)

### **EOY Reporting**

EOY Reporting has been submitted to the Conference on 1/27/2026.

### **Financial Reporting:**

Because of the 2/3 deadline for getting the Consent Calendar out, we could not close out January to have a finance report. Those are typically available the second week of the month.

Moving forward, this is roughly the schedule we'll have for Finance Reports:

March Meeting- We'll review January finances

April Meeting- We'll review February and March finances

May Meeting- We'll review April finances

June Meeting- We'll review May finances

### **Ministry Teams/Groups Updates:**

- UWIF- they have met and submitted dates to the office for their meetings & events throughout the 2026 calendar year.
- UMM- they have met and submitted dates to the office for their meetings & events throughout the 2026 calendar year
- Worship Team- Scheduled to meet on 2/8 to plan the Lenten Season.
- Youth Team- they have submitted dates for the Spring semester. Still working on scheduling a meeting.
- Outreach Team- We are working on coordinating a meeting with those interested on Sunday, February 15.
- Membership Care Team- We are scheduled to hold a training session on 2/24 at 6pm, aimed at equipping and empowering members to feel more comfortable doing hospital and hospice visitation. This training event began after there was a request from several members in 2025 who wanted to be able to do visitation with those critically ill but were unsure of how to do so. I will be leading this training session.
- ASP Team- I'll be reaching out to ASP leadership the second week of February to check on how the recruitment process is going. Following the steps of Mission Trip checklist, I will check to see our confirmed headcount before the church must pay individual deposits in March.
- UMCOR Team- A Mission Trip Application for a UMCOR Warehouse Trip to Decatur, AL was submitted in January and approved. I'm in communication with Deborah about their UMCOR trip on Tuesday, March 24- Friday, March 27, along with talking through scheduling upcoming trips.
- Music Team- Our music teams continue to lead us in worship on Sundays. Frank is currently working with the Praise Band in preparation for the 5<sup>th</sup> Sunday in March and the upcoming Car Show Concert at Minter Farm in March.
- Facilities Maintenance Team: This is an area that I hope to develop more in February and March, pending decisions from Leadership Board.
  - o We are scheduling a Church Workday, likely Saturday, March 14. At the moment, that day will be focused on working on projects to prepare the facilities for Holy Week and Easter

## **Worship Series**

- We will continue in our Hospitality Series “The Welcome Way” through Sunday, February 15.
- This Lenten Season (beginning on Ash Wednesday, 2/18), our theme is
  - “Wandering in the Wilderness”- At times in our lives, we find ourselves in wilderness, the sacred space between what was and what will be. It is the place where God shapes identity, deepens trust, and prepares God’s people for what comes next.
- In addition to our Lenten worship, I will be leading a Lenten Prayer group on Wednesday mornings at 9:30am. This will provide us a guided time of prayer, reflection, and listening for God’s guidance together. Focuses for the various weeks include:
  - Praying for the Individuals in the Congregation
  - Praying for the Ministries and Missions
  - Praying for Our Community
  - Praying for our Leadership and Direction as a Church
  - Praying for Unity and Healing (as individuals, a church, and our world)
  - Praying for Holy Week (and the visitors we will have on Easter)

## **Church Goals:**

1. Smooth Transition
  - a. I am continuing to offer support and empowerment to leadership board members, helping them grow into their roles as we are transitioning.
  - b. Follow Up with Banking Resolution:
    - i. On 1/28, both the bank and myself were provided with a comprehensive list of the church’s bank accounts, CDs, and safety deposit box which supplemented the information previously available to current leadership. Because there were discrepancies between this new information provided and the resolution the board submitted, the bank requested a revised version which had a complete list of accounts, CD's, and Safety Deposit Boxes.

- ii. As a result, we have prepared an updated resolution that reflects the board's current decisions and aligns with the information now on file with the bank. This resolution was voted on via email and approved 2/1/26.
    - 1. I dropped off the signed resolution (by Zach & Kathy) on 2/3/26 to Pam Davis, and she is actively working on updating the accounts.
  - c. Follow Up on Minutes:
    - i. Brad is working with Katie to train her on how to add minutes to the church website. Brad is having to create a webpage on the website to post the minutes, and then he'll train Katie on how to do uploads.
      - 1. Ideally, those will be posted by our meeting on 2/10. The long term plan is to keep minutes on the website for 1 year.
  - d. Working with Ministry Teams
    - i. As we are gearing up in February, I am working diligently to connect and organize the ministry teams. As seen above, there are several meetings happening this month, along with conversations.
2. Prepare for Welcome Guests
- a. Facilities Piece:
    - i. **Church Workday- March 14:** I am currently working on planning a Church-workday scheduled before Easter in order that we can "spruce" up our facilities before we welcome guests. This will likely be a day where we can focus on some of these hospitality goals, along with general clean up. Ideas for the day currently include
      - 1. Putting up any signage (there was talk of visitor parking, directional signs in the building, replacing signs on individual bathrooms in staff hallway, trimming shrubs, etc)
        - a. Any of these items we will need to order far enough ahead to receive before March 14.

**Continuing Education:**

I participated in a Training on Suicide Prevention, specifically for pastors and faith leaders, on Monday, February 2, in order to be better equipped for those conversations when they arise.

I also am continuing in my monthly clergy cohort on exploring worship & visual arts. I will be integrating several artistic elements into our Lenten worship this year. These will include a visual piece introduced during the season and a participatory, hands-on practice connected to our Ash Wednesday service. The artistic elements introduced in Lent will continue to shape and inform our worship through Holy Week and Easter. This cohort will meet on Thursday, February 26 in Duluth.

As for the Bishop's Thriving Leadership Initiative, I will be meeting on Saturday, February 21 for our session in Duluth on Adaptive Leadership.