

BUMC Transition Task Force

Meeting Minutes

Wednesday, March 5, 2008

Present: Cathy Buttolph, Jeff Hastings, Janet Kleckner, Marc Vincent, Kathy Decker, Bob Lundholm, Alan Scheufler, Betsy Wooster, Lisa Drew, Karen Oehl, Bob Jaite, Mary Kotnik, Stacy Parker

Sorely Missed: Joy McGuire, Carol Wilson, Jeanine Telischak, Don Krolikowski

Next meeting: Wednesday, April 2, 7:30 p.m., Location TBA

I. Call to Order/Opening Prayer

Pastor Karen Oehl opened the meeting at 7:35 p.m. with prayer.

II. Approval of Minutes

The minutes from our January meeting were reviewed and approved as written.

III. Report on Presentation to Council on Ministries

Janet Kleckner reviewed the March 3 Council on Ministries meeting unanimous voice vote approving the task force recommendations, subject to further investigating a couple of the points in the document as follows:

- 1) Hospitality Team needs to be better defined.
- 2) That COE will handle the legalities/logistics of some parents' absence from the building during the Sunday school hour.
- 3) Parking issues:
 - A) left turn onto Stadium Drive when heading north on Route 21.
 - B) Potential cross walk from our parking lot across Rt. 21
- 4) Who will make the coffee?

Janet Kleckner asked the committee chairs present at March 3rd's COM meeting to bring any further concerns or questions that come up from their respective committees to the attention of TTF, ASAP.

IV. April Ad Board Discussion

Janet Kleckner recalled that she did report last Spring to Ad Board that this transition was going forward in the Fall of '08. She will present/revisit this with Ad Board again next month, April 2008. Alan Scheufler said he will make every effort to be present at the April 7 Ad Board meeting as well.

V. Discussion of COM Response

- A. Betsy Wooster, Marc Vincent and Kathy Decker reported COE will handle issues of parents and children during the SS hour next fall. We will have parents give emergency phone numbers that will be readily accessible to teachers, if the parents will not be in the building.
- B. parking:

- C. Jeff Hastings will call City Hall and discuss again the possibility of a left turn onto Stadium Drive on Sunday mornings only. Janet Kleckner suggested that Jeff be sure to have the City of Brecksville explain WHY we cannot do so, if they say no to our inquiry.
- D. Coffee: Evangelism will probably handle this. Stacy Parker thinks that this could be handled as people purchasing their coffee, as a fundraiser.

E. Hospitality Team Discussion:

Karen Oehl handed out a typed review of possible models for the hospitality team (HT). Many ideas were floated and discussed:

Alan: supports this idea of HT very much; sees it as cohesive group of ushers, greeters, building guides, possibly hospitality table people; we need to be selectively inviting two people to lead this group who have complimentary skills to one another; wants to see this HT as presenting an overall positive experience for each person who walks in our door, drives in our parking lot on any given Sunday.

Janet: No one has yet responded to leading the HT

Lisa: someone may need to step down from another big church commitment or committee in order to take on leadership of HT; good opportunity for youth to get involved in HT.

Jeff: thinks we need @ 12 people per worship service/SS or 24 people per Sunday, or 125 people total on the team, although some of these people could work more than one Sunday should they so choose.

May Kotnik: mentioned that the communion stewards do not currently fall under any church committee and that she buys the juice now basically by default because there is no one in charge of it! **Issue of church fire drills came up in regards to the HT. The HT members, as well as church staff members, Sunday school leaders and crib room staff and volunteers need to be fully trained by the fire department about appropriate evacuation systems/plans when the church is full on Sunday mornings. Specifics as to how children, toddlers and babies should be safely escorted from the building need to be clear.**

Karen: Added that perhaps the communion stewards should fall under the worship committee. She asked for ideas from the group about models of leadership and to whom they should report. Bob Lundholm first suggested that the HT fall under a committee. Janet Kleckner suggested HT should report to senior pastor and music director positions. Or perhaps one of the co-chairs of the HT could sit on Worship Committee, along with the pastor and music director. Karen also described a possible new lay-out or restructuring of the worship committee. Bob Lundholm mentioned that evangelism committee could best serve by focusing on follow up of new people after they have been here on a Sunday.

Kathy Decker: asked that HT members have a tempered approach to everyone, including new people, so that they are helpful but not smothering; she also suggested recruiting more people onto the HT than needed and we can always scale back later; she also suggested that members of the TTF should consider signing up to help on HT to get it off to a strong start.

Alan: recruit at least 2 co-chairs for HT, who would develop training sessions and manuals for all who serve on the team; these co-chairs should report to pastor, music director and worship committee, with one of the co chairs sitting on the worship committee

HOMEWORK: Karen Oehl and Joy McGuire will look into recruiting these two co-chairs and report back to TTF.

V. Marketing Team Direction

Much discussion was floated about what the marketing team's immediate tasks should be. Though not present, it was reported by Marc Vincent that Don Krolkowski is setting up a time for the marketing group to meet and come up with a general communications plan for the new transition model and the details therein.

Bob Jaite asked what is the objective of the marketing group? It was discussed that they are to execute the best promotion (internally at first) of the pieces of new information coming from COE, Trustees, Youth Board, Hospitality Team, etc., to the congregation. Bob suggested that this group will need to meet throughout March and April and enroll a promotional plan to the congregation in May 2008 for all the changes coming in the fall. Stacy Parker noted that all of this promotion should be focused inward for at least the first three months and than perhaps add an outward promotion of all the new opportunities at BUMC to the broader community. Also – any need for Gifts and Memorials to get involved financially? Possibly with publicity costs.

Janet Kleckner reminded that it is important that this publicity not be couched as “what the task force” is doing, but this is “what we as a congregation are doing.”

Homework: Bob Jaite requested of Pastor Karen that she give him an organizational flow-chart of the committees and staff members in our church. She agreed to do so.

Fall '08 important dates were discussed: September 7 will be the last day of one worship service for the summer and will be followed by a “town meeting” to provide orientation and answer questions about the transition and schedule change. September 14 will be the kick-off of the new format.

Meeting adjourned at @ 9:35 p.m.

Respectfully Submitted,
Betsy Wooster
3/10/08