

Church Council Meeting Minutes

Church: Lutie Watkins Memorial

Date: February 9, 2026

Time: 6:00pm

Location: LWMMC Fellowship Hall

Recorded by: Pastor Bryan and Transcribed through Chat GPT.

Attendance: Carol Faulkenberry (Chair), Lauren Timms, Blake Schultze, Malinda Hoerster, Rob Wilson, Kelly Johnson, Carol Cunningham, David Griffith, Angela Buttery, Jena Garnett, Todd Keller, Dr. Sky Forrester, Rev. Bryan Rogers, Janet Brown (Lay Leader), Dale Steltzer

Call to Order

Meeting Was Called to order at 6:00pm by Carol F. The meeting opened with introductions.

Opening Devotional And Prayer

Rev. Bryan Rogers shared a short devotional on Mark 8:14-21, the warning about the yeast and the pharisees, emphasizing staying focused on “Kingdom Things” over worldly concerns.

Approval of Prior Minutes

The chair asked if members had received minutes by email and requested any corrections.

Action/Decision:

A correction was noted regarding the Spelling of Malinda Hoerster’s name. Minutes were approved with correction.

Pastor’s Report/Council Scope and GMC Governance Overview

Rev. Rogers provided an overview of governance and scope under the Global Methodist Church Structure.

- The Church Council combines Responsibilities that previously existed across SPRC/Trustees/ Finance, with the council providing oversight and governance, while ministry teams carry out day-to-day ministry work.
- The Council’s role is to empower ministry, not manage.
- Council members were encouraged to be visible and accessible so congregants may ask questions to build buy in for the vision.

- Members were encouraged to attend Annual Awakening Conference (Feb 25 - 27, 2027), noting it is primarily worship and teaching with limited Business.

SPRC Representative Role (Discussion)

Carol F. Noted a transition need: she should not continue as SPRC representative while serving as Chair. Rev. Rogers described SPRC functions as HR-Related support.

- The Church must report three people in the system for SPRC Functions
- A person is currently on record; can update by next meeting.
- Members were asked to pray/consider serving and revisit next month if needed.

Financial Report

The Council reviewed the financial packet and discussed the following:

- Unrestricted funds clarification: the report showed approximately \$105,000 described as “unrestricted” but it was clarified that the van had been listed as an asset, inflating that figure. The council affirmed the church’s reports generally reflect cash only and do not list assets like buildings/vehicles.
- *Action:* Remove the van as asset (approx. \$59,000) from the report so unrestricted cash more accurately reflects about \$45,000 after adjustment (as discussed).

Questions were asked and answered regarding restricted/designated funds, including:

- Children’s Fund: used for Children’s ministry expenses, including camp-related in/out flow.
- Memorial Fund: used by request/approval through designated individuals; prior uses included streaming tech and computers.
- Miscellaneous: Used as a holding/designation account when not otherwise assigned.
- Special Gift Fund: Created by an anonymous gift supporting the van and legal fees; van payments are being made from this fund; additional gifts may continue .

Budget entry in ICON: it was noted that budget numbers must be manually entered into the account system (ICON) for budget-vs-actual reporting. This is still in process.

MOTION: Todd K. Moved to move the van asset to an expense account, effective summer of 2025.

SECOND: Lauren T.

VOTE: Motion Carried (Approved)

Old Business

1. **Roof Update:** Roof work was delayed due to the freeze but is expected to begin within the next few days. Contractors intend to work around church schedules as much as possible (noting Wednesday evening activities)
2. **Legal Update:** The Church is awaiting an update expected by Friday. The opposing party was reportedly informed this is expected to be the final extension. Rev. Rogers will notify the council immediately upon receiving word.
3. **Parsonage Update:** Parsonage Work is near completion; progress was affirmed as positive, with some additional repairs being handled.
4. **Pew Bible Update:** Janet B. Is researching smaller, readable Bibles to fit pew racks.

New Business:

1. Internal Audit: Carol F. Initiated an internal audit request. An internal audit committee was assigned and will report back by next meeting.
 - Assigned Committee (Rob W. (Lead), Todd K. Angela B. Janet B. (Staff Support), with April B. And Rev. Rogers consulted and aware.
 - Scope Discussion: suggested focus areas included payroll, cash handling, bank statements/reconciliations, general ledger review, and review of larger expenses (example threshold: \$500).
 - Timeline: Goal stated as completion within one month, recognizing significant issues discovered may require an external audit.
2. Meeting Tech/Process: Council expressed support for continuing recording for minutes, digital packets, and 'learning as we go' improvements. Proofreading responsibility of minutes was discussed; Carol stated she reviewed transcripts and minutes for accuracy (especially motions).
3. Facilities "Field Trip:" Carol F. Proposed incorporating a brief monthly facilities walkthrough (about 15 minutes) so council members can see facility needs and progress firsthand. General Support was expressed.
4. Volunteer Recognition: Council affirmed appreciation for counter spotlights/recognition.
5. Nursery Staffing Approach: Updated approach is that volunteers go down at the start of services; if no children arrive within 10-15 minutes, volunteers can return to worship. Volunteers are coordinated by Mary Ellen H.

Announcements/Additional Discussion Items

1. Church Bus Cleaning and maintenance. Discussion leaned toward assigning Kemp as primary point person for bust/vehicle readiness, given frequent use.

2. Vehicle Sticker/Tag readiness.
3. Records storage and retention.
4. Kitchen Use/Cleanliness.
5. Key Access - Lock Changes
6. Council Recognition in Worship on February 15, 2026, both services.

Adjournment

Meeting Adjourned at 7:16 PM.

Action Items Summary:

1. April to remove the van asset from financials to reflect cash-only reporting approach (as discussed).
2. Internal Audit Committee (Rob, Todd, Angela, Janet support) to meet, define scope, request documents, and report back within ~1 month.
3. Kemp to pursue bus/vehicle repairs and readiness items (A/C, cleaning, upholstery/armrest safety, general maintenance) per staff direction.
4. Plan for records retention cleanup (shred/burn appropriately; retain permanent documents).
5. Develop a plan for kitchen/pantry cleanup and clarify building access/keys (including consideration of lock changes).
6. Janet to continue exploring pew Bible options; consider ordering samples for fit testing.