LEAD TEAM MEETING MINUTES

A Place Where Faith becomes Action - Where Everyone Has a Place to Belong and a Way to Serve.

DATE 07/21/2025	**RECORDER Lyndsey Powell**
ATTENDEES	
☑ Pastor Tim Benjamin ☑ Kevin Jacobs ☑ Jay Shannon ☑ Doug Whitling ☑ Jeremiah Smith ☑ Patty Cisco ☑ Bev DePoy	☑ Patsy Schwendeman ☑ Lyndsey Powell ☐ Angie Myers (not present) ☐ Guest(s): ☑ Toby Hertenstein ☐ ☐ ☐

Note: Minutes reflect actions with timelines and owners discussed and approved

Activity	Owner	Action Notes
Welcome & Prayer	Jeremiah	Welcome the team and shared prayer.
Meeting Minutes Approval (2 Motions)		Minutes approved via group email; all approved
Discipleship-Faith Development	Tim	Exodus 18:5–24 and spoke about how organization makes everything better for everyone. The organization sets up a system that functions for everyone that will also help build something for all the people.
Discipleship & EvangelismTeam *-Celebration* *-Action Update* *-Emerging Trends* *-Decision Making Support*	Tim	D & E team meeting on 7/14 ● 8/10 Summerfest Service; normal First Light Service at 8:30AM and Awaken will be at 10:00AM at Summerfest ● Discipleship Report ○ Enhance worship service Welcome Tagen Patterson as Praise Leader. ● Looking for a Welcome Huddle Leader to help welcome and greet on Sunday Mornings ● Looking to replace Responsive Reading in Awaken with some other act of worship

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		(reading yesterday) ● Return Offering Plates during First Light singing of Doxology ● Wednesday Nights in the fall starting Sept 3rd Adults &; up to 5th grade 6:00-7:00 6-12 grade 6:00-7:30 ● **Curriculum GMC Published (Seedbed)** $1,499.00 for the year The discipleship team reviewed and expressed favor in this curriculum. Tim sent a vote out via email on 7/21/25 to the team to officially move forward with the purchase. ● Adults Wednesday study: Catechism (Secret New Member Orientation) ● Other opportunities that are not Sunday morning or Wednesday night ○ Sunday night Revelation Study with Becky MacWhinney Starting in September ○ Receptions with Susan – Creating connections Evangelism ● Summerfest Parade – August 9 ○ Congregational Care Distribute popsicles in church parking lot ○ Tagen will be singing on a float, stuff will be distributed (WE NEED A WAGON) Jeremiah might be able to provide this ● Summerfest Service – August 10 Regular First Light service (I will be wearing shorts) ● Pancakes to be served prior to service. We will need servers. ● Service at 10:00 AM ● Under tent at Summerfest ● Blessing of the bookbags and pray for the teachers and school staff ● Worship Anyway to sing ● Still working on a speaker

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		● Farmer's Meal possibly moving to Tuesday November 4th ● August 17th sponsoring the movie up at 6PM at St.Marys Theater ● WTGM church of the week August 18th-22nd **Priority Initiatives Status:** ● Enhance the worship experience; in progress ● Create new member pathway; in progress ● Create Connections Experience; in progress ● Research & develop small groups; in progress ● Incorporate leadership skill development into youth ministry; in progress ● Incorporate life skill development into ministry; in progress ● Identify avenues for engaging parents into child/youth activities; in progress
Finance Team *-Celebration* *-Action Update* *-Emerging Trends* *-Decision Making Support*	Doug	● Vote on quarter 2 for 2025 financials **Motion 1 to Accept: Patty Cisco** **Motion 2 to Accept: Jay Shannon** **Motion Passed** ● June, 2025 YTD Givings is higher than 2024 YTD, and it is running slightly below the budget expectation for Givings YTD. ● June, 2025 YTD Givings are 6% Higher than our Expenses: $ 244K Givings versus $ 229K Expenses. ● April and May were weak months for Givings; however, June being a 5-week month assisted in getting our YTD Givings closer to the Budget target YTD. Our YTD Givings is still running slightly higher than our YTD Expenses. ● Spending is lower than we had budgeted for to date. ● Monday counting going well Action Updates: ● Filing for Exemption for Real Estate

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		Taxes for WSC will be completed by the end of August. WSC automatically lost our Exemption with our legal name. ● Has submitted paperwork to the Ohio BWC by the end of July due to our legal name change and new Federal EIN. ● Huddle was conducted on 5/12/2025 with Patrick Stolly, Stolly Insurance, reviewing our Insurance Policy for appropriate coverage under our (2) legal entities. A follow-up meeting will be conducted within 45 days to verify coverage options and cost. ● August and September board meetings we will be doing financial training 6-6:30 for budgeting. **Priority Initiatives Status:** ● Process for communicating individual giving project opportunities; **in progress** ● Develop annual stewardship drive process; **in progress** ● Develop process for capital campaigns and/or other fundraising; **in progress**
Mission Team *-Celebration* *-Action Update* *-Emerging Trends* *-Decision Making Support*	Angie	● OCC collection, currently at $ 3,956.00 to our $6,000 goal ● Comfort bundles delivered to Agape ● Bibs delivered to Heritage Hall ● Missions gave $1,000 to Samaritans Purse for disaster relief for Texas floods ● Next meeting TBD **Priority Initiatives Status:** ● Create a new process for how missions functions; in process ● Establish process for Impact reporting; completed!
Environment Team *-Celebration* *-Action Update* *-Emerging Trends* *-Decision Making Support*	Kevin	● Carpets were professionally cleaned in Sanctuary and entry way ● Calling Consolidated Hunter about AC repairs ● Fellowship hall painting by Paint Bros has been started and will be completed soon with final touch ups. They will be starting the 2nd hallway soon. ● Landscaping Huddle formed and cleanup started during the week of service

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		● Window Creations evaluated the stained glass windows and will be providing a report and quote for repair, suggest Kevin Jacobs come to their facility to meet to do three stages for the window repairs.
		● Secur Com did a walk thru for building security evaluation and gave three quotes that we will look at.
		● HA Dorsten provided a quote on signage and shed removal. This will be done after Summerfest.
		● City said we do not need a permit for sign removal.
		● HDL to provide a quote on mulch vs stone
		● NK Supply came and gave suggestions and quotes for lighting in areas in the church 2nd hallway, Pastor study, and removal of light on the wall in the main entry.
		● Working on putting railing on the last steps in the Sanctuary.
		● Interior Design Huddle recommended replacement of 2 outdoor signs (Wayne Street & Spring Street) by Quint Creative Signs @ a cost of approximately $30,000 which includes estimated cost for old sign removal and landscaping around sign.
		Per ByLaws will present to congregation for a vote on 6/22 at both services and was approved 119 voted “Yes” to approve replacing the signs (96%) and 5 voted “No” not approving this project (4%)
		
		The outdoor signs will start in 8-6 weeks.
		
		● Interior Design Huddle recommended and Interior Welcome Sign
		  ● Located in the foyer of the front entrance
		  ● Design elements follow those of the existing window shape and wood grain/texture for a cohesive look-provides a fresh updated look to the first "experience" visitors have to the church

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		● Cross and welcome letters are lit; and will be seen at night through the front doors ● This is a custom made sign; 3 quotes were acquired. The selected vendor is Quint Creative (same company doing external signage) Cost $4,884.96 ● Finance Team Coach Doug was consulted on the project cost and confirmed there is money in the capital fund for the investment. ○ **Motion 1 to Accept: Patty Cisco** ○ **Motion 2 to Accept: Doug Whitling** **Yes 9, No 1** **Motion Passed** ● Sanctuary Adaptability options were shared with the team in the Sanctuary. Recommended 6 chairs for the back rows in the church. $3,666.67 for all 6 quality chairs. 6 week lead time on the chairs. **Motion 1 to Accept: Patty Cisco** **Motion 2 to Accept: Kevin Jacobs** **Motion Passed** **Priority Initiatives Status:** ● Sanctuary Adaptability (hearing/sitting/ambulating); obtaining quote for seating options) ● Education Building 2nd floor updates; in process ● Building Security System; in process ● Reimagine Fellowship Hall; not started
Staff Care Team *-Celebration* *-Action Update* *-Emerging Trends* *-Decision Making Support*	Patty	● Tagen was hired as Praise Leader for 1st and 2nd Worship starting Jul 1, 2025 We wish Correy all the best and thank him for his time and dedication. ● Interview process is taking place for the Director of Ministry Open Position ● 3rd & 4th grade guide position still open **Priority Initiatives Status:**

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		● Recruit Director of Ministry; position posted 5/20 and interviews are taking place ● Research feasibility of insurance benefits for full-time staff; in progress ● Identify training needs for staff development; not started. Waiting until we have the Director of Ministry position filled.
Congregational Care Team *-Celebration* *-Action Update* *-Emerging Trends* *-Decision Making Support*	Patsy	● Continued homebound visitations along with communion and bulletin mailings ● Provided a ride to worship and church picnic to a visitor interested in joining us at Wayne Street Church ● Working on homebound rotation for visits with Pastor Tim ● Funeral dinners ● Working with the Evangelism team for Summerfest; freeze pop, water, etc given to people in the church parking lot during parade ● Worked with Missions and the Youth to organize projects to help some of our congregation; power washing a house, and pulling weeds **Priority Initiatives Status:** ● Refine process for outreach to homebound members; in process pending June team meeting ● Refine process for responding to member care needs; in process; pending July team meeting
Rec Team *-Celebration* *-Action Update* *-Emerging Trends* *-Decision Making Support*	Jay	● 1st Beginner Level Pickleball class active with 4 participants ● Intermediate Level Pickleball Group started with 4-10 people active weekly participation of members and non-members ● The church picnic was a success on July 13th. Thanks to all who helped with this event ● A new running team has been created “Running the Good Race” They will complete the 5K at the Summerfest. Currently 11 signed up.

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		Priority Initiatives Status: ● Develop process for engagement & communication; in process
Communication & Helpers *-Celebration* *-Action Update* *-Emerging Trends* *-Decision Making Support*	Lyndsey	● Monthly Missions meeting communication now going out ● Have been working with Breeze to utilize many features in Breeze which will enhance our communication and organizing helpers within the church ● Breeze cleanup is underway ● Continued work on SOP for each group for process to help group initiatives run smoothly **Priority Initiatives Status:** ● Church Breeze database update in process ● Improve distribution of information in process ● Identify need & function of helpers in process ● Recruit and coordinate helpers in process ● Mapping out communication plan, not started. Starting mid fall.
Wrap Up -Parking Lot Items -Remaining concerns	Jeremiah	We will need <u>an extra 30 mins</u> at the end of the meeting for our next two meetings in August and September: **August Meeting** to go over budget **September meeting** to go over financial report reading
Adjourn Meeting (2 motions)	Jeremiah	Motion 1 to Accept: Jay Shannon Motion 2 to Accept: Kevin Jacobs Motion Passed-Unanimously
Next Lead Team Meeting: **August 18, 2025**		

PARKING LOT *(Future Possibilities)*
● Read Tim's article and use this for group discussion at the November meeting to evaluate the status of the Action Plan and preparation for 2026.

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