

**Harvest Ridge Covenant Church
Leadership Team Meeting Minutes
July 21, 2011**

Present: Ken Schroeder, Bill Taylor, Ted Richmond, Heather Lennard, Pastor Jed Hollenbach, Jan Brownson, and Cindy Myers. Youth Pastor Mark Peterson was unable to attend the meeting due to the birth of Tate Oliver Peterson.

Cindy Myers provided the meal. Jan Brownson gave her testimony for the devotional.

Minutes of the June meeting were approved.

Financial Management Team

There were no financials to review. Ken distributed a copy of the memorial funds policy. We will discuss this policy as well as any funds at the August meeting.

Follow up Items:

- Ted will request a check for the \$100 to be sent relating to the Alaska appeal. He will also write an announcement to be included in the weekly e-mail reminding the congregation of the mission trip to Alaska in July. **Completed**
- Ken will move negative balance in Dave Ramsey course to Benevolence fund (scholarships), transfer college care packages to the Youth program. **Completed**
- Ken will draft e-mail to members and attendees to discuss church funding requirements and to raise awareness of financial issues. **Completed**
- Ken to work on renewal of the State of Kansas Incorporation filing. (Annual Report) **Completed**
- Ken will add an item to the August agenda to discuss designated and undesignated memorial fund gifts.

Sticky Teams Book Discussion

Jed led the team in discussion about the first chapter of the book by Larry Osborne “Sticky Teams”. The theme of the first chapter was unity. The team discussed why unity was so important in a church setting. The team will meet on Tuesday, August 16th at Cindy’s house to discuss the book more in-depth.

Pastoral Comments

Jed updated the team on the status of the office. He has been working with various ministry teams, working on re-engaging people who had previously been involved with Harvest Ridge and identifying future leaders within the church. Jed discussed the possibility of setting up a meeting with the charter members of the church.

Jed updated the LT on the status of the Willow Creek Leadership Summit on August 11th and 12th at Church of the Resurrection. There are still tickets available.

Jed presented his preaching schedule through the end of the year. Jed will be on vacation from the end of July through the beginning of August. Tom will preach on July 31st and August 7th. There will be a four week preaching series on the Holy Manners texts. In September, he will begin a four week series on building margin

into our lives (finances, relationships, emotions, and time.) This will be followed by a short series on stewardship.

Follow up Items:

- Mark will check with the youth committee about their interest in sponsoring a fundraising dinner at the Town Hall Meeting on August 28th. **Completed. They will provide the dinner.**
- Jed will contact Kathie Glenn about the changing tax regulations for ministers. **Completed**

Mission Team Meeting Update

Jed, Ted, Cindy and Jan Taylor met on Tuesday, July 19th with Roger Shantz from World Relief. The purpose of the meeting was to discuss World Relief and how it might relate to Harvest Ridge in the future. The money collected at Thanksgiving time is donated to Covenant World Relief, which is then sent on to the larger World Relief organization.

We asked Roger to help us to understand what characteristics define a missional church. Roger replied that a missional church has an external focus, focusing on the community and world. A healthy church also adjusts to culture. Roger also mentioned that a missional church invests in projects for the long term, forty or fifty years, not just over the short term. A follow up meeting is planned for July 25th at the church to discuss ways to incorporate this into the culture of Harvest Ridge.

Ministry Team Effectiveness

Charter and Status Report Follow-up

Ken reminded the group that each LT member needs to meet with their Ministry Team liaison to follow up with the charter revisions and the new status update form. We would like to have the final charter and status update by August 31st. Several LT members had already met with their liaison or have a meeting scheduled for the near future.

Ministry Team Meeting Feedback

The team discussed the June 30th Ministry Team meeting. Many expressed encouragement at everything Harvest Ridge has to offer to the community. Many were also impressed with the number of lay leaders in important positions. We discussed the need to determine our vision for the next three to five years. We are also committed to having our budget match our ministry team priorities. The next ministry team leader meeting will be held in September. The need to send out the agenda in advance so that all can be prepared was discussed.

Vision Discussion

The leadership team discussed their focus on developing the vision of Harvest Ridge. The importance of having other groups within the church ideate on what is important to Harvest Ridge was discussed. This will help us to create a clear direction. We discussed the need to encourage ministry team leaders to discuss our longer term focus with their teams. We also discussed methods and order of communicating within the church to ensure that everyone is part of developing the vision for Harvest Ridge.

Follow up Items

- Each LT member should set up a meeting with their ministry team liaison to discuss the changes to their charter and the proposed status report. **In process**
- Cindy to update Ministry Team Charter notes for Youth Charter discussion points. **Completed**

Other Items

Nate Lennard is stepping down as head usher. Steve and Mary Davis have agreed to take on this responsibility. The roles and responsibilities for this position were discussed. Heather brought the information obtained from Nate about the roles and responsibilities of the position. The Head Usher position reports to the Worship Team.

Ted briefed the team on the status of the playground equipment purchased by John Way. It is anticipated that this equipment will be installed Spring 2012. In the meantime, John is going to take measures to preserve the equipment.

The team also discussed Jed's request for additional time off for his move in August.

Follow up Items

- Ted to work on a policy related to ensuring FSA rules are met. (ie auditing the disbursements.) **In process**
- Jed and Ken to work with Scott Fenton/Kathie Glenn on organizing policies and procedures related to insurance policies, Salary documentation, FSA, etc. **In process**
- Heather will obtain a brief description of the role and responsibilities of the head usher/usher team. **Completed**

The meeting was closed with prayer. The next meeting will be Thursday, August 18th, 2011 at 6:00pm at the church.

Respectfully submitted,

Cindy Myers