

MLT Retreat Meeting Notes
Saturday, February 11, 2023

12p Gather/Introductions/Icebreaker

12:30p Review/Discussion of "MLT Overview" Document

12:50p Creation of MLT Operating Covenant

1. Important that we all come to all of the meetings. Can't go forward with decisions if we don't have a quorum. Meetings are scheduled for the 2nd Thursday of the month.
2. Regular worship attendance by MLT members either in person or on-line so that we know what has been preached and in what direction we are going. Point of connection with congregation is MLT attending services so that we are present for members.
3. MLT individual members are to uphold any decision made by the MLT as a group.
4. MLT and Tori are to manage administrative matters so that Dan can concentrate on his pastoral duties.
 - a. When asked a question or presented with an issue, MLT members are to first determine if the question is one that someone other than Dan can answer. MLT can find many answers to administrative questions in the MLT Binder of policies and procedures.
5. MLT is to help Dan in educating the community about his boundaries. For example: Dan asked for help to find a way to control non-emergency calls that occur when he is at classes or on day off.
 - a. Can we find a way to educate the congregation about keeping non-emergency subjects to office hours? The importance of listening to our members was discussed. Creating a chain of communication where non-emergency matters are directed to the right person that can help the concerned party will be part of future discussions.

Further discussion about ways the MLT and congregation could enjoy stronger connections:

1. Make use of the Weekly E-News
 - a. Meet Your MLT feature
 - b. Have a POH version of the Post Bulletin's Answer Man column
 - c. Add a Team Leader and Mission feature to the E-News
 - d. Introduce ourselves as MLT when at a service.
 - e. Have an MLT person available after service in the Gathering Space

1:10p Election of Vice-Chair/Scribe

Mary Hair nominated Dianna Parks to become the Vice-Chairperson. Cindi Johnson (?) seconded the motion. Vote: All approved. None opposed. Nomination approved.

Dan Doering nominated Karen Otto to become Scribe. Mary Hair seconded the nomination. Vote: All approved. None opposed. Nomination approved.

1:20p Development of Goals/Priorities for Coming Year

Many good ideas were brought to the table. After much discussion, it was decided that each MLT member was to bring their list of goals and priorities to the next MLT meeting (March 9, 2023). A reminder will be in the March meeting agenda-look under Generative Topic.

2:14p BREAK

2:30p Go over items in MLT "Binder"

• PoH Constitution

- PoH Safety Policy
- PoH Personnel Policies (October 2010)
- PoH Volunteer Sign-up Website/Link
- PoH Planning Center
- PoH Song Bank in Planning Center
- PoH Service Memoization
- PoH Website
- PoH Pastoral Evaluation Rubric
- PoH Office Administrator Evaluation Rubric
- PoH Music Director Evaluation Rubric
- PoH Strategic Planning Committees
- PoH Committees/Groups Review
- PoH Church Management Software
- PoH Land Use Moratorium
- PoH Neighbor Comment Reaction Protocol

3:00p Technology Use/Demonstration

3:20p Break

3:30p Old Business

Consent Agenda - reports are in 2/11/23 shared drive

- Minutes from January 12, 2023 MLT meeting
 - Change in language: insert “forthcoming” to mention of Summit bid on sprinklers
 - 8:10 2023 Budget Discussion. Dan moves to approve to take the 2023 proposed budget with the addition of the [forthcoming] bid from Summit for the sprinkler system to the congregation at the Annual Mission Event for approval.
- Pastor’s Report
- Treasurer’s Report

Dave Young moved and Karen Otto seconded to approved the Consent Agenda with the addition of the word “ forthcoming” to the MLT January12, 2023 MLT Meeting notes.

Discussion. Vote: All approved. None opposed. Motion carried.

4:00 pm New Business

1. A new compressor is needed for the sprinkler system. Mary Hair moved and Cindi Johnson seconded to approve the purchase of a new compressor. Discussion. Vote: All approved. None opposed.
2. Dan Time Off Document
 - Dan provided the MLT with his 2023 schedule of educational and personal leave. In addition to this, he provided the following procedure for when he is away:
 - • Email auto response will be on and emails will be responded to upon return from time away.
 - • Requests for pastoral care should be sent to the church office. A local clergy person will be identified in case of emergencies and that local clergy person will notify Dan on a need to know basis.
 - • A member of the church will be designated as the contact for church building concerns and as the contact for Tori. This same member would be the only to determine if contacting Dan is necessary and would be the one to contact him.
 - • If time away does get interrupted by an emergency, Dan will count it as work time and will adjust the schedule to take additional time off.
3. Reuss Letter
 - a. Discussion of group dynamics in communication and differing perspectives of communication styles. How can our church’s culture become one that supports diversity in all things, including ways of discourse? How do we create a culture of

open discourse that remains honest while being non-confrontational? What are our ground rules?

4. Stewards of Hope Work Plan

- a. The Stewards of Hope 2023 list of projects and their timeline was presented. the document also includes contact information for the volunteers that will be involved in the projects.

5:00 pm Meeting Adjourned