

**COS Leadership Team Monthly Meeting**  
**Minutes**  
**Sunday evening, August 24, 2025**  
**6:00 p.m.**

**1. Call to order: .**

Meeting called to order by Todd Neaves 6:00 p.m.

- Ron Hendricks
- Todd Neaves
- Dana Renner
- Brian Dickerson
- Clarke Farmer
- Carolyn Clark
- Kyle Anderson
- Kara Mitchell
- Jeff Knight
- Julie Kriegel

Absent:

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**2. Opening Prayer:** Kara Mitchell

**3. Consent Calendar and Packet Items:** Todd Neaves

- a. Consent items
  - 1. Minutes of the previous meeting
  - 2. Financial reports: July 2025
  - 3. Senior Pastor ReportMotion to approve consent items  
Motion: Brian Dickerson  
Second: Ron Hendricks  
All in favor

**4. Creative Work:** Todd Neaves

- a. Senior Pastor Report Highlights-Kyle Anderson
  - i. Discussion: Mission and Ministry Fair
    - 1. There is interest in doing this annually and this time of year (back to school time) seems ideal.
- b. Personnel Team Update - Kyle Anderson
  - i. A review of the existing personnel handbook was conducted.
  - ii. Revisions were made (red lines and strikethroughs were included in the updated “draft”.

- iii. The current revisions update the “draft” but the totality of the revisions are not yet finished.  
A motion was proposed to accept the current revised draft of the Personnel Policies Handbook  
**Motion:** Brian Dickerson  
**Second:** Carolyn Clark  
All in favor
- c. August Listening Post Debrief and Next Steps-Todd Neaves
  - i. Pastor Kyle presented our 3 core tenants from the LT “S.O.A.R.” session related to strategic planning.
  - ii. The attendance at the listening post = 5 (outside of the LT members who were present).
  - iii. How often should a listening post be held? Do we still need to hold a listening post quarterly? Or, how about during the Sunday School timeslot, so that many people will attend because they are already at church.
  - iv. Consideration about the timing of when to host a listening post could include when annual goals are set or the annual budget is proposed.
  - v. Todd Neaves received a phone call from a Sunday School class where it was requested that he attend their class sometime in October to provide a church update. Members from this class did not attend the listening post.
- d. Strategic Planning/Goal Setting Follow Up-Todd Neaves
  - i. Todd shared an idea that perhaps a team within the LT could be created for the continuation of strategic planning.
  - ii. Todd shared that Dana Renner had input the notes from the strategic planning meeting into a framework that she shared with Kyle and Todd as a draft or a working document that could capture the work as we continue to strategically plan.
  - iii. Todd will share the template created by Dana with the rest of the LT and then we will make a decision as to how we want to move forward.

## 5. Next Steps

- a. Communications
  - i. Message-Connect article will include an update from the Leadership Team, sharing with the congregation the current work.
  - ii. Person Responsible-Todd Neaves
  - iii. Mode of Communication-the newsletter (Connect)
  - iv. Timeline- Monday, August 25, 2025
  - v. Task Completed-
- b. Action Items
  - i. Action-
  - ii. Person Responsible-

- iii. Timeline-
- iv. Deliverable-
- v. Task Completed-

#### **6. Executive Session**

Motion to move into executive session: 6:45

Motion: Julie Kriegl

Second: Jeff Knight

All in favor

**Executive Session: 6:45-7:07 p.m.**

#### **8. Adjournment and Closing prayer: Todd Neaves**

Next Meeting September 28, 2025

\*All meetings begin at 6:00 p.m. and are held in Rm 12 of the Adult Education area.