

College Church University Avenue
2022-23 Regular Board Meeting #10
January 19, 2023 -- 6:30 PM

Board members present: Jorge Bonilla, Charles Carrigan, Rachel Greenawalt, Sheldon Jones, Jeanette Martinson, Aaron Meyer, Doug Nielsen, Kyle Olney, Jim Rankin, Jen Shride, Amy Smith, John Thomson.
Staff members present Pastor Jen Johnson, Pastor Mark Quanstrom,

1. DEVOTIONAL: Pastor Mark shared an article with the board intitled “A Crisis of Friendship.” This was the article that we read and discussed at the Staff Collect held on January 10. Charles Carrigan opened the meeting up with prayer.
2. ADMINISTRATION
 - A. **ACTION:** Motion to approve the agenda. (John Thomson/Rachel Greenawalt). Motion passed.
 - B. **ACTION:** Motion to approve the November Minutes. (Jim Rankin/Aaron Meyer)
 - C. Pastor Jen presented the board with the requests for housing allowance for the 2023 year for Pastor Mark, Pastor Joel, and Pastor Jen. **ACTION:** Motion to approve the housing allowances for Pastor Mark, Pastor Joel, and Pastor Jen. (Doug Nielsen/Kyle Olney)
3. FINANCE
 - C. Pastor Mark reviewed the End of the Year 2022 finance report that also includes the budget report and the month-to-month comparison from the past few years. **ACTION:** Motion to approve End of year finance report for 2022. (Jorge Bonilla/Jen Shride)
4. PASTORAL CARE
 - A. Pastor Jen reported the prayer initiative for the month of January. The Prayer and Care Team is praying for the extended family prayer panel and those who have requested prayer for them.
5. NMI
 - A. Amy Smith, NMI president, shared about the upcoming missions weekend which the NMI council has planned. They would like to do a serve day on Saturday morning. Brad and Braxsten will be partnering them in this outreach day. They are also planning a trivia night on which will be a fundraiser for mission trip scholarships. The night will also include brief testimonies mission trip promos concession stand and then on Sunday morning there will be a prayer walk during the morning. Mission Weekend guest speakers will be Chad and Crystal Gibbons.
 - B. Discussion was opened concerning the possibility of creating a policy to help with NMI’s WEF budget responsibility of 5.5% when a large gift comes in. No decisions were made at this time.
6. CALENDAR
 - A. Pastor Mark opened a discussion concerning the calendar events during the Christmas Holiday season. With the main holidays happening on Sundays this past year, as added sense of busyness always ensues especially with the Worship Services happening as well. It was the consensus of the board, that not canceling church services gave more meaning to the holidays for those who were able to attend. There was a suggestion that we offer water out in the Commons areas during these crowded events incase its needed. We usually have it for the Sunday morning services but should also have it out for the other times as well.
 - B. Please note the upcoming events which are listed on the reverse side of the agenda and included in this document.
7. PASTOR’S REPORT

- A. Pastor Mark reported to the board the plan for the upcoming annual meeting called “Reflect and Renew” being held on January 29 at 5PM in the CLC. There will be video testimonies from the past couple of years of congregants telling their stories of how God has been working at College Church. Staff will fully participate as well in this evening designed to encourage all who attend. The videos will also be used throughout the coming year on social media platforms and on our website. A booklet is also being created to be used throughout the year in a “Welcome to College Church” packet for visitors.
- B. Pastor Mark shared with the board the details from the all-staff collect meeting, which is a meeting that happens two times per year to talk about the state of our ministries and plans for the future. It was a good morning with good discussion. It was held on January 10.
- C. Pastor Mark shared with the board about the meetings we held with each of the staff and reviewing the job descriptions they submitted. Pastor Mark handed them out so that the board could review them. The staff review meetings went very well with everyone excited about their plans for their ministry.

EXECUTIVE SESSION

- D. Pastors Mark and Jen led a discussion on a proposed salary adjustment plan. With the amazing year we just experienced with the increase of tithing, Pastor Mark would like to give staff raises towards being more in line with what our staff members should be earning.
- E. Pastor Mark also asked for additional staffing to lead the Senior Adult Ministries and Discipleship. He recommended that Pastor Jesse and Christine become the Pastor for Senior Adult ministries at ¼ time hours (12/week) at an annual salary of \$12,000/year. This new position is in addition to their position as leaders of the Worship at the Center ministries for which they are given a stipend from the NMI Council of \$1500/month. **ACTION:** Motion was made to approve this position hire and salary. (Jeanette/Kyle).
At the last board meeting in November, the board approved the recommendation presented by Pastor Mark that Pastor Angela Alvarado become the new Pastor of Discipleship. However, Pastor Mark would like to further recommend that she be paid a starting rate of \$12,000/year for ¼ time or 12 hours/week. **ACTION:** Motion was made to approve this new salary. (Jeanette Martinson/Amy Smith).
- F. **ACTION:** Salary adjustments were approved as follows:
 - 1. Jacki Tamez: to move her from ¾ time to full time and adjust her salary rate to \$36,000. (Doug Nielsen/Charles Carrigan)
 - 2. Jackie Link: New hire for Asst. Children’s Pastor position left vacant after Celeste Tabor stepped down from that position last month. She will be hired at ¼ time at a rate of \$12,000. (Doug Nielsen/Jen Shride)
 - 3. Zach Tamez: to move him from ¼ to ½ time of 24 hours/week at a rate of \$24,000. (Jeanette Martinson/Jim Rankin)
 - 4. Sherry Mitchell: to increase her pay to \$48,000 as the Children’s Pastor. (Doug Nielsen/Charles Carrigan)
 - 5. Joel Heald: to increase his pay to \$48,000 as Student Ministries (Youth) Pastor. (Jim Rankin/Doug Nielsen)
 - 6. Amber Olney, Luke Olney, Marvin Jones: to increase their pay to \$10,000 each as Assistant Worship Leaders. (Jim Rankin/Rachel Greenawalt)
 - 7. Jen Johnson: To increase her pay to \$48,000 as Executive Administrator and Pastoral Care Pastor. (Jen Shride/Doug Nielsen)
 - 8. Brad Brackett: to increase the maximum hours to 25/week. This bumps his pay up to: \$31,200. (Doug Nielsen/John Thomson)
 - 9. Aubry Maxson: To increase her pay to \$36,000 plus medical benefits for her and her children. (John Thomson/Charles Carrigan)

10. Fran Koerner: To give a payment of \$1500 in a lump sum to retroactively bring her salary up to \$33,000 which was approved at the beginning of last year but never implemented. (Doug Nielsen/Jim Rankin)

The remaining staff that include: Jeff Bell, Mark Quanstrom, Fran Koerner, Tim Mercer, and Sharon Moore will be given a 3% Cost of Living Adjustment. (Doug Nielsen/John Thomson)

- G. Doug Nielsen and Jim Rankin proposed an annual automatic cost of living adjustment to everyone's salary each year. Discussion resulted in the decision to table this proposal for next year.
- H. Pastor Mark commended the board for the good work done in this meeting in stewarding the money that has been given over this past year. These salary adjustments will take place on February 1, 2023. It was recorded that these adjustments totaled \$92,000.

8. BENEDICTION:

- A. Kyle Olney prayed the benediction.
Amy moved to adjourn; Jeanette seconded.

Minutes respectfully submitted by:
Pastor Jen Johnson, Executive Administrator