

King of Glory Executive Committee

January 5, 2012
Sustad Home

Attendees: Pastor Rich Merkouris, Arden Sustad, Paul Anderson, Kim Brua, Gerry Heuer, John Bultsma and Kristi Brandt

Arden opened the meeting with prayer.

The Minutes from the December 21st, 2011, meetings were presented for review and approval. John made a motion to approve the Minutes as presented; Paul seconded motion. Motion carried.

The Agenda for the January 5th, 2012, meeting was presented for approval. Kristi made a motion to approve the agenda as presented; Kim seconded motion. Motion carried.

Job Descriptions: Discussion ensued regarding the job descriptions for the Treasurer and Finance Trustee and what their respective responsibilities are. A recommendation was made to remove the Finance Trustee position and create a Standing Finance Committee with oversight to include, but not be limited to, stewardship, budget, capitol campaigns, gift counting, auditing, etc., with the Treasurer to Chair the Standing Finance Committee. Gerry was asked to give this concept further thought and consideration before further action is taken.

Discussion ensued regarding how the Student Ministry and Children Ministry positions fit with the Education Trustee position. There is the need to further define the Education Trustee position. Following discussion it was the general consensus to consider changing the Education Trustee name to Adult Education Trustee.

Concern was expressed regarding the time commitment of the Fellowship Trustee position. At the annual Executive Committee/Trustee retreat, the Trustee's need to be encouraged to develop task groups and/or work groups as needed for their respective responsibilities as they see fit. They will also be encouraged to utilize the resources of the Leadership Development Committee to identify people with the appropriate skills and willingness to assist in the various areas.

Annual Meeting Preparation: The proposed agenda for the King of Glory Annual Meeting was presented (see attachment). (Kristi, obtain copy of agenda from Rich for inclusions with minutes. Rich will contact Steve Tornberg regarding serving as parliamentarian. Rich reviewed the voting process per the King of Glory By-Laws. Jeanine Albers will present the slate of officers on Sunday, January 15th, 2012. The final 2011 King of Glory financials will need to be distributed at the Annual Meeting meeting. In response to questions regarding the Capital Bucket, an update on the planned approach to facility acquisition will be provided as part of the Annual Meeting. The Agenda item "Unfinished Business" will be removed because there is no "Unfinished Business" being carried forward from a previous meeting. Kim made a motion to approve the Annual Meeting Agenda with noted changes; Rich seconded motion. Motion carried.

Treasurer's Report: Gerry provided the standard monthly giving and attendance reports. (See attachment). King of Glory's current cash balance is \$140,388.65. Rather than credit cards for staff purchases it was decided to obtain debit cards for staff expense use. A separate checking account will be established tied to the debit card use which will serve to limit King of Glory's financial liability with the cards. Rich has developed procedures for the debit card use which includes requirements for supporting documentation which meet IRS guidelines. The debit cards will be issued in the name of King of Glory with the individual staff members' names. December financials are pending receipt of the bank statement.

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Meeting adjourned by general consensus.

Respectfully submitted,

Kristi M. Brandt, Secretary
Executive Committee
King of Glory