

GOVERNANCE IN ACTION

Monthly Executive Summary | June 2025

The following are highlights from the 06/09/2025 Governing Board (GB) meeting:

- **Call to order – Mr. Hanrahan**
- **Devotional – Mr. Mahan**

Members Attending: Chuck Hanrahan (Chair), Frances Bryniarski (Vice Chair), Christy Leshar (Secretary), Dawn Riedy (Treasurer), Jonathan Carroll-Nellenbach, Wendy Featherstone, Tim Mahan, Peter Ow, Rev. Dr. Michelle Bogue-Trost (Sr. Minister)

Absent:

David Strong (Church Administrator)

Guests:

None

• **Reviewed / Approved Consent Agenda – Mr. Hanrahan**

- Review/Approval of Governing Board Minutes of May 12, 2025 (Confidential)
- Review/Approval of Finance Committee Minutes of April 28, 2025
- Review/Approval of Property Stewardship Committee Minutes of April 9, 2025
- Review/Approval of Sr. Minister's Report of May 2025

• **Process for Committee Minutes – Ms. Leshar**

A new process was discussed for committee meeting minutes to ensure a consistent and timely drafting, review, approval, and submission to GB and Communications team:

- Committees to produce draft minutes within one week of meetings for their attendees.
- Attendees have one week for review/approval or revision via email.
- Approved minutes submitted to GB Chair/Secretary and Communications Team for website posting.
- Confidential minutes require a public-facing summary for the website.
- Website archives to be cleaned up: minutes/reports older than one year will be archived.

• **Update on Church Administrator Search – Pastor Michelle**

The search committee for the open Church Administrator position met, comprised of Michelle, Tim, Chuck, and Christy. A strong internal candidate who is qualified for the role was recommended, Deb Bullock-Smith. The committee agreed that filling David Strong's position internally was a smart move, and having reviewed Deb's resume against the job description, along with the recommendation of both David Strong and Michelle, that this

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was a wise staffing decision for the church. This staff change opens Deb's position, and Holly Temming has expressed interest in stepping into Deb's current role. The committee also agreed that this was a wise transition.

The Governing Board agreed with the recommendation of the Search Committee on both staffing changes, so Michelle proceeded with announcing the staffing changes in an e-blast.

There are other staffing matters that Michelle is discussing with the PPRC throughout the month of June, and once those discussions are final, there will be more information to share with the Governing Board and the congregation.

At this point, the Governing Board entered Executive Session where the following items were discussed: Finance, Sustainability and Town Hall preparations.

• **New Business – All**

- September Town Hall planning to focus on pledge updates, Second Mile Giving, and 2026 budget strategy.
- Campus security during services flagged for future discussion; work with safety team ongoing.
- Active shooter policy confirmed; staff and ushers trained.
- Closing / Adjournment Meeting adjourned at 6:35 PM. Next GB Meeting: July 14, 2025 (5 PM, Red Room) Next Town Hall: June 22, 2025 (after 11 AM service, Sanctuary)

Respectfully submitted,
Christy Leshner