

**MT. LEBANON CHRISTIAN CHURCH  
BOARD MEETING minutes September 17, 2024**

Attendance via Zoom: Jane & John McCarty, Chuck Sargent, Tom Spray, Cathy Snyder, Janet Bowers, Duane Ready

Meeting opened with prayer from John.

July Board Minutes were emailed to all before this meeting. The minutes were approved.

**Minister's Report:**

- Cindy on vacation. Left Tom some notes to bring up in below reports.

**Church Clerk:** Cathy Snyder. No report.

**Financial Secretary:** Kathy Spray – numbers for giving are up 2.9% because of a big donation that came in. Amount is \$84,157 this year compared to \$81,762 last year. Fewer people donating this year 37 down to 32.

**Treasurer's Report:** Janet Bowers – Edna trying to catch up with QuickBooks (see notes under personnel for QuickBooks). One-time expenses come twice a year and we have paid those already. Edna has entered all income into QuickBooks. She needs to enter expenses since the end of January next.

The Officers' reports were approved.

## **Team Reports**

**Christian Education:** John

- Bible Study –will start tomorrow based on James. Another study is planned after this study.
- Dining Disciples luncheons and dinners have started back up.

**Deaconess Report:** Mary Jane, Bonnie, Laurie and Carol are taking turns setting up communion each Sunday.

**Deacons:** Deacons continue to help during Sunday services with Communion and offering.

**Elders – Chuck**

- Reviewed the prayer list.
- Elders are planning on training led by Cindy and also based on the Elders Handbook that has been updated. This will start in next several meetings on zoom.

**Outreach:** Jane McCarty

- Had two trainings sessions in person at the church for those who have volunteered to be part of the Call/Caring process we are starting.
- We are also planning on working with SHIM and their Checkmates program for us to make calls to people they have a list for. We will do this after our initial calls are made to those we have listed for our congregation.
- October – SHIM food drive
- Angel Tree for Kane in December and caroling.

**Personnel:**

- Edna reported problems to Chuck with Quickbooks closing and her not being able to enter data. Chuck restored the database from a backup. He then went through a process of rebuilding and verifying the data. He believes all is OK now and will confirm with Edna tomorrow.
- Other Church PC needs
  - Malwarebytes – Chuck said we should install this software because of malware we have seen on the computer a couple of times. This will prevent that. He plans on doing this tomorrow.
  - Carbonite backup – Chuck plans on installing this backup product tomorrow so that we have offline backups in case we lose any files or data for whatever reason.
- Samuel moved downtown close to Duquesne where he goes to school.

**Pastoral Relations Committee:** no update**Program team:** John – team had met this month to plan activities for the next few months.

- October Fest – Oct 20<sup>th</sup> after worship service
- Prayer service for Prayers for the Nation – Nov 4<sup>th</sup> at 7pm for peace (day before election day)
- Samuel – Nov 9<sup>th</sup> – 7pm - concert and singer
- Christmas decorating after worship Nov 24<sup>th</sup>
- Christmas Party – Dec 15<sup>th</sup>

**Property:** Tom

- Paul purchased lumber to fix the ramp handicap entrance by the Chapel entrance.
- Tom is doing a walk-through with a contractor to determine major expense/projects for property. These numbers will be used by the Discernment Team to get costs estimates that will eventually be passed on to the congregation.

**Stewardship:** Need a volunteer to chair team.**Trustees:** Tom – Ed

- Spoke with real estate agent about appraisals for the church so information can be given to the Discernment Team.
- Somebody toured the church with Ed & Paul and recommended people for us to get an appraisal from. (Specialize in non-profit appraisals.) Cost is \$3,000 less 10% or \$2,700 for an appraisal. Takes 5-6 weeks. Trustees approved.
- Ed got comparable numbers for churches that sold in recent years. Some sold to other religious groups and some to private companies like for events or even torn down.
- Our lot is prime location.
- Properties sold maybe for maybe 50% of the value. 1.6 million is what ours is appraised at.
- Parsonage numbers would be what you see on Zillow etc. Would sell fast and probably more than it should because of being in Mt Lebanon.
- Backup load test revealed a repair was needed. It has been done at a cost of \$900 for boiler room.

**Worship:** no report

**Special Teams:** Discernment Team

- Kathy presented a slide show to the congregation in Sept.
- Working “WHY” – Serving Christ by empowering **connection, growth & service** to ease isolation within our community. – Calling people, bringing people together for meals or events.

**Old Business:** Google Workspace, team formed of John, Jane, Chip, Chuck, Lee Ann. Work has been done and hope to present something at the next board meeting. There are a number of technical issues that have to be finalized before we run a test pilot.

**New Business:**

Janet needs board minutes that gives approval for all Trustees names to be approved so they could sign checks from our PNC account. 5 of 6 are already on the list. Janet usually signs. Janet moved that the 6 trustees can be allowed to sign checks on the PNC account and it was approved.

**Those trustees approved are:** (Janet is also approved as Treasurer)

Ed Persinger

Mike Philippon

Ralph Scott

Tom Spray

Dan Wahl

Mary Jane Webb

Chuck Sargent closed in prayer.

Respectfully Submitted: Chuck Sargent

## Google Workspace for Non-Profits recommendation at July Board Meeting

### What does it cost and what are the benefits of using Google Workspace?

- ▶ There is no cost for Google Workspace for Non-Profits
  - ▶ A simple application which confirms we are a non-profit is all that is required
- ▶ Benefits
  - ▶ 100TB free storage per organization (30GB per user)
  - ▶ Create Shared Files to improve collaboration
  - ▶ Improves communication
  - ▶ Can be accessed anywhere using a computer or smartphone
  - ▶ Secure storage with two-factor identification
  - ▶ Integrates easily with Microsoft Word, Excel and PowerPoint
  - ▶ Shared calendar can be used for Worship (Elders, Worship Leader, Tech assignments)
  - ▶ Calendars can show when staff and leaders are out of town

### Pilot Project

- ▶ To determine if rolling out Google Workspace for MLCC as a whole, we are suggesting to do a Pilot Project which would pull together a team.
- ▶ This team would perform the initial setup and use the tools on a small scale for 30 days. During this time, the team may decide to pull in a couple of other people to help evaluate the feasibility and investigate other possibilities.
- ▶ At the end of the period, the team would give a report to at the September board meeting.