

Elder Leadership Team Meeting Report
March 21, 2011 6:30 p.m.

Elders present: Tim Imhoff, Rich Hartsock, Marty Kistler, Rick Neilsen, and Jerry Foote. We looked at a paper by T. J. Addington (EFCA Missions Leader) on "Three Things Every Senior Leadership Team Must Have." We decided that every team in the church should get a copy. We took time to pray for the church and its needs.

1. Vacation time for Associate Pastors: We looked at vacation and other benefits as it relates to our staff. Rather than make decisions piecemeal throughout the year, we will set aside a time to work on a manual of employment for our staff. We want to systematize all areas of benefits and define the provisions of time off, etc. Historically, Mulford has handled these matters informally, which has led to inconsistency. No changes were made in vacation time now.

2. Additional duties for Nic Hendriks, in light of increase in salary approved by the congregation. We discussed various possible ministries Nic could enhance by investing 3 or 4 hours a week. Some of the ideas require us to talk to the leaders of specific ministries about their preferences. We decided to add responsibilities to his job description of working with our Praise Teams and selecting music for Sunday mornings. (This is work that was being done by Pat Coss prior to her illnesses. The Worship Team has expressed a desire for Nic to work in this area.)

3. Master Calendar of known dates for the year: Sheila maintains a calendar, posted on the bulletin board outside her office. However, most ministries do not plan very far in advance, including the Elder Team. It is difficult to have a true picture of the calendar. We ask all ministries and all Ministry Teams to project dates for the year and get them on the calendar.

4. We are still trying to complete a contact list for leaders of all our teams, to improve communications. We collected some of this at the All-Teams Meeting in February, but we need information for people who were absent from that meeting, plus a couple of Teams (Outreach and Worship) that haven't turned in their sheets. We would like to have phones, cell phones, and emails for all ministry leaders and officers. The Elders asked Dave to circulate a list of the information he already has to the Elders and the Team Chairs, so they can fill in what is missing.

5. Plans for a new secretary after Sheila leaves (June 24, 2011). The Trustees are preparing an advertisement and application for the position.

6. Miscellaneous communication items:

Tim and Rich will team up to sponsor the Bond Fire Fellowship in April.

Marty will lead the Bond Fire Fellowship in July.

Rick will be absent for the next Elder Leadership Team meeting on April 6.

The next quarterly congregational meeting is Sunday evening April 17, 6:00 p.m.