

BROADWAY CHRISTIAN CHURCH  
BOARD MEETING MINUTES  
October 25, 2022

**PRESENT** - 24 Board members, 7 guests, 4 staff

**OPENING PRAYER** - Mary Cunningham

**INFORMATION ITEMS**

- A. **Priority Action Team Update** - Green Chalice/Ecological Stewardship  
\*Alan Forbis  
Report for upgraded lighting as attached was reviewed. Midway Electric to begin work the first part of November.
- B. **Priority Action Team Update** - Front Porch/Facility Enhancement  
\*Ed Stansberry/Craig Brumfield  
Ed explained that the "Front Porch" of the Church is more than just the front entrance/doors of the facility, but is everything included in providing a welcoming and positive experience at Broadway. The plan is designed in three parts - short term that includes the new interior and exterior banners, website update, site visits to other facilities, meeting with Randy Coil of Coil Construction, where Randy advised of needing a Master Plan. Medium range plans could include; such things as a sanctuary freshen/remodel, nursery and fellowship hall remodel, but would be contingent on the Master Plan to determine needs and relevancy of such projects. Large Scale visionary projects were presented as an outside-the-box overview of how the building would be used in the future to fit with the visioning plan and provide sustainability for the future. Some possible things could include the sale of property, tearing down and totally rebuilding/replacing the most aged middle portion of the building, could include space to be rented to community partners to help share the cost. Networking would be established with the City and County to assist in possible organizations for partnership. Once feasibility and needs were determined, work on the "Master Plan" could then begin. Ed stated that this phase would require Broadway to take a leap of faith as they did 64 years ago.
- C. **Church Emergency Procedures**
1. Department of Health and Senior Services brochures, Ready in Three, will be placed in the welcome center to encourage members to develop their personal emergency response plans.
  2. Flip charts have been placed in every room of the church giving specific instructions for that room for several types of emergencies. Weather emergencies and medical emergencies are the top priorities.
  3. Posters will be printed to show procedures in case there is ever an active shooter incident in the church. We recommend showing a short video on active shooter procedures at training sessions specified below. We recommend stating that there is a small chance of such an incident happening.
  4. We recommend that training for various types of emergencies be given to greeters, ushers, deacons, elders, sound booth people, etc.

5. In regard to Active Shooter events, we would recommend instructing our members on the following actions if an active shooter situation happens:
  - A. Run: become familiar with the exits in whatever room you are in. Do not stop running until you are a distance from the church. Don't stop in the parking lot. Call 911 when you can do so safely.
  - B. Hide
  - C. Fight. Fight is a last resort. If you fight, it is a good idea to throw things at the shooter. Do your best to stop them or at least slow them down.
  - D. Other options could be hiring off-duty police to be present. The police have been known to drive through our parking lot on Sunday mornings. Sometimes they park in the lot. Other options could include members carrying a firearm, although no strong support for this option. Teams could be put together to watch people carefully. Whatever is done along these lines need a lot of discussion by the Executive Committee and the Board. We want a welcoming atmosphere, but also a safe one.
6. We recommend training staff for emergencies like bomb threats, harassing phone calls, etc. Materials will be provided to have next to the phones to gather information in case an incident like these would happen.
7. We recommend adopting an overall emergency plan for the church such as fire drills etc. This will include more details that are needed for the leadership of the church. This plan should be reviewed annually.
8. We recommend establishment of a church emergency committee to keep abreast of new developments that would need to be considered by the church. One function would be to review the plan each year and train staff and church leaders yearly and/or as changes in staff and leadership occur.
9. Specific recommendations:
  - A. Purchase basic first aid kits to be placed in strategic locations. Four kits.
  - B. Purchase an additional AED to place near or in the CLC. We presently have one in the narthex and another in fellowship hall. Need to train and identify appropriate individuals to use AEDs
  - C. Church-wide intercom system, cameras on all outside doors and several panic buttons have been installed.
  - D. Consider door security on Sunday morning. (members at each door, greeters could serve this purpose with training)
  - E. Consider parking lot surveillance on Sunday morning.
  - F. Consider security during the week, panic locks, and ways to lock remotely, main concern for staff security. Some of this has been completed. See C. above.
  - G. Consider what it would involve to lock classroom doors in case of an active shooter.
  - H. Be sure we have either weather radios or weather alerts on our phones.
  - I. Invite outside individuals with expertise in emergencies to participate in our training sessions. Columbia police officer Andre Cook will make a presentation at our first scheduled training session at 6:15 pm on Thursday, November 3, 2022.
  - J. Provide online video on church website outlining basic emergency procedures. Perhaps key parts of the training session could be presented as an online presentation.
10. This report is submitted by the church emergency planning committee consisting of: Don Day, Dave Sleper, Ken Askren, Jeff Overfelt and Debby Graham.

## Ministry Area Reports

### **A. Children's Ministry - submitted by Leann Skinner/Kate Stecklein**

Pathways September unit on Jesus our Teacher was a hit with the kids, and we really enjoyed bringing in a guest speaker at the end of the month. The kids have started to get serious about memorizing their scriptures. We are working on some songs to sing for the congregation next year.

Worship and Wonder had a great kickoff and continues to have a steady attendance.

We tried a new program in September. A one-day VBS-style day on a day that CPS has. I school. We have had fantastic feedback from parents. They are so thankful for a safe, fun, and educational day. We had some families who normally do not attend Sunday school join us, and some visitors from the community. Because of the positive response we had another in October and have one scheduled for November 17. We will also continue next year.

We are getting ready for Trunk or Treat and the Christmas pageant.

### **B. Youth Ministry - submitted by Mike Crews**

Launched our new Sunday evening small group program with great success. Turnout and interest were high and remain so into our second series. Topics aligned to our core values and included: **MS:** Friendship and dealing with doubt and **HS:** Identity, passion, purpose, and "God Talk".

Hosted our first youth night of the school year entitled "Falling Up!" Night included outdoor games, chili dinner, s'mores and bonfire, music/message.

Sunday School holds strong on Sunday mornings in the loft. Began new course of study aligned to the "You Got to Get Out More" sermon series.

Youth Make a Difference Day - November 13

"Broad Reach" small group series launching November/December to engage MOM and Care Link as our topics of focus.

### **C. Deacons** - Ryan Grueber, Ellie Stansberry

Plans for Deacons to participate in the safety training on November 3.

### **D. Discipleship - Adult Ed/Small Groups - submitted by Martha Jolly**

New Discipleship committee has met twice. Sharing discussion about the purpose/scope of this committee and began some visioning discussion about priorities for the year ahead.

Hosted a September Broad Welcome night for new members and visitors.

Rick Frost's 5-week Sunday School series "Awakenings" launched, drawing great interest and turnout.

## FUTURE PLANS

Host another Broad Welcome. Offer a Disciples 101/Broadway 201 course before the end of the year. Advent prayer and study purchase an Advent devotional to promote church wide. Host opportunity for Sunday study and small group engagement for the season.

### **Discipleship - CareLink - submitted by Patsy Dalton**

We are so happy to say that the Spirited Singers are BACK! The group will be working together in the next couple of weeks and will soon be ready to sing at the Seasoned Spirits Christmas meeting. Then they will begin singing again in Care Centers. As we all know, COVID stopped a lot of activities, and those involving entering Care Centers were especially affected. So this is a big step for CareLink as we get the two ministries back up and running.

We encourage anyone who has some time to help with CareLink. We are always needing volunteers. Lately Handy Helpers has had a number of requests. This is a fantastic service to our entire church family, and we always try to help with any request.

We continue to try to keep up with our active church family and serve their needs. Unfortunately, we have had several large funerals lately, but somehow we always have enough helpers and enough food!

With the return of some ministry areas there is a need for additional volunteers.

## FUTURE PLANS

Our next CareLink ministry that will resume before long is visits to Care Centers. As we said, it is difficult to keep up with all the regulations in Care Centers, and, of course, the changes, such as merging care units within the facilities. But we are working toward getting our Carelink ministry back into those facilities. If you would like to play a role in this effort, just call Patsy at 573-356-6036! Thanks for all your support dear Board members.

### **E. Fellowship Ministry - submitted by Cheryl L. Shigaki**

Fellowship continues to provide a meal each month for the Sunday youth night.

Fellowship ministry will assist with food at the 10/30 Trunk or Treat event. A request for additional volunteers was made.

## FUTURE PLANS

No events scheduled in November aside from Youth Night.

FM welcomes ideas from the Board about ways to encourage new families to assist with FM events and/or manage the Chair role.

Recommend that the Ice Cream Social be bumped to September next year.

## **F. MOM - submitted by Jan Jones**

Shelter and Clothing Ministry - Room at the Inn will be providing overnight shelter at the City of Refuge in December and then move to a purchased location in January (old VFW building). RATI is hopeful that former host sites will sponsor food and volunteering during their traditional hosting weeks, which is January for Broadway.

The Wardrobe started selling winter clothing on October 5 and is seeing record sales.

Food Ministries - Mobile Food Pantry served 225 in August, and 283 in September. This is a big uptick and the Food Bank is seeing this at all their locations. The Ronald McDonald House meal served 40 in August. Loaves and Fishes meal will be served October 29. Broadway collected \$1,348 for the Crop Walk. Donations are being collected for the Blessing Box here, the Pantry at CELN, and for Thanksgiving packs at Central Missouri Foster Care & Adoption Assoc. Broadway hosted Church Women's United in October, and we provided refreshments.

We purchased four tables from Habitat budget and 30 hymnals for use at Sunday services at The Terrace. The residents were very excited and so appreciative.

## **FUTURE PLANS**

Reconciliation Ministry: Race Onward is planning a visit to the Columbia Cemetery: A program featuring Slave songs will be presented by Celestine Hayes on January 29. A trail of Tears pilgrimage is being planned for summer 2023.

Mission Trips: The Enlace video will soon be available for a viewing party and recruitment before the next trip will begin. Domestic mission trips are in the beginning planning stages.

Education: Broadway welcomed teachers back to school serving refreshments at their 1st staff meeting. Notes of encouragement to teachers and staff are being written. We will provide food for teachers during the fall parent/teacher conferences in November. For Festival of Sharing, 100 kits of both education and health have been prepared.

The Holidays: Tree of Hope begins November 13. Broadway will be the distribution center for the VAC Holiday program this year, and we will provide refreshments to the workers. Small groups are making plans to sponsor families. Broadway has committed to bell ringing for the Salvation Army on the Fridays and Saturdays in December from 10 am - 7 pm.

## **G. - Resources - Permanent Funds - Guy Adams**

A new brochure for permanent funds has been completed.

## **H. - Resources - Property - submitted by Ken Welty**

September 10th @ 10-12 church members gathered to clean up the homeless encampments that were discovered on Broadway Church's property. This was in response to a citation issued by the City of Columbia.

Property meeting on September 20 voted to approve bid from Midway Electric to upgrade lighting throughout church to LED (except for sanctuary and CLC).

Property meeting on September 20 voted to approve bid from Korte Tree Care to remove under brush and small trees at back of our property.

On Monday, September 26, John Poehlmann, Don Harter and myself walked the property and woods marking trees that we wanted to save.

Talked to Ken Butler (after he returned from vacation) @ middle of September for him to get the bus sub-committee back together to make some changes to policy that were recommended at last Executive Committee.

On Monday, October 3, met with members of the BCC Vision Action Team focused on inclusion and accessibility to complete a walkthrough of the church to note places that need to be addressed to better support people with disabilities. Took notes to share with Property Committee to start with some corrections.

On Saturday, October 15, had property workday.

### **I. WORSHIP - submitted by Deb Carr and Lynelle Phillips**

Information from Vicki Keeling-Wallace was shared regarding the calendar dates to prepare the sanctuary for Advent. Dates are included below. Committee members were asked to contact Vicki directly to sign up for specified days/times.

1. November 6-12, 2022, prepare and decorate the Tree of Hope; Sunday November 13, the tree is up in Narthex (1-2 people needed).
2. November 13-19, preparation of the large horizontal wreath for the Sanctuary. Time and date flexible during this week (3 people needed).
3. November 17, 9:00 - 11:30 am Fellowship Hall - Fluffing of the Greenery (10-12 people needed).
4. Sunday, November 20, 1:30 to 4:30 pm - prepare for Hanging of the Greens. Many hands needed!
5. December 18 is Poinsettia Sunday - Poinsettias will be in the office Thursday, December 15. (Need 2 individuals for Friday or Saturday to water, add plastic water pans and place flowers in the Narthex and Sanctuary.)

### **FUTURE PLANS AND EXPLORATION**

Currently, we offer three services on Sunday morning. Should we consider simplifying this schedule? Should we increase the number of unified gatherings?

**RATIONALE:** There is a collective energy when we are all gathered together for worship. How do we follow that energy found in larger, collective gatherings?

### **FUTURE PLANS**

Committee members emphasized the need to preserve the Sunday School/Discipleship/Small Group time and youth participation in worship. The Daybreak service likes the informality and discussion opportunity. What do we need to preserve within our worship experiences? What are the key elements for 9 am and 11:15 am? What will move us into the future to align our worship experiences with our mission, vision, and priority action items?

RATIONALE: Currently, we are stylistically oriented, with three services that offer a distinct “style” of worship which is primarily based on music, but also involves opportunities for small group discussion for the Daybreak service. These three services have a strong foundation and a strong history, beloved experiences for those who attend.

### **J. Personnel - submitted by David Holmes**

During the month of September 2022, lead minister, Mark Briley, shared with the committee discussions this ministerial team and the Executive Committee had regarding changing roles for Taby Lane and Chris Barron.

Taby dropped her small role with the youth program and began a more full-time position as Director of Technology. In recognition of the increased need for technology support of BCC ministry, Taby also received a salary increase.

With the increased use of volunteers in the area of technology and the sometimes conflicting time scheduling between full-time work and BCC needs, Chris Barron was thanked for his service and released from his part-time BCC position in technology.

By way of email confirmation, the Personnel Committee approved the suggestions and actions of the ministerial team which was further approved by the Executive Committee.

### **MEMBERSHIP REPORT - Ingrid Luckenbill**

Ingrid reported the following changes to membership: The addition of Jerry & Zola Edwards (10/9) and Delores Showalter (10/9).

The total membership (Active/Inactive) on October 31, 2022 is 636, with total Active Membership of 597.

### **FINANCIAL REPORT - Ingrid Luckenbill and Martha Head**

October MOM payments were made; everything in line.

### **EXECUTIVE COMMITTEE REPORT - Mary Cunningham**

Carla Espy was approved to replace Cheri Ghan; Chris Reed was approved as a bus driver, only a valid MO Driver’s License needed, approved the upgraded lighting plan, Taby Lane was approved as FT Tech Advisor.

### **ACTION ITEMS**

### **NEW BUSINESS**

### **MINISTER’S REMARKS**

Terry opened remarks saying she and Vicki Keeling-Wallace went to Amish country to gather mums and pumpkins for the fall decorations. Explained the new sanctuary banners depicting the 6 days of creation had been inspired by needlepoint pieces that were currently on display in the Narthex. Terry will be completing the last portion of her sabbatical leave, starting November 8 by taking a 10-day trip to Jerusalem. She thanked the church for providing her the opportunity.

John DeLaporte reflected on the Sunday Homecoming celebration and how it helped him to understand and relate more with Broadway as he approaches his 2nd year anniversary on staff. He is currently conducting 4-week mini series opportunities with the youth to focus on the Broad Heart, Minds and Reach of Broadway.

Mark Briley (upon request of Mary Cunningham) explained his comment of being an introverted person by saying he draws strength from being in solitude. He described Broadway as a beautiful and faithful church with the Homecoming celebration being reflective of what was done in the past as we move in the future. He thanked the Elders, who had met prior to the Board meeting to discuss and pray on the direction of the Church. Lastly, he shared photos of that evening's rainbow as sent to him by his son.

## **CLOSING COMMENTS**

**PRAYER - Robin Perso**

**Next Board meeting - December 13 @ 7:00 pm**

## GREEN CHALICE BOARD UPDATE – OCTOBER 25, 2022

### 1) Green Chalice Committee

- a. Lynelle Phillips (Co Chair)
- b. Alan Forbis (Co Chair)
- c. Sandy Stallman
- d. Steve Westigate
- e. Joe Horner
- f. Ed Varnum
- g. Addison Crews
- h. John Poehlmann

### 2) Disciples Home Mission-Overview

Disciples Home Mission (DHM) is a hands-on General Ministry of the Christian Church (Disciples of Christ). DHM lives into the Gospel of Jesus Christ by strengthening and developing partnerships, supporting congregational transformation, resourcing leadership development, sustaining faith formation, providing mission opportunities and advocating for justice, fairness, and equality for all God's children and creation.

### 3) Green Chalice program

The purpose of the Green Chalice Program is to encourage and assist local congregations/DOC Offices and Assemblies who wish to live out their faith by caring for creation. With the urgency of climate change impacting our neighbors and world right now, we have prioritized **Carbon Neutrality** while still inviting congregations to care for creation more generally. This program is designed to recognize congregations for being good stewards of God's creation. It also aims to empower congregations/assemblies with ideas and resources to enable them to walk gently on the earth. The program has two tiers. The first level is to become a Green Chalice Congregation/Assembly. The second level is to become a CERTIFIED Green Chalice Congregation or Assembly.

- a. Completed items
  - i. Recycling (some items still InProgress)
  - ii. Community garden
  - iii. Modernize water fountains
  - iv. Bike racks
  - v. Application to city for lighting rebates (accepted)
- b. In progress
  - i. Lighting upgrade does not include Sanctuary or Christian Live Center. Lighting Upgrade has been approved and contract awarded to Midway Electric. We estimate that total project will be around \$38000 with a rebate back from City of around \$9500. At this time, we expect the project will be initiated in November. We are also looking at upgrading the outside lighting and currently getting cost estimates. Hopefully, we will at least be able to replace large wattage HIDs with equivalent

LEDs. Expect almost 50% reduction which will significantly reduce electrical usage since on every night.

- ii. Investigating charging stations
- iii. Investigating solar
- iv. Expanding use of programable thermostats
- v. Providing Green education
- vi. Provide Green guidance for future construction

#### 4) Green Chalice Certification

The purpose of the Green Chalice CERTIFICATION Program is to support and recognize local Disciples congregations, ministries, and assemblies who wish to respond to God's call to guard and protect creation. This program is designed to empower current Green Chalice Congregations, Ministries, and Assemblies to expand their current creation care work, to be leaders in creation care, and to recognize how they are impacting local and global communities. The Green Chalice CERTIFICATION program is a four-step process that begins with commitment and education and ends with achievement and recognition.

**Step 1: Commitment.** Become a Green Chalice congregation/ministry/assembly. This involves the following actions: **1.** Create a Creation Care Team, **2.** Adopt the Green Chalice Covenant, **3.** Make any three changes the helps your congregation, ministry or assembly walk more gently on the earth

**Step 2: Setting Goals.** Set goals in all areas of the church, ministry or assembly. These goals should incorporate both new and existing programs and should be set based on the church's overall achievement goals. The areas are: • **Building/Facility** • **Grounds/Property** • **Worship and Office Practices** • **Education/Outreach/Justice**

**Step 3: Implementation.** Implement the goals the creation care team set in each of the four areas (see Overview). The implementation of these goals may take 18 months to 2 years as programs as projects are created and established.

**Step 4: Achievement.** The final step of the program is for a congregation/ministry/assembly to achieve its goals and to receive its certification. Certification will be awarded once the final application is received and reviewed. The CERTIFICATION application should include: 1. An easy-to-follow form with all of the achievements and the earned points 2. A narrative that describes the whole process and each achievement 3. The signature of the creation care team and the senior pastor 4. Contact information including an email address, phone number and mailing address. The creation care team will be notified by email of CERTIFIED status and then will receive a certificate and beautiful plaque in the mail. The name of the congregation, ministry or assembly will be added to the growing list on the website.

#### 5) Green Chalice Covenant

*As children of God and followers of Christ Jesus, we covenant to:*

**Worship** God with all creation and pray for the healing of the earth.

**Study** the climate crisis and engage others in climate solutions.

**Repent** and forgive for the harm we have inflicted on the earth that sustains life.

**Advocate** for eco-justice public policies and witness by living sustainable lifestyles.

**Rest** in God's good creation and invite others to delight in nature.

Main focus is getting lighting upgrade completed and get Green Chalice Certification for our congregation.

## Emergency Plan for Broadway Christian Church

October 2022

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  - j. Provide online video on church website outlining basic emergency procedures. Perhaps key parts of the training session could be presented as an online presentation.
10. The church emergency planning committee consisting of submits this report: Don Day, Dave Sleper, Ken Askren, Jeff Overfelt and Debby Graham.