

# PCA Leadership Council Minutes for October 21, 2017

## 2 PM CDT

Opening Prayer and Reflection – Gina Pond – reflection on unconditional love.

Approval of Previous Month's Minutes – unanimously approved.

Approval and/or additions to the Agenda – unanimously approved.

Treasurer's Report – Matthew Self, Treasurer

- Balance and Finance Report – Finances are the same as they have been.
- Changing banks update – we are working on changing to a bank that will allow us to work remotely without having to have a physical location to change contacts and officials. **Matthew** is working on getting this switched. Approval to move to **Regions Bank** has already been given by the LC. This should be completed within the next couple of weeks. Officers will need a form filled out with a notary public to get things changed at times of LC switchover.
- **Matthew** has recommended a switch to Stripe as a processor instead of PayPal for collecting dues and donations through Wild Apricot. Stripe is far easier to deal with than PayPal and has non-profit specific rates.
- Budget Updates – No current updates.

### Ordination Reports and Approvals

- Set up schedule of quarterly ordination reviews – this will be a separate meeting from the regular LC meeting. This will be focused ONLY on ordinations and review and discernment of candidates.
  - Possibly make a separate session w/ Ord. Com person in attendance?
- Acceleration for Ken Szeto (because of illness)

### Facebook Group Updates

· We will be establishing a committee or group to regularly review the Covenant and update it as necessary.

- Admins lead by example. Not everything needs to be removed that is ugly. When admins respond with compassion and firmness it shows others how to respond and it actually works.
- Admins setting and enforcing boundaries is not wrong, arrogant, or exclusive.
- We will be establishing a Secret Group for the PCA Admins to keep records on. The LC will be Admins on this group. Other admins will only be members.
- We will create an admin agreement for all PCA admins. **Fred-Allen** will create this and send it to the LC. This will eventually be added to the PCA membership handbook.
- We will be scheduling a Facebook Covenant Google Hangouts call and invite all admins to it. We will hash out the Covenant and review it and see what changes need to be made.

### **Old Business**

- **Chaplaincy update** – The LC is waiting to hear back final official approval for the ability to endorse chaplains as an organization! Thank you to **Beth Abbott** for taking charge of this!
- **Wild Apricot Update**
  - **Matthew** and **Gina** are working on implementation of Wild Apricot as a membership and record keeping system.
  - **January 1, 2018** is the deadline for implementation of the new system!
- **PCA Google Drive Update** - Google for Nonprofits: <https://www.google.com/nonprofits/>
  - As a non-profit we can get the entire Google suite for very little money or possibly free and we can apply for grants from Google for up to a \$10,000 grant for ads.
  - This includes email, a YouTube channel, and the entire Google Suite.
  - **Fred-Allen** will look more into this.
- **Set start dates for people to start paying dues** – this will happen in-line with Wild Apricot implementation.
  - Compile list of websites for acceptable background checks
  - The LC will be implementing a separate mailing list for paying members. This will make it easier to get things for elections, etc, to active members.

- People in the ordination/affiliation process now will only need to pay their membership fees in 2018. This is when we will begin to have people paying for the full ordination fees, etc.

- **Documents**

- We have a number of documents that need to be created. The LC will be looking for volunteers to help creating and organizing these things.
- What types of documents does Wild Apricot accept (pdf/doc/etc)? **Matthew** believes that this is all handled by fillable online forms. Once he figures out what is needed **Matthew** will be reaching out for volunteers to help. We know we need an ordination form, affiliation form, church form, and lay member form.

### **New Business**

- Election of Chair and Treasurer
  - Nominations ended, election begins 10/17
    - **Jerry Joyce** and **Gina Pond** are running for LC Chair
  - Need someone to regularly post to Facebook to ensure votes.
    - **Matthew Self** is running for LC Treasurer
- Establishing Committees to allow for people to become involved.
  - Established: Ordination Mentoring Committee
    - This is chaired by **Lyle Devine**
  - Other committee possibilities?
    - Ministerial Support Committee
    - Fundraising and Scholarship Committee
    - Annual Meeting Committee
    - Social Media Committee

**Approval of Next Meeting Day and Time** – November 14, 6:30 PM CST

**Closing Prayer**