



Grace Lutheran Church & Grace Christian School

Leadership Assembly Administrative Council, Elders, Senior Ministry Staff

Administrative Council Notes: March 25th, 2019 @ 6:30 p.m.

Council Members Attending: Jack Anderson, Ron Carter, Bob Glaser, Monty Miani, Jill Saliba, Brian Miliate

Elders Attending: Kevin DeCew, Jack Anderson, Matt Arnold, A.J. Brumfield, Dean Richmond, Ron Carter

Senior Staff Attending: Pastor Pete, Pastor Scott, Ben Elliott, Patti McDonald, Kara Warner, Vanessa Lippman, Michelle Quezada, Ronae Cherkin,

Devotion & Opening Prayer: Kevin DeCew

Meeting Purpose and Background: Jack Anderson opened with a discussion of how duties were spread to others in absence of an Administrator.

Presentation of Interim Organizational Proposal from Senior Staff: Pastor Pete discussed feelings amongst Senior Staff.

Discussion & Questions for Clarification of the Proposal: Brian questioned if the issue was not organizational but authoritarian and what are the issues with the current structure? Ronae's concern was: What does this look like? On several occasions members from both Senior Staff and Elder's commented a trust issue. Every council member re-iterated that they trust and appreciate the senior staff. Both Jill and Monty stated that trust was not the issue and that we wanted further clarification. Each Senior Staff member gave the group feedback as to how they felt about the proposed structure offered by Senior Staff. Not all Senior Staff was in favor and their feelings were heard. Senior Staff felt they could handle the work load although they stated they all work long hours and are frustrated. Moving forward with the proposed structure meant some Senior Staff members talents may be compromised. The new suggested structure proposed by Senior Staff means realigning some duties and supervisory roles. Also the new structure would mean making a change without financial interest until it is fit into the budget for the new roles for the staff and leads.

Org Chart Positions: Kara presented group via slides proposed alignment of duties with each Senior Staff Member listed and their proposed duties. No Pro's or Con's listed. Kara stated they have been working on this org chart for sometime but have not finalized anything. Additional questions and comments were had by all. Personal feelings were also heard. Suggested responsibilities were reassigned to existing staff with some tasks still up in the air.

Concerns for Action: Senior Staff expressed both them and their families a sense of burnout and not being compensated for it but continued to present the structure that may help them without making any new hires. Monty expressed his concern for staff burn out and we need to work on budgeting for an Administrator. Brian questioned Ben making the changes he feels necessary without title changes. Michelle concerned with not having the title before the authority. Pastor Pete concerned with meeting with the staff to help suggest plans



or changes that are not necessarily adopted. Brian concerned meeting budgetary goals to give longevity to the ministry. Ron requested Action for an Individual Financial plan with a set time period. Dean asked that since it does not change our current budget why not try the Senior Staff's structure and see how it goes.

Action on the Proposal:

- **Action by Elders:** Kevin Motioned to Approve Structure as presented by Senior Staff. A.J. Second the motion. All attending Elders moved to approve action unanimously.
- **Action by Council:** Jack asked for a motion to approve the staff organizational structure as presented by Senior Staff. Brian moved the motion. Ron 2nd the motion. Brian, Ron, Jack and Bob voted to approve the motion. Monty voted no. Jill abstained.

Proposed Structure was approved on an Interim Basis, pending the Policy Based Governance development process.

Closing Prayer Pastor Pete closed with prayer @ 8:55p.m.

Adjournment to next Administrative Council meeting to: Monday, April 8th, 2019 at 6:30 p.m.