

# Charlotte Church of Christ Administrative Meeting Minutes – Monday November 11, 2024

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Members Present		Members Absent
Shawn Hubbard, Minister	Mike Hicks, Deacon	Cindy Grant
Jeff Frank, Deacon	Will Wade, Chair	
Amy Radabaugh, Treasurer	Allan Fisher, Secretary	
Mike Tanner, Deacon	Dave Walton, Elder	
Amanda Grecni		

- Meeting was called to order at 7:00 PM with prayer by Mike Hicks
- The Church finances were presented by Amy Radabaugh.
  - Checking account balance - \$16,245.36
  - Savings account Balance - \$28,073.16
  - Benevolence Ministry Balance - \$22,251.00
  - Building Improvement Balance (Sign) - \$22,549.61
  - Net Income vs Expense YTD (\$10,289.43)
  - Budget for YTD +\$8,092.50, -127.1% to budget

### New Business

- Discussion about doing a building painting for the outside led by church members in Spring 2026
- Exit signs in the church, repair and replace is needed. Shawn Hubbard will obtain quote for this and provide to Administration Team for offline approval to purchase.
- Small team was created, Will Wade, Dave Walton, Shawn Hubbard, Amanda Grecni to formulate a church job description for Luke Carnahan to present to him by the end of this year.
- Discussion that Luke's ½ tuition that church pays is not needed for Spring 2025 semester, so Administration team made a motion and approved (unanimous) to move funding from tuition reimbursement to cover a portion of his room and board instead.

### Old Business

- Luke Carnahan – Role after graduation in Spring 2026
  - Do we continue with other new interns when he completes?
    - Roles could be Associate Minister, Outreach Minister, Youth Pastor
    - Need to resolve by early next year to allow Luke to pursue other jobs while finishing school next year.
  - Financial impact of interns and a position for Luke.

- Need to include in 2026 budget if hiring Luke for position, which includes our expectation for his salary
  - Add Luke to Administration Meeting invitee when his schedule of classes allows
- Church insurance
  - Dave Walton and Shawn Hubbard met on October 2024 with Pierce-Carter Agency, Inc regarding Church insurance with Brotherhood Mutual.
  - Updated insurance includes an umbrella, deductible of \$5,000, all current coverage, new coverage of all church leadership team
  - Savings to Church for new coverage is \$1,529.00 per year.
  - Motion made by Dave Walton and 2<sup>nd</sup> by Mike Tanner to approve moving to new insurance with umbrella and \$5,000 deductible. Unanimous approval by Administration Team.
  - Boilerplate form available at Insurance Website to cover each driver of the Church Van. Needs to be filled out prior to using van.
- Snow removal Contract
  - Kenyon and Sons, Estimate by 2pm on 11/12/2024
    - Per service estimate received - \$300 / service 2-4 inches of snow
    - Salting - \$150 / service
    - Excess of 4 inches is additional \$80 / service
  - Reviewed past Winter Season Cost from 2022/2023 (\$5,400) and 2023/2024 (\$4,040) Note: This was per push when snow removal was needed
    - 2024 Contract for Snow removal and de-ice
      - 2-4" of snow - \$180
      - 5-7" of snow - \$210
      - Over 8" of snow - \$240
- Safety Committees
  - List of Drivers will now be covered by the new insurance policy
- Greeter Policy
  - Policy is completed
  - Cindy Grant to do the training Need to determine when this is scheduled.
- Portable trailer #3
  - Amy Radabaugh and Will Wade to contact Consumer Energy to ensure that power to trailer is disconnected/shutoff

Meeting was closed at 8:10 PM with closing prayer from Shawn Hubbard.