

Governing Board Meeting  
Wednesday, May 26, 2021 7-9pm  
Grace Hall

<b>Welcome/ Call to Order</b>	Cydney Philbin	7pm
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Opening Prayer	Dick Wood, Jr.	2 min
Building Community First	All	20 min
Sharing of Joys and Pastoral concerns	All	2 min
Approval of April 2021 Meeting Minutes	All	2 min

<b>Reflections/ Announcements</b>	Cydney Philbin	3 min
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**Reports**

Senior Minister	Glen Miles	10 min
Financial/ Operations	Paul Anderson	
Early Childhood Report	Ryan Nicoll	

**Unfinished Business**

**Strategic Planning**

Strategic Planning Research Overview

- presentation of survey results, trend data and initial themes

	Pam Shisler	30 min
Facility Summary	Glen Miles	15 min

**New Business**

New Church Auditor vote	Jason Milligan	5 min
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**Closing**

Closing prayer	Glen Miles	1 min
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<b>Adjournment</b>	Cydney Philbin	
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June GB Meeting: June 23 Presentation of Strategic Planning  
Team recommendations



**Governing Board  
Key Takeaways  
May 2021**

1. Summer worship schedule has changed slightly, with Sunday services at 9:00 am in tent at North parking lot, 10:00 am in South Sanctuary, and 11:00 am in North Sanctuary. The schedule may change based on attendance. The tent in the North parking lot will be utilized for several activities throughout the summer. Check the website, review the weekly emails, or call the Church for more details.
2. The Strategic Planning Team had a weekend retreat to review all the data obtained. The Team is working to summarize their findings in a preliminary report to the Board this summer.
3. Financially, the Church continues to enjoy strong financial performance. Pledges continue to be above budget, although this trend is expected to decrease throughout the summer. Expenses remain below budget. Our cash position remains solid.
4. We continue to monitor the CDC and other sources for the best and safest practices with respect to the COVID virus. If vaccinated, masks will not be required in worship or other gatherings, unless children are involved. We encourage those who are concerned about their safety to continue to be masked. Akita will follow recently issued guidelines from the CDC and ACA which will require masks for certain activities, mostly when in larger groups and check-ins.

**First Community Church  
Governing Board Meeting  
Grace Hall  
May 26, 2021**

**ATTENDEES:** Cydney Philbin, Chair, Jodi Patton, Past Chair, Alice Finley, Vice Chair, Tricia Baxley, Molly Hagkull, April Howe, Deb Humphrey, Steve Mushrush, Ryan Nicoll, Pam Shisler, Doug Torrance, Andrew Wildman, Joe Bull, Shah Hasan  
**Ex-officio:** Glen Miles, Jason Miller, Treasurer  
**Absent:** Sally Hughes, Stacy McVey, Dick Wood, Jr., Paul Anderson

#### **OPENING/CALL TO ORDER**

Chair, Cydney Philbin called the meeting to order at 7:01. Ryan Nicoll gave the opening prayer. Cydney called on each member to answer the following question. Other than spending time with family, what is the one thing you like to do that puts a smile on your face?

There was sharing and joys and pastoral concerns.

#### **APPROVAL OF APRIL 28, 2021 MINUTES**

Deb Humphrey made a motion to approve the April 28, 2021 minutes. Doug Torrance seconded the motion, and the motion passed unanimously.

#### **REFLECTIONS/ANNOUNCEMENTS**

Cydney asked those attending to listen carefully to Pam's presentation of Strategic Planning Data/Research Overview. Cydney also asked everyone to listen to the link she sent from Adam Hamilton and Glen's sermon of May 23<sup>rd</sup> to be prepared to discuss the future.

#### **REPORTS**

Cydney called on Glen Miles who highlighted a few items from his report. The worship schedule changed slightly from his last report. There is now a 9 am Online Service (recorded previously), a 9 am North Tent Service, 10 am South Sanctuary in person service and 11 am North Sanctuary in person service. There is no 5:30 pm service planned for this summer. The schedule will be carefully reviewed and adjusted as needed.

Glen shared information about the upcoming BBQ that now has 187 registrations. The Foundation is covering the cost of this event.

Due to the absence of Paul Anderson, Executive Director of Operations, Jason Milligan, Treasurer, gave a brief financial report and answered questions.

Ryan Nicoll, liaison to the Early Childhood Council, shared a few items from her report and answered questions.

**UNFINISHED BUSINESS**

Pam Shisler presented the Strategic Planning Data/Research Overview which included Community Research, Appreciative Inquiry/Small Group Meetings, All Church Survey, Trends, Governing Board Research and Facilities Overview. There was discussion and Pam answered questions. The committee will continue to meet to finalize their report to present to the Board at the June meeting.

**NEW BUSINESS**

Andrew Wildman made a motion to accept Schneider Downs, as the new firm to do First Community Church and First Community Foundations audits. Steve Mushrush seconded the motion. The motion passed unanimously.

**CLOSING**

Glen Miles gave the closing prayer. Cydney Philbin adjourned the meeting at 8:58 pm.



**First Community Church  
Governing Board Meeting  
Grace Hall– 7:00 PM  
April 28, 2021**

**ATTENDEES:** Cydney Philbin, Chair, Jodi Patton, Past, Alice Finley, Vice Chair, Tricia Baxley, Molly Hagkull, April Howe, Deb Humphrey, Steve Mushrush, Ryan Nicoll, Pam Shisler, Doug Torrance, Andrew Wildman, Dick Wood, Jr., Sally Hughes, Shah Hassan, Stacy McVey, Joe Bull

**Ex-officio:** Glen Miles, Paul Anderson

**Absent:** Jason Milligan, Treasurer

**Guests:** Lynne Ayres

**OPENING/CALL TO ORDER**

Chair Cydney Philbin called the meeting to order at 7:03. She then asked April Howe to give the opening devotions. Cydney then called on each member of the Board to share a meaningful event in their life that occurred in one of First Community's sites. There was then a sharing of joys and pastoral concerns. Glen offered a brief prayer in support of Shah Hassan

**APPROVAL OF March 24, 2021 MINUTES**

Motion was made to approve the March 24, 2021 minutes by April Howe and seconded by Dick Wood, Jr. Motion passed unanimously.

**REFLECTION/ANNOUNCEMENTS**

Cydney thanked everyone for attending in person. She talked about how great it is to finally be able to be together. She then thanked Alice Findley for her preparation for tonight's meeting and Jodi Patton for her ongoing efforts related to the strategic planning.

Cydney then reviewed the work of the Strategic Planning Team to date. She also reviewed the schedule going forward for the adoptions of the strategic initiatives.

**REPORTS**

Cydney called on Glen Miles, Senior Minister who highlighted a few items from his report. The in-person worship schedule has gone well so far, and people are practicing the appropriate social distancing and masking. We will not be requiring reservations going forward. The plan is to add services in June to approach a full worship schedule. Planning for the capital campaign is underway with Ginny Barney as our chair. Glen briefly updated the Board on Susan Langner's transition and that he is in discussion with a clergy candidate for an interim pastoral care position. He then talked about some efforts underway regarding a community justice task force or committee. It is in the preliminary stages of discussion. Lastly, he mentioned that the Program Staff is now meeting in person with great collaborative planning for the summer. Glen then answered a few questions.

Paul Anderson, Executive Director of Operations reviewed the March 2021 financial statements and his operations report. Paul mentioned that there is remodeling and updating going on at South and Akita, mostly due to support from the Foundation. He also updated the Board on the new Covid guidance and how the staff is implementing. He then answered a few questions.



A motion was made and seconded to approve the revisions to the Statement of Values of the Financial Structure Review Task Force that were requested by the Foundation Governance Committee. The motion passed unanimously.

Alice Finley then gave a brief report on the Personnel Committee, which was held on prior to this meeting.

#### **UNFINISHED BUSINESS**

**Governing Board Bylaws** - A motion was made by Stacy McVey and seconded by Pam Shisler to approve the Bylaws that were presented last month. A brief conversation was held regarding a few minor grammatical corrections. The motion passed unanimously.

#### **STRATEGIC PLANNING**

Pam Shisler gave a brief update on the results on the appreciative inquiry process. She reviewed the charts that were in the Board packet. She then talked about the immediate steps the Strategic Planning Team is undertaking.

Alice Finley then provided instructions to the process for other churches and friends visit discussion. The Board then broke of into small groups to discuss the information provided in the packet. The full Board then re-convened and each group shared key points from their discussions.

#### **NEW BUSINESS**

There was no new business.

#### **SHARING OF PERSONAL JOYS, PASTORAL CONCERNS**

Several spoke up asking for prayers for their family or friends.

#### **CLOSING**

Glen Miles offered a closing prayer. At 9:22 pm. Cydney then adjourned the meeting.

Respectfully submitted,

Paul R. Anderson, Secretary

Dear Members and Friends,

As we began to focus on 2021 last fall, we thought it might be as challenging as 2020 due to the uncertainty of when in-person worship and other activities could resume. Obviously, the vaccination has allowed us to hold some of these activities sooner than we expected, knowing we can do so safely. This has also allowed us to forecast our costs with more clarity.

The financial results through March 31<sup>st</sup> are on the First Community website and can be viewed [here](#). As you can see, we are ahead of budget by \$280,311 and are significantly in the black. Allow me to add some comments regarding our 2021 financial results:

1. Our financial picture always looks very good in the 1<sup>st</sup> quarter of each year due to approximately \$350k of pledges recognized in January but are received in the fall of the prior year.
2. The budget assumed \$1.9m of pledges for 2021, which is lower than prior years. That amount is now supported by actual pledges of \$1.93m. The overage is a cushion as about 3% of our pledges go unpaid each year.
3. Pledge receipts have been strong so far in 2021, partially due to prepayment of pledges, but we have also experienced better than expected pledge receipts in the first quarter. We expect a slowing of collections in the late spring and early summer which will bring us closer to budget.
4. We have a multi-year grant from a donor family to cover certain personnel costs. Usually that grant is received in June, but this year it was received in March.
5. Expenses are running \$60k below budget so far. This includes heavier than expected utilities and snow removal during January and February. Otherwise, we have been able to operate with expenses below what we thought.

As we go into the Summer months our costs will increase. As more in-person worship and other gatherings are planned, we will need additional facilities staff and supplies. Akita Summer Camp is expected to break even due to enrollments being limited to 75% of normal. Additionally, we will be incurring extra costs for Covid safety measures including nurses, kitchen help, cleaning supplies so that our camp can operate safely. The Foundation has supported Akita operations by funding a grant for a large tent. This will allow groups to gather outdoors to avoid using the Main Lodge building. Mary Evans and the Early Childhood programs have both been operating at 75% of capacity, but we are hopeful of easing restrictions come this fall could help improve that level of capacity.

Our cash position is in good shape presently. You may have heard that the Payroll Protection Program money we received in 2020 (round one) was fully forgiven by the Small Business Administration, and we qualified to receive additional funds under a second round of the PPP program. That money is now being held in reserve until we are able to understand the final rules for the forgiveness of these funds and to make the best decision as to their use.

As mentioned above, summer is a slow time for receipt of pledges. Help First Community by keeping your pledge current. We are always thankful for the financial support of the congregation. As always, if you have any questions regarding First Community's finances, you can contact Paul Anderson, Executive Director of Operation, or me by clicking [Paul](#) or [Jason](#).

Sincerely

Jason Milligan, Treasurer



Financial Dashboard  
April 30, 2021

	Budget Annual	Budget for This Month	Actual for This Month	Variance for This Month	Budget YTD	Actual YTD	Variance YTD	2020 YTD
Pledge Revenue	1,915,000	131,250	148,080	16,830	840,000	1,012,785	172,785	990,853
Sanctuary Offering	35,000	2,418	460	(1,958)	15,197	460	(14,737)	9,817
Fee Supported	1,893,783	141,644	151,197	9,553	712,787	666,219	(46,568)	570,060
Program and Facilities	176,495	14,362	40,909	26,547	54,779	67,365	12,586	66,696
Gifts and other Support	503,237	23,377	17,965	(5,412)	157,700	299,340	141,640	238,752
<b>Total Revenue</b>	<b>4,523,515</b>	<b>313,051</b>	<b>358,610</b>	<b>45,559</b>	<b>1,780,463</b>	<b>2,046,169</b>	<b>265,706</b>	<b>1,876,178</b>
Fee Supported	1,784,094	107,366	147,175	(39,809)	460,397	479,052	(18,655)	440,685
Ministries and Programs	419,791	34,287	31,319	2,968	118,524	115,134	3,390	182,459
Facilities and Administration	1,027,251	84,939	50,263	34,676	348,135	275,243	72,892	331,239
Salaries and Benefits	1,292,379	108,272	111,968	(3,696)	432,304	435,626	(3,322)	509,515
<b>Total Expenses</b>	<b>4,523,515</b>	<b>334,864</b>	<b>340,724</b>	<b>(5,860)</b>	<b>1,359,360</b>	<b>1,305,055</b>	<b>54,305</b>	<b>1,463,897</b>
<b>Net Change</b>	<b>0</b>	<b>(21,813)</b>	<b>17,886</b>	<b>39,700</b>	<b>421,103</b>	<b>741,114</b>	<b>320,011</b>	<b>412,280</b>

All Funds - Actual	Current Month				Year to Date			
	Operating	Donor	Capital	Total	Operating	Donor	Capital	Total
Total Revenue	358,610	34,714	30,037	423,361	2,046,169	116,817	30,421	2,193,407
Total Expenses	340,724	29,754	57,430	427,908	1,305,055	101,469	199,084	1,605,608
<b>Net Change</b>	<b>17,886</b>	<b>4,960</b>	<b>(27,393)</b>	<b>(4,547)</b>	<b>741,114</b>	<b>15,348</b>	<b>(168,663)</b>	<b>587,799</b>

Cash Balance	620,596	1,068,789	450,017	2,139,402
Change from prior month	(61,772)	13,171	(27,392)	(75,993)
Line of Credit			5,711,626	



Use of Pledge Dollars YTD	Effect to Pledge		
	Revenue	Expense	\$
Pledge Revenue	1,012,785		1,012,785
Sanctuary Offering	460		460
Fee Supported	666,219	(479,052)	187,167
Program and Facilities	67,365		67,365
Gifts and other Support	299,340		299,340
Ministries and Programs		(115,134)	(115,134)
Facilities and Administration		(275,243)	(275,243)
Salaries and Benefits		(435,626)	(435,626)
	2,046,169	(1,305,055)	741,114

## Attendance

### Online Viewing

Date	9:00 AM	10am	11am	Streaming 9	Streaming 10	Streaming 11	Special Service	Weekly Total	Average
4/18/2021	639		453	136		86		1314	2031
4/25/2021	678	277	357	121	68	106	260	1867	2022
5/2/2021	486	210	249	84	48	95	210	1382	1986
5/9/2021	451	296	379	86	86	136		1434	1957

### In Person

Date	Special Service	In Person	Weekly Total	Average	Notes
4/25/2021	80	146	226	182	Third Grade Bibles
5/2/2021	70	120	190	184	BOW Sunday
5/9/2021		118	118	171	
5/16/2021	110	124	234	181	Fourth Grade Communion

### Glen's Bible Study

Date	Facebook	Streaming				Total
4/20/2021	1200	91				1291
4/27/2021	261	43				304
5/4/2021	241	55				296

## AKITA

5/11/2021

Session name	Male	Female	Total	Returner %	Capacity	Waitlisted	
1,2,3...Akita AM	30	33	63	6	64	23	
1,2,3...Akita PM	7	15	22	0	64	0	
<i>1,2,3...Akita Subtotal:</i>	<i>37</i>	<i>48</i>	<i>85</i>			<i>23</i>	
Family Camp	(23 families)		94		100		
Backcountry B1 (6th-9th)	6	4	10	100	10	4	
Backcountry B2 (9th-2021 Grad)	5	4	9	100	10	3	
Backcountry B3 (6th-9th, Boys only)	10	0	10	57	10	0	
Backcountry B4 (6th-9th)	6	3	9	78	10	1	
Backcountry B5 (9th-2021 Grad)	6	4	10	70	10	0	
Backcountry B6 (6th-9th, Girls only)	0	9	9	33	10	0	
Backcountry B7 (6th-9th)	6	2	8	50	10	0	
<i>BC Subtotal:</i>	<i>39</i>	<i>26</i>	<i>65</i>			<i>8</i>	
LIFE Guard A (2021 Grads, only)	6	11	17	100	16	0	
LIFE Guard B	5	9	14	100	16	9	Girls
LIFE Guard C	4	10	14	100	16	3	Girls
LIFE Guard D	6	8	14	100	16	1	Boy
LIFE Guard E	9	6	15	87	16	0	
LIFE Guard F	0	6	6	100	16	0	
<i>LG Subtotal:</i>	<i>30</i>	<i>50</i>	<i>80</i>			<i>13</i>	
Session 1 (9th-2021 Grad)	15	50	65	89	40 (B) / 72 (G)	0	
Session 2 (7th & 8th)	30	55	85	60	40 (B) / 72 (G)	0	
Session 3 (5th & 6th)	41	67	108	39	40 (B) / 72 (G)	4	Boys
Session 4 (7th & 8th)	34	66	100	52	40 (B) / 72 (G)	0	
Session 5 (5th & 6th)	40	47	87	27	40 (B) / 72 (G)	7	Boys
Session 6 (3rd & 4th)	38	49	87	20	40 (B) / 72 (G)	0	
Session 7 (9th - 2021 Grads)	27	39	66	76	40 (B) / 72 (G)	0	
Session 8 (7th & 8th)	41	50	91	51	40 (B) / 72 (G)	2	Boys
Session 9 (5th & 6th)	40	72	112	44	40 (B) / 72 (G)	22	3-Girls; 19-Boys
Session 10 (7th-8th)	29	60	89	66	40 (B) / 72 (G)	0	
Session 11 (5th & 6th)	40	72	112	52	40 (B) / 72 (G)	59	9-Girls; 50-Boys
Session 12 (3rd & 4th)	40	72	112	21	40 (B) / 72 (G)	9	9-Girls
<i>SC Subtotal:</i>	<i>415</i>	<i>699</i>	<i>1114</i>			<i>103</i>	
<b>Total: All, except Family Camp</b>	<b>521</b>	<b>823</b>	<b>1344</b>			<b>147</b>	

Full, WaitList Status  
Within 5 of WL Status

Governing Board  
Early Childhood Council report  
5/26/21

The Early Childhood Council is a group of volunteers in the congregation, often parents of young children. They organize and volunteer for several activities and events throughout the year focused on the early childhood population. Leigh Anne Easterling, Director of Early Childhood Ministries and Mary Evans Child Development Center, is the staff representative of this council.

Parent Growth is a fellowship/parenting education group that typically meets weekly at South Campus. Various topics are covered and the conversation centers around support and guidance to parents of young children. This group is open to all parents of young children (through elementary school). Recently, Alayna Pierce, the Director of First Community Preschool has led the group. Guest speakers may be invited to join for specific topics. In recent years, the time and frequency of this program seems to have not been meeting the needs of the congregation, so it is being reassessed to ensure it is meeting the needs of the community. There have been virtual offerings during this past year. Additionally, there are several parent education opportunities offered each year. These center around Early Childhood and K-5 ministries.

The Early Childhood Council has three primary special events each year:

**Harvest Hullabaloo** is a fun-filled autumn activity which includes games, crafts, and snacks.

**Pajama Story time** is centered around storytelling and is a fan favorite for kids as they can come in their pajamas! This event was offered virtually this year and was a big success.

**Down on the Farm** has multiple activities including options for children to interact with live animals and games. This event typically includes dinner.

The council also discusses the early childhood education programs: First Community Preschool and the Mary Evans Child Development Center. Both programs offer excellent early childhood education and care. Many of the teachers have been with these programs for decades.

Childcare during worship is typically offered during in-person worship. Consistent caregivers provide care to children typically separated by age. A lead teacher is assigned to each class with parent volunteers offering additional support. With the recent return to in person worship, childcare is now offered, and registration is required.

~Respectfully submitted by Ryan Nicoll

First  
Community

# Strategic Planning Data/Research Overview

Governing Board Meeting

May 26, 2021



# Strategic Planning Research

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**PART 1**

Community Research

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**PART 2**

Appreciative Inquiry/ Small Group Meetings  
All Church Survey

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**PART 3**

Trends

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**PART 4**

Governing Board Research

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**PART 5**

Facilities Overview

# Community Research

The SPT interviewed 23 local community leaders involved in education, government, business, real estate, and philanthropy to discover what trends they believe will be impacting our community in the next 3-5 years.

Governing Board Meeting

## GROWING DIVERSITY

Our communities, Hilliard, Dublin, Grandview, are experiencing growing diversity, families are changing

## LOCAL MISSIONS & SOCIAL SERVICE NEEDS

Our local communities are experiencing, and will continue to experience social service needs, hunger, mental health issues, housing

## COMMUNITY GROWTH

The communities we serve are growing, and getting younger. Family dynamics are changing.

## SOCIAL DIVISION

Political polarization is creating a great divide. Racial inequality is being addressed in all areas of our community, what about church?

## ALTERNATIVE WORSHIP

Secularization: faith-based living intertwined with community and socialization

## OTHER

Young folks looking for small group engagement



# Appreciative Inquiry Small Group Meetings

The SPT interviewed almost 300 FC members and conducted 25 small group meetings to gather input from the congregation through the Appreciative Inquiry process. We were able to connect with approximately 10% of our membership.



# Appreciative Inquiry & Survey Results

## Identified Themes:

Embrace Social  
Consciousness

Facilities

Community Engagement

Small Groups

Commitment to Youth  
and Young Adults

Adapt worship to connect  
with the community in a  
way that is spiritually  
meaningful

### OTHER AREAS FOR CONSIDERATION

Governance

Finance

Stewardship


Music

Burkhart Center



# trends....

The SPT has collected and reviewed significant trend data relating to national church and religious affiliations, as well as trends within our own organization. We have also collected and reviewed other resources including editorials, articles and publications .



## **NATIONAL CHURCH & RELIGIOUS AFFILIATION TRENDS**

Mainline Christian affiliation is declining, 36% of Millennials are unaffiliated



## **LOCAL DEMOGRAPHICS**

Central Ohio population is continuing to grow. The local communities we serve are getting younger and more diverse. Couples are waiting to get married, if at all.



## **FIRST COMMUNITY TRENDS**

Our pledging units and total pledge dollars continue to decline. We have less participants in our Youth program and Sunday worship attendance. We are engaging more people via Social Media outlets

# Facilities Overview

	South	North	Akita
Acreage	5	20	1,200
Buildings	3	1	39
Sq. Ft	77,000	62,000	Not available
Year Built	1910-1953, with addition in 2019	1991 with additions in 1995, 2003, 2019	1950 with almost complete rebuild in 1996 and new cabin in 2021
Parking	54	450	Not meaningful
Replacement Value	\$18m	\$28m	\$6.1m
Capacity	900, with Weist Room	1,000	225



# Needs -next 3-5 years

## South

- Enhanced security for Early Childhood classrooms
- Handicap accessibility for Annex and Lincoln Road
- Window replacement
- HVAC
- Tuckpointing

## North

- HVAC – Grace Hall
- Roof – Grace Hall

## Akita

- Windows and Doors – Main Lodge and Dining Hall
- Replacement of Sky Valley and Dogwood

# Costs

	South	North	Akita
Occupancy Costs	\$350k	\$350k	\$300k
Capital improvements	\$80k	\$30k	\$105k