

# ARVADA COVENANT CHURCH

## LEADERSHIP TEAM MEETING MINUTES

DATE	September 16, 2025	MEETING TYPE	Leadership Team	SECRETARY	Brian Rodriguez for Sara Brown (absent)
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LEADERSHIP TEAM MEMBERS			
Susan Palmer, Chair	Brian Rodriguez, Vice Chair	Steve Smee, Treasurer	Sara Brown, Secretary, <i>absent</i>
Ed Stehouwer, <i>absent</i>	Evelyn Simmons	Pastor Jodi Moore	Pastor Brian Rhen

AGENDA ITEM	NOTES	OWNER
<b>CALL TO ORDER &amp; ROUTINE BUSINESS</b>		
<b>Call to order and opening prayer</b>	Susan called the meeting to order at 6:03 PM. A quorum was established.  A time was devoted to corporate prayer.	Susan Palmer
<b>Secretary Report</b>	The August, 2025 Leadership Team meeting minutes were reviewed.  <b>ACTION: The August, 2025 Leadership Team meeting minutes were accepted as edited.</b>	Brian Rodriguez
<b>Treasurer's Report</b>	Steve shared the financials for August, 2025. Steve highlighted that expenses were high last month due to quarterly benefits, \$68,000 for the fire suppression repair, and \$6,000 in net loss for the church retreat, The Feast. Undesignated giving was up slightly. The cash balance is down due to CD rollovers at a lower interest rate. FY25 year-to-date has a net loss, but this is typical in summer months.  <b>ACTION: The August, 2025 financials were accepted.</b>	Steve Smee
<b>Co-Lead Pastors' Report</b>	Pastor Brian's Report <ul style="list-style-type: none"> <li>The Ecclesiastes sermon series is underway.</li> <li>Congregants are invited to attend our Community Hour, with studies including Ecclesiastes, Rooted, Welcoming the Stranger, and various small groups.</li> <li>Brian noted that the Leadership Team and staff need to develop how to practice ACC's Active Shooter procedure.</li> <li>The Pastoral Encouragement Team (PET) suggests a potential need for an HR Committee.</li> </ul> Pastor Jodi's Report	Jodi Moore and Brian Rhen

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	<ul style="list-style-type: none"> <li>Jodi shared feedback from the all church retreat, The Feast. Attendees noted enjoying the speaker and fellowship, with room for improvement on the food.</li> <li>Together, Pastors Brian and Jodi are working on ACC staff development, staff values, work rhythm, goal setting, calendaring, and how to work with volunteers.</li> </ul>	
<b>Property Task Force (PTF) Update</b>	There are no new updates this month, as we are waiting on the buyer's detailed plans and documents to be sent to the PTF for their review.	Brian Rodriguez
<b>Financial Campaign</b>	Pastors Brian and Jodi presented to the Leadership Team five strategic goals to normalize giving and generosity. Feedback was solicited.	Jodi Moore and Brian Rhen
<b>Staff Child Abuse Policy</b>	Following feedback from the Leadership Team, the team affirms the policy with the edits discussed to present to staff.	Jodi Moore
<b>Salary Increase Parameters</b>	<b>ACTION: The Leadership Team approved Salary Increase Parameters</b>	All
<b>Leadership Team Member Elections</b>	<p>In 2026, we will have three openings due to Luke Ringenberg's departure, the end of Steve Smee's term, and the inclusion of the additional Leadership Team Member slot.</p> <p><b>ACTION: The Leadership Team approved adding another Leadership Team Member slot in 2026 to increase additional Leadership Team input and ensure quorum is met with scheduling conflicts.</b></p>	All
<b>Ray's Retirement</b>	Jodi reported on plans for Ray's retirement party.	Jodi Moore
<b>Monthly Meet a Leadership Team Member Feedback/ Questions</b>	There were no questions received from the congregation, but feedback was received regarding gratitude for the Leadership Team.	All
<b>Adjournment</b>	The meeting was adjourned at 8:21 pm with prayer.	All