

**ARVADA COVENANT CHURCH**  
LEADERSHIP TEAM MEETING MINUTES

<b>DATE</b>	February 25, 2026	<b>MEETING TYPE</b>	Leadership Team	<b>SECRETARY</b>	Sara Brown
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<b>LEADERSHIP TEAM MEMBERS</b>			
Susan Palmer, Chair	Brian Rodriguez, Vice Chair	Sara Brown, Secretary	Matt Triplett
Ed Stehouwer	Evelyn Simmons	Pastor Jodi Moore	Pastor Brian Rhen
Megan McKay			

<b>AGENDA ITEM</b>	<b>NOTES</b>	<b>OWNER</b>
<b>CALL TO ORDER &amp; ROUTINE BUSINESS</b>		
<b>Call to order and opening prayer</b>	<p>Susan called the meeting to order at 6:08 PM. A quorum was established.</p> <p>A time was devoted to corporate prayer.</p>	Susan Palmer
<b>Leadership Team Application Forms Discussion</b>	<p>Pastor Brian opened this time by welcoming new members, Matt Triplett and Megan McKay, to their first Leadership Team meeting. Brian highlighted the value of community within the Leadership Team, and invited members to share their personal faith stories and hopes for Arvada Covenant.</p>	All
<b>Secretary Report</b>	<p>The January, 2026 Leadership Team meeting minutes and the January, 2026 Congregational meeting minutes were reviewed.</p> <p><b>ACTION: The January, 2026 Leadership Team meeting minutes and the January, 2026 Congregational meeting minutes were accepted as edited.</b></p>	Sara Brown
<b>Treasurer's Report</b>	<p>Jodi presented the financials and addressed questions that will be submitted to the accountants for clarification.</p> <p>Jodi highlighted the \$91,460 budget variance and provided additional context. The Leadership Team voted in a previous meeting to commit \$128,000 of a \$150,000 estate gift to the</p>	Jodi Moore

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	<p>building reserve fund. Because of this, the financial statements show a \$128,000 expense that is not an expense but a transfer. In reality, the staff has spent \$27,000 less than budgeted.</p> <p>The building reserve fund was reviewed and currently holds a \$180,000 balance against a needed balance of \$3million. It is suggested that the church contribute \$200,000 per year.</p> <p><b>ACTION: The January, 2026 financials were accepted pending questions.</b></p>	
<b>Leadership Team Approvals</b>	<p>The slate of Leadership Team officers was discussed. Susan Palmer is willing to continue serving as Leadership Team Chair. Brian Rodriguez is willing to continue serving as Vice Chair. The Leadership Team opened up opportunities for members to serve as Secretary and Treasurer; Susan invited members to consider this role and follow up with interest.</p>	Susan Palmer
<b>Leadership Meeting Schedule March Through June</b>	<p>Dates were set for upcoming Leadership Team meetings as follows:</p> <p>March 17, 2026 – Leadership Team</p> <p>April 21, 2026 – Leadership Team</p> <p>May 19, 2026 – Leadership Team</p> <p>June 16, 2026 – Leadership Team</p> <p>June 28, 2026 – Congregational Meeting</p>	Susan Palmer
<b>Midwest Conference – April 17 and 18, 2026</b>	<p>The Midwest Conference of the ECC will be held on April 17 and 18, 2026. ACC is able to send 4 voting delegates. Brian Rodriguez, Matt Triplett, Evelyn Simmons, and Susan Palmer will attend.</p>	Susan Palmer
<b>Youth Director Job Description</b>	<p>Pastors Brian and Jodi have met with parents following the resignation of Student Ministries Director, JDrew McGovern. Jodi and Brian will coordinate the program until a new hire is made. A job description was reviewed and approved for advertisement starting next week.</p>	Jodi Moore and Brian Rhen
<b>Adjournment</b>	<p>The meeting was adjourned at 9:20 pm with corporate prayer.</p>	All