Our Mission is to enable persons to encounter the living God as disclosed through Jesus Christ, to serve and celebrate God in an ever-changing society.

BROADWAY CHRISTIAN CHURCH

Board Meeting

July 22, 2025

**PRESENT -** 2 Staff, 20 Members, 5 Guests

Sarah Taylor Peck, Andrew Taylor Peck, Melanie Karrick, Scott Gray, Carla Espy, Debbie Henderson, Chuck Watts, Carol Sulltrop, Dan Miller, Brent Ghan, Martha Jolly, Adrienne Black, Barb Stephenson, Patsy Dalton, Ken Askren, Kristen Crews, Mike Crews, Stuart Smith, Bob Whittet, Todd Rausch, John Cassels, and Marilyn McCreary

**PRAYER -** Melanie Karrick

**INFORMATION ITEMS**

**INTRODUCTIONS -** Board Members

Board members introduced themselves and stated their positions.

**MISSION STATEMENT** - Melanie Karrick

**CODE OF ETHICS OF BOARD MEMBERS -** Melanie Karrick

Melanie stressed the importance of discretion in relaying information to members of the congregation.

**CONDUCTED BY PARLIAMENTARY PROCEDURE -** Melanie Karrick

Ken Askren tells the Board that the By-laws Committee is considering eliminating Robert’s Rules of Order as the format for conducting our meetings. The hope is to conduct meetings in a simpler fashion while still keeping on task and maintaining order.

**WHERE DO YOU FIND . . . ?**

Most Church-related information can be found in Broadway Life, on the website, on Realm, or in Broadway Weekly.

**SUBMITTING INFORMATION FOR BOARD MEETINGS**

In the future, reports for the Board meetings will be requested three weeks before the meeting. The committees will then have one week to submit to the office.

**MINISTRY AREA REPORTS**

1. **CHILDREN -** Barb Stephenson

RECENT DEV ELOPMENTS

* VBS is planned for July 14 - 18. We have 54 signed up. Aftercare will also be provided for the afternoon. Special thanks to all of the volunteers and Chelease Parks who helped in the preparations and helped out with this special week for the kids.
* The Children’s Ministry Committee and Youth Committee will be having a joint monthly meeting starting in August. It is felt that due to the overlapping in programming, this would be beneficial for both departments in planning.
* Sunday School attendance has been down in recent weeks. Family summer vacationing and two families (5 children) leaving Broadway appear to be the main reasons for this decline.

FUTURE PLANS

* July 23 we will be having a Family Movie Night/
* August 17 we will have a “Brunch and Blessings” which will include the blessing of the backpacks during worship services with brunch after.

Post-VBS update: Over $700 was raised for Coyote Hills. Barb would also like to thank Catherine Wallis for all of her hard work during VBS.

1. **YOUTH -** Mike Crews

RECENT DEVELOPMENTS

* Youth Committee met April 24. We had a productive discussion around several key areas: roles and expectations, communication and engagement, program development and structural support.
* High school youth enjoyed an intense and competitive round of Putt Putt at Mid-Way Golf and Games.
* We had a successful Youth Sunday as we said goodbye to our seniors.
* Youth enjoyed an ice cream bar and enjoyed fellowship at the Taylor Peck’s for First Sunday’s youth group.

FUTURE PLANS

* Summertime youth activities TBD. We plan to offer monthly activities for youth

fellowship.

1. **DEACONS -** Dan Miller, Brent Ghan

RECENT DEVELOPMENTS

* 12 communion prep Deacon teams and 40 serving Deacons were selected for the 2025-26 term. We had excellent attendance (36) at our June 14 training. Rev. Sarah shared her vision of what it means to be a Deacon. We then had a time to share something about ourselves, shared an overview of Deacon responsibilities, discussed safety practices and toured the facility to locate tornado shelter areas and visited the new office spaces. We finished with a walk-thru of worship responsibilities. At this time, we standardized practices and shared them with all Deacons. Many thanks to Linda and Stuart Smith for leading the communion prep Deacon training and Brent Ghan for leading training on home communion/Unbridled Living services.
* Makeup training was held June 22 and was also well attended.
* Schedules were shared, and an email/phone list was created in order to make it easy for Deacons to contact each other for trading service dates or other needs.

FUTURE PLANS

* Our previously open Deacon slot has been filled; however, we now have another opening, so we are still one Deacon short.

1. **DISCIPLESHIP -** Martha Jolly

RECENT DEVELOPMENTS

* Our team hasn’t met since our last report.

FUTURE PLANS

* We will solicit leadership for special, short term (4-6 weeks) classes to be offered as part of Fall Kick-Off.
* Adult Discipleship team is seeking additional team members.
* The Committee will be meeting on Thursday.

**CARELINK -** Patsy Dalton

RECENT DEVELOPMENTS

* Another super busy month for Carelink as we assist the ministers in caring for our Church family.
* As we have said before, of the 12 CareLink ministries with “Church Family’s Caring for Church Families” these five are the most often called upon:

1. Meals - Often requested or offered for an individual or a whole family.
2. Calls of Concern - Our way of checking in with families to find out what additional needs they may have after surgeries or loss of a loved one or any other life changing events.
3. Cards - This is one way that people know others in our church are thinking of them. We have been sending out at least 100 cards per month, and they are all personal support from our own church family.
4. Prayers - As you can imagine, this CareLink ministry goes into overdrive as soon as we hear of a need. Our Prayer Circle and others in the church family call or let us know of upcoming events that may need prayer.
5. Flowers - We bring at least four floral arrangements to church families each week. The large arrangement at the front of the chancel is broken down and rearranged for the people on our monthly list.

* We always urge all of you to keep us updated and involved as you hear of families or individuals who may need help at any time.
* While our ministers were on their trip, our own ministers in our congregation worked with CareLink to serve any needs that might arise. It is so impressive to see how all of work together so seamlessly.
* CareLink should always be in a “recruitment phase”.
* We are in need of more vases. They can be delivered to the kitchen.

**E. ELDERS -** Eric Lybeck-Brown, Lynelle Phillips

RECENT DEVELOPMENTS

* New slate of Elders began. Very excited for the mix of experience and new leadership.

FUTURE PLANS

* Elder Retreat is scheduled for July 26 at Rockbridge Christian Church. It will be a time of team building, spiritual renewal and orientation.
* Will be moving forward with a Shepherding Team model. Allows an Elder/Deacon pair to shepherd a group of members.
* Designed to ensure information moves smoothly both outward (from ministers/leadership out to members through the Shepherd Teams) and inward (prayer and other needs/celebrations coming back to ministers/leadership through the Shepherd Teams.

**F. FELLOWSHIP -** Marilyn McCreary, Tina VanNess - No report

**G. MOM -** Stuart Smith

RECENT DEVELOPMENTS

* Broadway sent a donation of $5,000 in support of a special request from Julian Jackman for the summer leadership program at P.E.A.C.E.
* Volunteers served 142 families in May and 104 families in June at the Mobile Food Pantry.
* June 29 Noisy Offering raised $581 for the Food Bank of Northeast and Central Missouri.
* July 13 Hearts for Carts event for Worldwide Mobility. Broadway had 3 decorated carts.
* Fiscal year 2025-2026 MOM distribution amounts to charities due to be discussed at the July 21 MOM Committee meeting, and the preliminary budget will be set.
* July’s Mobile Food Pantry was cancelled due to hot weather.

FUTURE PLANS

* Next Mobile Food Pantries are July 23 (cancelled) and August 27. Craig Brumfield is bringing a group from Veterans United to serve at the August 27 Mobile Food Pantry.
* Habitat for Humanity Garage Sale is April 11, 2026.
* Noisy Offering on August 31, 2025.
* Volunteer opportunities at:

The Wardrobe

Worldwide Mobility

Room at the Inn

Mobile Food Pantry

**H. PROPERTY -** Todd Rausch

RECENT DEVELOPMENTS

* A/C unit in the loft was not operating. Scott Fritz was contacted and repairs were made.
* A/C unit in the CLC was not operating. (Repairs and parts are covered under warranty.)  
  Outdoor worship outlet was not working. Midway Electric was called and has been repaired.
* CLC classroom was leaking from the roof. Coil Construction has notified Watkins Roofing. No ETA yet.
* Ceiling in the narthex has a water issue in the ceiling. Coil Construction has notified Watkins Roofing. No ETA yet.
* Two cracked windows in CLC classroom have been ordered. NO ETA yet for installation.
* Working with BCC office to review door access via card or key code. A new system will be installed 7/21.
* Reviewing internet proposal from “Personalized Computers.” (Sonic WALL TZ 370 TotalSecure Upgrade Network Security Appliance Plus Essential Edition - 3 year subscription) (Less $200 discount if ordered by July 25) for a total invoice of $1595
* Placing signs on the office doors to notify basement groups of new security system.
* Placing signs on the office door to “Not Prop Door Open”.
* Placing signs in the CLC to ensure classroom doors are closed when not in use.
* The bus is in need of repairs.

1. **PERMANANT FUNDS -** Ken Askren - Nothing to report

**J. WORSHIP -** John Cassels

This committee has a new chair and vice chair. They would like feedback from each service as to what is working and what is not working.

**K. PERSONNEL -** Adrienne Black

RECENT DEVELOPMENTS

* Exit interview completed on May 30 for Kloee Cardenas, Associate Director of Children’s Ministry, who resigned effective May 18.
* Exit interview completed on July 10 for Rev. Dr. Chelsea Parks, Director of Youth Ministry, who resigned effective July 18.

FUTURE PLANS

* Staffing for Children and Youth Ministries

**MEMBERSHIP REPORT -** Carla Espy

For the period May 28, 2025, to July 17, 2025. we added 8 new adult members and 3 children. We report 7 losses (David Wallace, Vickie Keeling-Wallace, Gina Hall, Allison Hall, Jessica Williams, Dan Williams, Sawyer Williams, Adelaide Williams). Total active members: 477. Total active and inactive members: 513.

**FINANCIAL REPORT -** Debbie Henderson

We ended the fiscal year 2024-2025 with a deficit of $65,813.97. The funds to cover this will come from the PPP. The balance of the PPP account ($17,949), along with $11,131 Staff Allocation and $80,715 Prior Year Net Activity will be used to balance the 2025-2026 budget (total of $109,795).

As of 6/30/25 we have received 176 pledges totaling $752,302.88 (compared to last year of 196 pledges totaling $835,159.14). The average pledged amount for 2025-2026 is $4,274.45 (compared to $4261.02 last year).

**FINANCIAL SECRETARY -** Robin Perso

I have requested a meeting with Nancy Welty to become more familiar with her thoughts and ideas on Broadway’s current financial situation and what she sees as priorities to address in the coming fiscal year. Although I have a good general understanding of several of the financial issues facing Broadway, I’m not an accountant. I believe it will be helpful to gain a better understanding of what Nancy considers the most important aspects of the Financial Secretary position.

**EXECUTIVE COMMITTEE REPORT -** Melanie Karrick

RECENT DEVELOPMENTS

* New Exec team met and reviewed purpose of Exec Board and Ethics, focused on confidentiality and collaboration.
* Identified need for process and policy on members violating ethical guidelines and termination in membership. Will task this to the Safe Conduct Committee.
* Discussed the need for new chair of Memorial Garden Committee and possible members for the role. Board chair will appoint the chair, who will select committee members.

FUTURE PLANS

* Begin process to clarify roles and responsibilities.

QUESTIONS FOR OR REQUESTED ATTENTION OF THE BOARD

* Please submit a list of committee members of each committee and ministry area.
* Please submit any documents currently used for description and policy or procedure. If none, we will work with Vice Chair, Scott Gray, to develop
* Request for a small group to begin to identify what metrics are currently tracked by congregation or staff and what additional data we could use.

**NEW BUSINESS**

The chair and vice chair of the Memorial Garden Committee have stepped down. Ken Askren has agreed to serve as chair.

**ACTION ITEMS**

Andrew Henshaw has agreed to serve as Deacon and Joy Powell as Elder. Todd Rausch moves to accept and Marilyn McCreary seconds. The motion passes.

A Pastoral Relations Committee has been formed. Members are: Joy Powell, Leila Willmore, Jay Self, Linda Wikoff and Bob Whittet. This is a prayer and communication circle. The meetings are 90 minutes in length and consist of one elder and 4-5 congregants. The purpose is feedback, support and prayer for the pastor. They will choose their chair, and the commitment is for one year. Adrienne Black moves to accept the formation of this committee. Barb Stephenson seconds. The motion passes.

Ken Welty moved that the 2025 Permanent Funds of $24,000 be allocated to underwrite some of the needed funding for the current 2025-2026 vacant open associate positions. Mike Crews seconded, and the motion carried.

Todd Rausch tells the Board that at this time there is no outside interest in using our Church as a daycare facility. We are certified for ages 2+.

Work is on-going in establishing a rental policy for groups using our facilities to hold their group meetings. There are currently 5 groups using our basement and 2 have dropped out.

Those currently using along with their rates are:

* We Want to Live (Sunday) $80/month
* Serenity (Saturday) $75/month
* Serenity (Wednesday) $100/month
* Live or Die (Monday & Tuesday) $90/monthly
* Nueva Vida (Sunday) $240/monthly

Going inactive is:

* Keep It Simple, $47/month
* Just for Today, $25/month

It was moved by Todd Rausch and seconded by Bob Whittet that we grandfather these 5 groups in at their current rates. An amendment was made by Martha Jolly and seconded by Ken Askren that the rates be reviewed after one year. Both the amendment and the motion passed.

The Trevors’ long-term music school contract is being rewritten, and new rates established. Maria is currently out of the country and unavailable to review this proposal. Property is proposing that we charge them $7,650/annually to include use of the music hall and four classrooms (29 times a year from September to May), custodial fees, and two student concerts a year. Concerts will incur additional charges for custodial and sound. Anything outside of 29 dates and 2 concerts will be charged full cost for a BCC member. Offsetting a portion of this would be four Harp and Healing events totalling $3,400 (Property would pay for up to $3,400 for their performances) for a net of $4,250.

Ken Askren moved that the Board approve the proposed rental contract between BCC and Maria Trevor, subject to modifications negotiated between BCC and Maria Trevor, which thereafter will be submitted to the Executive Committee at its August 2025 meeting for final approval without further Board consideration. John Cassels seconded the motion, and it passed.

Nueva Vida Iglesia Pentecostal who uses our facilities at noon on Sundays would like to put up a poster containing the Hispanic church logo, times of service and phone number on the very top corner of the building. Stipulations have been made stating nothing permanent or difficult to remove will be permitted.

**MINISTERS’ REMARKS**

**LEAD PASTOR -** Rev. Dr. Sarah Taylor Peck

RECENT DEVELOPMENTS

* 36 pastoral care visits, one-on-ones and hospital visits
* Hosted June youth group - water sports and relays - 22 in attendance
* Attended Columbia Disciples Clergy gathering June
* Welcomed 13 new members June 1
* Welcomed Terry and Jeff Overfelt back to BCC with a planned ritual and liturgy June 1
* Worked weekly with youth intern Caty Wiggins
* Helped lead Family Night in June with Be the Neighbor mission group
* Co-led Deacon training, Saturday, June 14
* Formed PRC to launch in August 2025
* Participated as song and skit leader, VBS 2025

FUTURE PLANS

* Elder retreat planned, July 26, 205 - Rockbridge Christian Church
* Working with 17 individuals in discernment for membership at Broadway
* Planned Membership Class, Sunday, July 27, 12 noon
* Planning a Joining Sunday/Call to Discipleship on Sunday, August 3, with currently 6 folks confirmed to join
* Taking vacation days, August 27, 28, 31

**ASSOCIATE PASTOR -** Rev. Andrew Taylor Peck

RECENT DEVELOPMENTS

* I participated in the worship services on June 1 (1) and June 8 (3), June 22 (2), June 29 (2) . I preached and was the sole pastor for all three services on July 13. I co-hosted youth group at our house on June 1 with 19 youth present
* I organized the schedule for the coming year, held a training and coordinated the ushers/greeters/welcomers team
* I attended the Children’s Ministry Family Night on June 25, conducted my weekly check-ins with Chelease and Catherine, I organized the Elder home communion team for June 8. I continued attending the following committees, meetings and small groups (staff meeting, MOM, Property, LGBTQIA, Exec team, Adult Discipleship, Children’s Ministry, Youth Ministry, Seasoned Spirits, Sisters in Study, Bob Evans Men’s Group, worship planning
* I made pastoral visits to 30 Church members at their homes before and post-surgery at University Hospital, MOI, Boone Medical Center, Women and Children’s Hospital.
* I participated in 4 meetings with the Personnel Committee facilitated conversation
* I worked closely with Chelease to support her efforts hosting the Mission Team for Be the Neighbor June 22-25
* I volunteered with VBS July 14-18 during the opening and closing ceremonies as a song and dance leader, as the photographer and slide show organizer and supported the rotational classes
* I filled in the worship bulletin information and updated the prayer team with prayer requests each week
* My legal case was settled on July 1. All charges were dropped. I have a clean record, will be removed from [Casenet.com](http://casenet.com) and am required to serve 20 hours of community service at the Humane Society before January 1, 2026

FUTURE PLANS

* Preach the last 2 sermons in the July song-writer series: July 20 (The Son Sets You Free, John 8:31-33), July 27 (Let Us Rejoice, Psalm 118:1,5-9, 21-24)
* Time out of the office: Wednesday, May 28; Thursday, May 29, Monday, June 30; Tuesday, July 1; Wednesday July 2; Sunday, July 6; Monday, July 7 (7 days in 2024-2025), Tuesday, July 8; Wednesday July 9; Thursday, July 10 (3 days in 2025-2026). Total days used in first year (16 of 20 vacation days, 4 of 10 professional development days)

The Board meeting was adjourned and a closed Board meeting was held.

Submitted by Carla Espy, Secretary

Next Board meeting - September 23, 2025 at 6:00 pm