

Cathedral of Hope
Board of Stewards Meeting
July 28, 2025

Agenda

Regular Session

<u>Activity</u>	<u>Action</u>	<u>Time</u>
1) Call to Order/Roll Call/Opening Prayer		
2) Agenda Approval	Action	1 min
3) Consent Agenda Approval	Action	5 min
4) Committee Updates Discussion	Discussion	15 min
a) Committee Members and/or Board Committee Liaisons		
5) Finance Report	Discussion	15 min
a) Brian Lewin and Randal Langdon		
i) Combined Financial Statement attached		
ii) Treasurers Report attached		
6) Church Report	Discussion	30 min
a) Rev. Dr. Neil G. Thomas		
7) Continuing Business	Discussion	15 min
a) Lighting project		
b) Columbarium project		
8) New business	Action	5 min
a) New housing allowance designation for Rev. Jeremy Rose		
9) Adjourn	Action	1 min
10) Congregational Questions		

Consent Agenda Items

- 1) Acceptance of 6.23.25 meeting minutes
- 2) Board Working Sessions:
 - i) 6.23.25 Executive Session
 - (1) Approval to enter into negotiations to have a cell tower placed on Cathedral of Hope property.
 - (a) Jon Nelson – Motion to approve contract negotiations
 - (b) Dusty Darrow – second
 - (c) Motion passes
 - ii) 7.17.15 Working Session
 - (1) Meeting Minutes: Attached
- 3) Acceptance of committee reports, where applicable
 - a) Strategic Planning: Report not submitted
 - b) Personnel: Report not submitted
 - c) Development: Attached; No Recommendations
 - d) Bylaws: Report not submitted
 - e) Building & Grounds: Report not submitted
 - f) Congregational Enhancement: Attached; No recommendations
 - g) Finance Committee: Attached; No recommendations

Cathedral of Hope
Board of Stewards Meeting Minutes
June 23, 2025

Regular Session

Attendance

Dana Goodenow (Chair)
Dusty Darrow (Vice-Chair)
Greg Gifford
Brian Lewin
Jon Nelson
Vicki Saulnier
Doug Waite
Angela Whorton
Rev. Dr. Neil G. Thomas

- 1) Call to order/Opening Prayer
 - a) Dana Goodenow called the meeting to order at 7:11 PM
 - b) Greg Gifford took the roll call (8 present, 1 absent)
 - c) Rev. Dr. Neil G. Thomas opened with prayer
- 2) Agenda
 - Motion: Approve Agenda
 - Made by: Doug Waite
 - Seconded by: Angela Whorton
 - Vote (Y/N/A): 8/0/0 – Motion Approved
- 3) Consent Agenda
 - Motion: Approve Consent Agenda
 - Made by: Angela Whorton
 - Seconded by: Vicki Saulnier
 - Vote (Y/N/A): 8/0/0 – Motion Approved
- 4) Acceptance of April 28, 2025 meeting minutes
- 5) Acceptance of reports
 - i) Strategic Planning (February 2025 report)
 - ii) Personnel (No report)
 - iii) Development (No report)
 - iv) Congregational Enhancement (May 2025 report provided live by Jay Williams)
 - v) Bylaws (No report)
 - vi) Building & Grounds (No report)
- 6) Financial Report – Presented by Randal Langdon presented financial reports
 - a) All finance reports are up to date as of closing on May 25, 2025
- 7) Church Report--Rev. Neil proposed revisiting the 2020-2025 strategic plan, presented increasing in-person worship attendance numbers contrasting many national trends
 - a) Chuck Kruger-Norcross provided an update on Sources of Hope online marketing and sales expansion and reported an increase of 15% revenue YTD and increase spend for those outside of the DFW complex using the online Sources of Hope store.
- 8) Recommendations/Motions from Committees
 - a) None
- 9) New Business
 - a) Motion: Lighting project--Call up Building and Grounds Committee for input and recommendations to the board
 - Made by: Vicki Saulnier
 - Seconded by: Angela Whorton
 - Vote (Y/N/A): 8/0/0 – Motion Approved
 - b) Motion: Accept the audit worksheet provided by the Finance Committee
 - Made by: Dusty Darrow

- Seconded by: Doug Waite
- Vote (Y/N/A): 8/0/0 – Motion Approved
- c) Motion: Columbarium Project—Call up Building and Grounds Committee for input and to make recommendations to the board.
 - Made by: John Nelson
 - Seconded by: Brian Lewin
 - Vote (Y/N/A): 5/1/2 – Motion Approved

Motion to: Adjourn meeting.

Made by: Angela Whorton

Seconded by: Vicki Saulnier

Vote (Y/N/A): 8/0/0 – Motion Approved

Meeting Adjourned – 9:10pm

Meeting Minutes Prepared by: Greg Gifford – Board Member

Meeting Minutes Reviewed by: Dana Goodenow – Board Chair

Board Approval: Pending July Meeting

CATHEDRAL OF HOPE

A CONGREGATION OF THE UNITED CHURCH OF CHRIST

Cathedral of Hope - Board of Stewards

Working Session – July 17, 2025

Meeting Minutes

Attendees:

X	Dana Goodenow, Chair	X	Dusty Darrow, Vice Chair		Ronald Myers, Clerk
X	Greg Gifford	X	Brian Lewin	X	Jon Nelson
X	Vicki Saulnier	X	Doug Waite	X	Angela Whorton
X	Rev. Dr. Neil Thomas	X	Rev. Dr. Andria Davis		

- Safe Church Response Team Update
 - Board discussion on previously submitted request for investigation and Safe Church Response Team actions.
 - Board will take no additional action unless a separate complaint is filed.
- Clerk Role
 - Greg will assume the day-to-day work of the board clerk role
- Approval of signatory for bank
 - Motion to 1) remove Clark Mitchell as an authorized signer, 2) add Darolyn “Dusty” Darrow as an authorized signer, and 3) confirm that Neil Thomas is an authorized signer
 - Moved by Jon Nelson
 - Second by Doug Waite
 - Approved unanimously
- Motion to approve Brian Lewin as Treasurer
 - Moved by Angela Whorton
 - Second by Vicki Saulnier
 - Approved unanimously
- Motion to appoint Dave Bedford to the finance committee
 - Moved by Doug Waite
 - Second by Angela Whorton
 - Approved unanimously
- Committee Discussion
 - Dana suggests an informal meeting to discuss committees and have a fun and interesting discussion about revamping committees
 - Greg has worksheets from Neil and will circulate those that apply to committees

CATHEDRAL OF HOPE

A CONGREGATION OF THE **UNITED CHURCH** OF CHRIST

- Angela suggested a more strategic discussion about the role of committees based on the [Inside the Large Congregation](#) book.
- Meeting Minutes Prepared by: Greg Gifford – Board Member
- Meeting Minutes Approved by: Dana Goodenow – Board Chair

DocuSigned by:

Dana Goodenow

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Dana Goodenow

Board Chair

July 2025 Treasurer's Report to the Board of Stewards of Cathedral of Hope, UCC

The Finance Committee met in person at Cathedral of Hope on Thursday July 24, 2025, where Scott Cannon and Randal Langdon presented the June financial statements.

Contribution Income for June of \$156,642 was \$3,358 short of the \$160,000 budget for the month. Contribution revenue for June 2025 exceeded the contribution revenue in 2024 by \$ 22,725. Total revenues of \$262,833 for the month nearly met budget as it lagged by only \$281.

On a year-to-date basis, contribution income of \$951,402 was behind budget \$33,598. Total revenues year-to-date through the end of June were \$1,317,728 which was \$8,375 behind those budgeted. Total revenue is currently meeting the 2025 budget.

Total revenue in June 2025 exceeded total expenses in June 2025 by \$ 42,371.

Based on the Weekly Financial Report through the third week of July, strong contribution income continues with collections for the month totaling \$131,190 versus a budget of \$120,000 or just over \$11,000 ahead of budget for the month thus far. On a side note, 55th Anniversary giving was \$\$15,800 as of 7/21/25.

Year-to-date expenses through the end of June totaled \$1,348,857, which were \$ 25,725 more than budgeted.

Net Operating Results (revenues minus expenses) through the end of June reflect a deficit to budget of \$ 28,158 or 2%.

Respectfully submitted,
Brian Lewin, Treasurer

CoH Development Committee Update

To: Board of Stewards

Subject: Committee Activities & Support for the 55th Church Anniversary

Date: July 24, 2025

Prepared by: Lawrence Scarbrough, Chair

Meetings Held:

The Committee met via Zoom on April 4, May 28 & June 11, 2025

Membership Update:

The Committee remains actively engaged in identifying and recruiting qualified candidates to strengthen its membership and ensure diverse representation.

The CoH Development Committee is pleased to provide the following summary of recent activities and contributions in support of the 55th Church Anniversary Celebration:

Anniversary Celebration Input

The Committee provided input to both the Senior Leadership Team (SLT) and the Board regarding the planning and execution of the 55th Church Anniversary. We are honored to support this milestone event and contribute to its success.

Engagement Initiatives

Brick Promotion

The commemorative brick campaign was featured in the weekly church email and bulletin leading up to the celebration.

55/45 Raffle Approved

SLT approved the raffle as part of the anniversary festivities. This initiative will add excitement to the celebration and supported fundraising efforts.

Raffle Ticket Sales

The Congregational Enhancement Team began advance ticket sales the Sunday prior to the event.

Design Suggestion

Brian Parman proposed a thoughtful idea to enhance the brick campaign:

A notecard (printed on church cardstock) for brick buyers to send to honorees, featuring a sketch of the church or plaza on the front and blank inside for personal messages.

Thank you to all committee members for your dedication and contributions. Your efforts will help to make the 55th Anniversary Celebration a memorable and meaningful event for our entire church community.

Cathedral of Hope
Congregation Engagement Committee Meeting
July 9, 2025

Attendees:

Jay Williams, Chair
Tremaine Brown, Vice Chair
Gage Jeter
Birgit Steffens
Michael Manns
Susie Hess
Rev. Dr. Dawson Taylor, Staff Liaison

Absent:

Bobby Powell, Clerk
Kelly Quinn
Stephanie Woods
Angela Whorton, Board Liaison

Meeting called to order at 7:10 p.m. Jay introduced new members Birgit Steffens and Michael Manns to the Committee.

Discussion took place regarding the revised Committee Purpose. The latest version covers what we envision the Committee to do, however, feel it needs to be shortened to 4-5 sentences. [The intent was to have a shortened version ready for the July Board of Stewards meeting. Due to the Chair's work schedule, the condensed version will be available before the August Board of Stewards meeting].

Links to join Slack were forwarded to Birgit and Michael so they would be included in conversations that take place, and provide a platform for them to share their ideas.

A table was set up in the Narthex for raffle ticket sales for the CoH Anniversary Party. Members volunteered to staff the table after the 8:30 and 10:00 services on July 13 and 20. Kelly Quinn staffed the table after the 11:45 service on July 13. A poster advertising the CoH Cabaret was also on the table for members who had questions or an interest in attending.

Rev. Dr. Taylor is looking into the upcoming New Member Class schedule to gauge the Committee's involvement in these events.

Tremaine suggested a group discussion on Slack for ideas we as members would like to see the Committee undertake to remain a vital component of the life of the church. The Committee members will exchange ideas over Slack and begin discussion at the August meeting.

The Committee's next meeting will be an in-person meeting August 6, 2025 beginning at 7:00 p.m. in the Interfaith Peace Chapel.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jay M. Williams

Jay M. Williams
Chair, Congregation Engagement Committee
Cathedral of Hope United Church of Christ

Committee: Finance**Date:** 06/18/2025**Prepared by:** Jacque Borel**Meetings held since last Board meeting:** none**Attendees at the meeting:**, Jacque Borel (Chair), Mike McVey, Ferrell Drum, ,Randal Langdon, CEO, Scott Canon, Treasurer, Dave Bedford, pending member**Actions since last Meeting:** none

Meeting was called to order at 6:30 PM

As the Committee has not met in two months, the Internal Audit performed by John Rieger required approval from the Committee. Several questions were resolved in the process. We may need to review the evaluation tool for questions that may now be irrelevant due to process changes, but this will be done at a later date.

Jacque announced that John Patison, Board Liaison, has resigned from the Board. Randall indicated that the Board is searching for a replacement. Dave Bedford is joining us tonight to understand how the Committee functions. We will submit a request to the Board of Stewards to approve his admission to the committee.

Scott then started a review of the financial statements. He noted that the adjustable rate mortgage, as of May 1, has increased to 6.65%, causing the monthly mortgage to increase from \$30,600 to \$36,000.

We have had an increased number of events at the church this year, which has helped significantly in overall revenues. Sources of Hope has run a margin less than the planned 55% due to numerous sales. Randall explained what will be included in the sanctuary lighting project, which will be at substantial cost.

Scott presented the new Monthly Activity analysis, which further explains variances in each cost center. It was received well by the Committee. There were no unexplained variances, and cost center for the most part are controlling costs well.

There being no further business, the meeting was adjourned at 7:20PM

Recommendations:

The Finance Committee recommends that the Board of Stewards accept the Internal Audit document, which accurately reflects current processes. (Many thanks to John Rieger for completing this.)

The Committee also recommends the addition of Dave Bedford as a member of the Finance Committee.

Respectfully submitted,

Jacque Borel, Chair

Attachment: Internal Audit Document

Committee: Finance

Date: 07/24/2025

Prepared by: Jacque Borel

Meetings held since last Board meeting: none

Attendees at the meeting:, Jacque Borel (Chair) , Dave Bedford, John Rieger, Randal Langdon, CEO, Scott Canon, Treasurer, Brian Lewin, Board Liaison

Actions since last Meeting: none

Meeting was called to order at 6:05 PM

The meeting was held live at COH to introduce both Dave Bedford as a new member of the Committee, and Brian Lewin, who has taken the responsibility of Board Treasurer and Board Liaison to the Committee.

Scott reviewed the Monthly Report of June. Revenues were relatively strong for the month, with contribution income being only \$3300 less than budget. We have also had some large planned giving donations from estates, which have helped in bolstering the balance sheet. Event income has been a bright spot, almost 100% over budget. We also received large contributions from two local organizations. Finally, the IRS rebate has been received, and various accounts will be adjusted based on actions by the Board of Stewards.

Randal reported that there is \$331k in the account for the lighting project, but that actual cost will exceed the funds available. There are funds available for the columbarium project, and we are hoping to transfer funds into the permanent endowment sufficient to total \$1MM by the end of the year. Current balance is \$870K. Upcoming large dollar needs include \$155,000 for A/C controllers.

Randal and Scott walked the Committee through the newest report, which more clearly shows areas of variance which need attention. There are several variances for the month of June which were easily explained, so no issues as far as the Finance Committee is concerned.

The report was accepted by the Committee.

There being no further business, the meeting was adjourned at 7:15PM

Recommendations:

Respectfully submitted,

Jacque Borel, Chair