

# Adrian First United Methodist Church Leadership Board Meeting Minutes

February 17th, 2026

**Present:** Kay Allingham, Bill Bachman, Gerry Burg, Shirley Ehnis, Rev. Alice Ford, Sandra Harsh, Matthew Herr, Fran Kottke, Daryl Moore, Scott Morton, Janet Salzwedel

## **Call to Order**

The February 2026 meeting of the Adrian First United Methodist Church Leadership Board was called to order at 6:01 pm by Chairperson Matthew Herr.

## **Opening Prayer**

Sandra Harsh offered the opening prayer.

## **Spiritual Formation**

Fran Kottke provided tonight's spiritual formation. She described the Disciple Fast Track program. A group from church has completed Disciple 1 and Disciple 2 last year. They have just started the Disciple 3 course. These courses cover 70% of the Bible. Through an in-depth study of Scripture, participants learn to be disciples of Christ.

## **Leadership Equipping**

Kay Allingham led us in an activity and discussion discerning which specific tasks are within the role of the Leadership Board and which are not.

## **Review of New People**

Board members discussed how they have reached out to specific people who are newly attending our church. Several visitors have returned more than once.

## **Goal Review & Accountability Conversation**

Rev. Alice's major goal is to ensure that we are prepared for the transition to our new pastor.

## **Packet and Consent Calendar Items**

Janet Salzwedel wanted to know what kind of outreach was done in January. Although there are two outreach reports, one from the committee and one from the pastor, she would like the reports to include specific events, even recurring ones. Scott Morton suggested doing this in list form. There was some discussion about how much information is needed.

The following items were moved from the packet for further discussion or action:

Goals update

Pantry Manager Financial Gift

Brio Leads reporting to the Leadership Board

New Windows

Budget

Motion by Bill Bachman to accept the packet, seconded by Scott Morton. Matt clarified that two sets of minutes are included in the vote; December 2025 and January 2026.

Motion approved.

Sandra Harsh reported on the development of goals. Creating strategies and objectives is not the role of the governing Board. We are to define 'why' and 'where' and not 'what' and 'how'. She referenced p. 179 in *Mission:Possible* handbook.

Janet Salzwedel reiterated that the goals should be in place before budget decisions are made. She asked members to read the draft goals and come with questions and comments to the next Saturday work session.

### **Items Requiring a Vote**

Rev. Alice reported on the request from the Fishes & Loaves steering committee to give a one-time gift of \$2000 each to Phil Witt and Janet Salzwedel for their work in transitioning the food pantry to AFUMC. The payment of the gift would be run through the church office. There was a question about where funds for such a payment would be found in our budget. Rev. Alice noted that we probably need to have some language around the endowment fund, rather than the general budget. A concern was raised regarding how to make decisions around which volunteers would receive payment for work above and beyond. Are we setting a precedent?

Moved to give a one-time gift of \$2000 to Phil Witt and Janet Salzwedel for their dedicated work in opening the food pantry in its new location was approved.

### **Brio Leads Reporting into Leadership Board**

Daryl Moore has agreed to be the church manager of the contract with Brio.

Dan DeLine will be the church point of contact for construction.

They will not be managing people, and will function as spin-off work groups. They will be partnering with the Leadership Board's on-going vision.

Janet Salzwedel moved to approve executive directorships for Daryl Moore and Dan DeLine. Seconded by Fran Kottke. Motion passed.

The next Town Hall will be held by Daryl and Dan to update the congregation on BRIO.

## **New Windows**

Many windows in the office wing and Fellowship Hall need repair and asbestos abatement. This work needs to be done regardless of Brio building updates. Bids have been solicited for 8 office wing windows, 2 windows by the choir robe wing and 3 windows in Fellowship Hall. The Leadership Board will approve final contract terms. Signatures from the church on the lease will be the pastor and the chair of the Leadership Board. Anticipated costs are \$57,000. We are asking for another bid as well. Should we use the Capital Fund or the Endowment Fund?

Daryl Moore moved to spend up to \$70,000 from the Endowment for the repair of windows on the office end of the building. Seconded by Janet Salzwedel. Motion approved.

## **Budget**

Rev. Alice asked the Treasurer to list non-negotiable items. When goals are set, we need to think about the percentage of the budget that should go to different areas. What will we do with surplus money?

If we are not ready to vote on the budget yet, how will individual members get the information that is needed to make decisions?' Janet has prepared a rough draft of an organizational chart that would be helpful for these discussions.

Kay Allingham moved to table the budget vote until goals are completed. Seconded by Bill Bachman. Motion approved.

## **Executive Session**

At this point in the meeting, the Board entered an Executive Session with a separate set of minutes.

The Board returned to the regular agenda at 8:24 pm.

## **Communication**

March 15 BRIOTown Hall

April 26 Leadership Board Town Hall

## **Closing Prayer**

Scott Morton offered the closing prayer before the end of the meeting.

## **Close of Meeting**

The February 2026 meeting of the Adrian First United Methodist Church was closed at 8:36 pm by Chairperson Matthew Herr.

Respectfully submitted,  
Kay Allingham