



Board Meeting Agenda

Date: 09/06/2022

Time: 7:20PM

Location: Zoom

Participants: Ken, Janet, Serena, Adriane, Joyce, Andrew, Michelle

Meeting started: 7:20PM

1. Check-in

~~**2. Book discussion – Seculosity**~~

~~a. Chapter 7 – Fandom~~

3. August Financial Update

a. Tithes \$4,168.04

i. YTD: \$49,413.82

b. Expenses: \$6,506.36

i. TYD: \$56,467.50

c. ACTION ITEM: Adri to send Janet August financials for CK newsletter

d. Offering

i. Worship leaders: Just say the script about offering → don't need to explain how to give. **ACTION ITEM: Serena inform worship leaders**

ii. Upgrade to the donations box! Thank you Janet :)

iii. More ways to donate: offering box, Tithley app, venmo CK

iv. ACTION ITEM: need to update announcement slide to include more ways to donate (offering box)

v. ACTION ITEM: Janet to check on the check from Katie Hu that went to Las Lomas

4. Stan's App Demo

a. How is it going?

i. Ken's used it for Sunday Service stuff; not SG section

ii. Pros: good to have one central location for all church matters

iii. ACTION ITEM: Ken to ask Stan to add Psalm passage



christ kaleidoscope

- b. Feedback from beta users?
 - i. Current users: Serena, Joyce, Thomas, Adriane, Ken, and Janet
 - ii. Do we want to add worship team
 - c. Follow ups for Stan (refer to his email)
 - i. **ACTION STEP: Serena to follow up in a few weeks with Stan on feedback**
 - ii. **ACTION STEP:**
 - 1. **Joyce to reach out to Stan and ask if there's an import feature to upload all music PDFs into website**
 - 2. **Ask about feature for worship team group emails**
 - d. Worship team software
 - i. **ACTION ITEM: Ken to share the music software name with group, cost and then we can revisit next month**
 - e. Compensation for Stan?
 - i. One time honorarium of \$500
 - ii. **ACTION ITEM: Adri to tell Ken C to venmo Stan**
- ### 5. Katie's Hiring
- a. Follow up on Andrew's and Michelle's [questions](#)
 - i. Understanding rationale of hiring Katie
 - ii. Important b/c it sets precedence for other hiring
 - iii. Transparency for hiring
 - 1. Post minutes in announcements and newsletter
 - iv. Ken's salary < having another person on staff to help out
 - b. Ken's meeting with Katie
 - i. Katie's role: Community Life Minister
 - 1. Sustained service projects
 - 2. Liaison for campus ministries
 - 3. Retreats
 - c. Plan moving forward
 - i. Draft outline of Katie's job duties
 - ii. Inform the congregation
 - iii. **ACTION ITEM: Ken to make a slide and an announcement during 9/11/22 service regarding Katie's hire → what her role will be, what the decision**



is, start date, stipend, duties, etc.

- iv. Michelle's ask: Katie to take over weekly servers coordination and emails

1. ACTION ITEM: Ken to update and include this in the job description

6. Sunday Service

- a. Debrief congregational meeting → confirm details and preparations for Oct meeting (10/9)

- i. Follow ups on bylaw revisions: Janet and Andrew

- b. Monthly lunch scheduled on 9/11 → where should we order from?

- i. Opportunity for bucket groups to meet

ii. ACTION ITEM: Janet to double check reservation at Las Lomas and order lunch from McDonalds

- c. First Brunch Church - 9/25 → follow up with Katie

- d. Follow up on Sunday servers, overall flow, sustainability, etc.

- e. Worship team expansion

- i. Yoon is interested and plans to join!

7. Bucket groups (including socials, events, service/volunteer ideas)

- a. Follow ups for each group?

- b. Beholding: Brunch Church

- c. Becoming: Halloween event? Forum event?

- d. Belonging: Dumpling Night → debrief

- i. Community outreach: flyers, UCI, tabling → Janet

- 1. Janet met with Peter from IV and he's been added to our listserv

- 2. Janet has been working on a flyer

- 3. UCI student start end of sept

8. Upcoming Services

- ~~a. Baptisms~~

- b. Hell discussion

- i. Timeframe: October brunch church

- ii. People can come in costume

- c. Political forum before upcoming election 11/8/22

- i. Two parts:



1. Proposition overview via Google doc followed up with some sort of in-person discussion 10/20, 21, 22
 2. In person forum (John?)
- d. Tai's Annual Pumpkin Carving
- i. Tentative date:10/29; Location: LL craft room or Tai's community center
 - ii. **ACTION ITEM: Janet to check if Las Lomas Craft Room is available on 10/29**

9. Long-Term Topics and Miscellaneous

- a. Retreat 2023
- b. Potential future board members?
 - i. Si Young
 - ii. Andrew/Michelle
 - iii. Stan
 - iv. Bruce
- c. Building fund
- d. Joining Church Clarity
- e. Begin clarifying the roles of servers and volunteers for purposes of training, accountability, and streamlined, smooth-running processes
- f. Ordination process for ministers → should Katie's role become even more ministerial and potentially FTE

10. Jenny's Clinic

- a. Thomas created a financial aid form
 - i. Edits needed:
 1. Need a question on the mission of their values → "this is CK's mission/values, how will this align?"
 2. Donation requesting: how much, one-time?

3. ACTION ITEMS:

- a. Board to review [Form](#) started by Thomas and finalize by early next week 9/13
- b. Ask anthony about the clinic's website
- c. Send Dr. Kim the application form prior to October's board meeting



- b. Jenny's dad will present to board in October meeting

11. Schedule October Board Meeting

- a. Time/Date/Location:

- i. Monday 10/10/22 at 6:30PM at Hsu Residence

- 1. Adri will be joining on Zoom

Meeting adjourned: 9:37PM

Action Items:

Owner	Action Item
Adri	<input type="checkbox"/> send Janet August financials for CK newsletter <input type="checkbox"/> Tell Ken C to give Stan an honorarium of \$500 for CKmembers.org
Serena	<input checked="" type="checkbox"/> Inform worship leaders about what to say during offering time <input type="checkbox"/> Follow up in a few weeks with Stan on feedback from beta users
Janet	<input type="checkbox"/> Check with Las Lomas on check from Katie Hu's family <input type="checkbox"/> Double check Las Lomas reservation for 9/11 lunch; order lunch <input type="checkbox"/> Check with Las Lomas and see if they have 10/29 availability in craft room for pumpkin carving event
Ken	<input type="checkbox"/> Ask Stan to add Psalm passage to website <input type="checkbox"/> Inquire about joining board for next year <input type="checkbox"/> Make a slide for 9/11 Sunday service regarding Katie's hiring, her role, duties, start date <input type="checkbox"/> Update announcement slide to include more ways to donate (offering box)



	<ul style="list-style-type: none"><input type="checkbox"/> Add coordination of weekly Sundry servers as part of the Community Life Minister JD<input type="checkbox"/> Share with rest of board the music software, cost, etc
Joyce	<ul style="list-style-type: none"><input type="checkbox"/> Ask Stan about import feature for all worship music PDFs for website and feature for worship team to get group notifications,<input type="checkbox"/> Ask stan to add CK logo on website
Everyone	<ul style="list-style-type: none"><input type="checkbox"/> Review and provide feedback on CK internal website<input type="checkbox"/> Review Application Form and make suggestions by Tues 9/13 before sending out to Dr. Kim