

# MPC (Milford Presbyterian Church) Self Study Team

## Meeting Minutes

November 8, 2011 6:30 – 8:45 pm

Attendance:

Team Members:

Dean Burklund

Mark Gatesman

Jon McLeod

Karen Nave *ex.*

Sandy Trombley

Presbytery Representatives:

Bill Zambon *ex.*

Kathy Gage

Co-Interim Pastors:

Kent Clise *ex.*

Anne Schaefer *ex.*

Kathy Gage opened our meeting with prayer at 6:40 pm. Our agenda was to focus on the information that we have collected for our report and to continue to review charts and data available from SurveyMonkey along with the charts that we believe represent our findings from the input from the congregation from the survey, our small group sessions, face to face communications, email and facebook.

We got through a lot of information and again came away confident that we are on the right path and that each week we continue to make large and solid strides forward. Here's a quick recap of what we did and planned for next week.

We reviewed and approved Sandy's Table of Contents, Introduction and "global template" for the final document. All future pieces will be edited to fit into this template.

We reviewed the Church History/ Statistical Facts section. Jon will submit his updates to Sandy and they will draft the next version of this section.

We reviewed the Community section. Dean had submitted his piece and Jon had already pulled many key points into a Community Section in the Template. It was decided to include Dean's submission in its entirety as an appendix, as it would be a good document for a perspective pastor to learn about the Milford Community. Dean will review the abridged version already in the template and make suggestions.

We reviewed the Congregation Section. We decided that this will have two pieces. The first will review "who we are," and speak to our current activities, and mission within and outreach activities to the community. The second will introduce the Survey, the 149 participants and their demographics. Dean has submitted a rough draft for this second piece already.

We reviewed Mark's summary of Questions 1 and 2. Dean will make a chart for this data comparing Agreement with Importance. Mark will continue to tweak his summary of Q1 and Q2 to point out the significant findings. (Mark see the document I sent out on Q3 and Q4 as a suggestion for summary comments.)

We reviewed Dean's summary of Q3 and Q4. We will include the chart and summary comments highlighting activities we do well and those where discrepancies between our values and our quality indicate a strong area for improvement.

We reviewed Dean's summary of Q5 - demographics. This will be included in the Congregation Section, as outlined above.

We will add a few comments comparing the information that we received from the survey in comparison to the information that was discussed in the small group sessions. There were comments in the survey that will be reviewed and included in a brief summary as well.

Kathy Gage reviewed our information and checked the requirements of The Committee on Ministry. She confirmed that we have covered all of the essential information and more. Kathy will meet with us again on December 6 as we finalize the "Final Draft" to be given to Session and The Committee on Ministry (COM).

### **Next Week Homework: Focus on Discernment Phase: Vision, Mission, and Leadership**

1. Please reread the handout we were given at our first meeting on "...A Great Self Study." Read the section on Discernment and review the topics/questions we need to address on Vision, Mission, and Leadership.
2. If you have it, read the Grosse Isle Self Study for one example of how they did this.
3. Read/review the summary documents Dean sent out...
  - a) Small Group Summary - things we value
  - b) Small Group Summary - our vision
  - c) Survey Monkey "What Would You Like To See Change"
    - o --Karen will send out summary documents on the other two Survey Monkey Questions (What do you value... and General Comments) for us to review as well.
4. Using these Small Group and Survey summaries please draft your suggested responses to the Vision, Mission, and Leadership questions.
5. Next Tuesdays meeting will focus on us each sharing our draft/ thoughts on Vision/Mission/Leadership and coming to consensus statements that we can submit. - . . . all before Jon leaves in a week and a half :)

Jon McLeod closed our meeting in prayer at 8:45 pm.

**Notes ---**

### **INFORMATION FOR A NEW PASTOR**

Draft for final review

- Congregation size, trends, attendance
- Staff, Session, Deacons, other groups
- Makeup of congregation – longevity
- Budget - debt
- Salary
- Opportunities for new pastor
- Liberal/conservative congregation
- Adaptability
- Open to leadership

- Membership participation
- History of pastors – highlight longevity
- History of church and now
- Community outreach and congregation involvement in community
- Strengths and weaknesses of church
- Community
  - Schools
  - Quality of Life
  - Stability of community

Respectfully submitted,  
Sandy Trombley