



West Shore Evangelical Free Church
Elder Board Meeting Minutes
May 5, 2026
6:00 PM

Attending: Dave Baechtle, Andrew Caudill, Ned Davis, Brock Heller, Ty Miller, David Mills, John Nesbitt, Trent Thompson, Wendell Witter

Guests in Attendance: Renee Blanchard

Not in Attendance: Matt Krise, Tim Ryan

Call to Order: 6:25 PM

Prayer: Trent Thompson

Approval of Minutes:

Motion: That the regular minutes of the 4/7/26 Elder Board Meeting be approved as proposed and amended

Andrew Caudill / Ned Davis 2nd

Action: **Approved by voice vote**

Membership Interviews:

Chelsea Cambria
Matthew Cambria
Kasi Conjack
Kris Gonzalez
Kamron Good
Dawn Gugliuzza
Tom Gugliuzza
Dawn Hazen
Dave Hazen
Robert Hugar
Matthew Miller
Lindsey Miller

Laura Murray
Josh Murray
Jack Newkirk
Morgan Newkirk
Karen Paulus
Dan Paulus
Bryan Reynolds
Roman Richichi
Olivia Richichi
Jonah Steiner
Heather Steiner

Motion: That the above candidates be approved for membership.

John Nesbitt / Brock Heller 2nd

Action: **Approved by voice vote**



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Board Advisory Team Reports:

Finance Advisory Team (Dave Mills)

- Greg Lindemuth made initial contact with national firm about a potential communication plan to our body about key financial tools for giving
 - Qualified Charitable Distributions (QCD)
 - Appreciated stock
 - Donor advised funds
 - For 2026, people can take a \$2000 charitable deduction without itemizing
- Giving as of 4/26 was ahead of budget by \$98k (2%). Our giving is ahead of last year at this time by \$525k (10.5%).

Facilities Advisory Team (Ty Miller)

- Relooked at facilities philosophy and made minor updates
- Investigation of water main pin hole has caused overruns in the annual maintenance budget.
- Capital Replacement Reserve is underfunded for what the plan lays out, but is tracking sufficiently with needs. Plan will be reevaluated soon (5 year cycle). We may want to consider increasing the funding rate at that time.
- Room Renovations 226, 200-204, 212-214 Projects - Funding through CRR funds. Scope may change some depending on quotes to fit within budget.
- Facility Use Policy - Minor updating and revisions. Will bring to board for approval.

Human Resources Advisory Team (Tim Ryan)

- Met Apr 27 to discuss annual compensation letter, revisions to the employee handbook and directional guidance for future benefit strategy recommendations; Staff Development is on deck for next discussion

Security Team (Ned Davis)

- Paul Toburen met with the team to discuss vehicle bollard options. He previously had worked with the installation of bollards at hospitals at this prior job.



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Human Resources: (Tim Ryan)

New Hires:

- NA

Departures:

- Jonathan Gerber, Custodian - last day was 4/11/2026

Open Positions:

- Adult Discipleship Pastor
- Communications Coordinator
- Worship Director/Pastor

Administrative Updates

Generosity VIP

- Objective: To grow our people in financial generosity by motivating and equipping some to move from “nothing to something” and others to move from “something to sacrificing.” The VIP team will determine the goals and metrics we will use to measure progress and accomplishment of the objective.
 - The VIP team will consist of: At least 1 Elder; 1-2 Congregants; and 2-3 key staff members.

Operations

Prepared Scholarship Fund Proposal

- Renee Blanchard presented a proposal for establishing a scholarship fund to support women in leadership at West Shore Free Church by enabling their participation in the EFCA’s “Prepared” cohort, which seeks to nurture the theological depth, spiritual gifting, and influence of disciple-making leaders.

Elder Nomination Process

Motion: To recommend Jeff Hahn to the congregation for vote to join the elder board

Brock Heller / Ned Davis 2nd

Action: **Approved by voice vote**



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Motion: To recommend lay members Heather Hutchison, Taylor Caudill, Janet Davis, and Richard Settle as well as Matt Krise and Brock Heller as elders to the congregation for vote to join the elder nominating team for 2025-2026
Ty Miller / Wendell Witter 2nd

Action: **Approved by voice vote**

Elder Apprenticeship Program

Trent reviewed elder responsibilities for developing content for the elder apprenticeship program. Content should be developed no later than the end of August 2026.

Ministerial Search

- Discussed potential change to the supervisory arrangement of the Missions Director/Pastor role considering the coming shift to a ministry team consisting of: missions, community engagement, and disabilities under Renée Blanchard's supervision
- Board recommended to work on a revision of the structure so that Renee's current position would be reworked to give oversight to all outreach opportunities while maintaining her current work in community engagement.

Discuss revisions to WSFC Employee Handbook

- Board asked for HR Advisory team to provide more context for some specific new additions, and consider whether gambling should be addressed in the handbook.?

Closing Prayer: Dave Baechtle

Adjourned: 10:10 PM

Respectfully Submitted: Wendell Witter, Secretary