

COS Leadership Team Monthly Meeting
Minutes
Sunday evening, February 1, 2026
6:00 p.m.

1. Call to order: 6:05 p.m.

Meeting called to order by Kara Mitchell

Present at the meeting:

- Kara Mitchell
- Todd Neaves
- Dana Renner
- Clarke Farmer
- Kyle Anderson
- Jeff Knight
- Julie Kriegel
- Amy Johnson
- Cary Fisher

Absent:

- Dean Smith

2. Opening Prayer/Devotion: Pastor Kyle

- a. Stephen Covey: First Things First
 - i. Big Rocks, Pebbles, Sand, Water
 - ii. Sand, Pebbles, Water, Big Rocks
 - iii. Which jar are you?

3. Consent Calendar and Packet Items: Kara Mitchell

- a. Consent items
 1. Minutes of the previous meeting
 2. Financial reports: Previous Month
 3. Senior Pastor Report

Motion to approve consent items

Motion: Julie Kriegle

Second: Todd Neaves

All in favor

4. Creative (“Generative”) Work: Kara Mitchell

- a. Devotion and Connect Communication-Sign Up

- b. Facilities team/Security Update, Eric Nance
 - \$14,000 donation for a butterfly garden at the front entrance.
 - Sprinkler heads/irrigation will be updated in that area
 - Live Outdoor will design and plan the butterfly garden
 - Security
 - 19 members on the volunteer security team
 - There have been some recent incidents at the church with “unfamiliar” people
 - Eric is being more intentional with online seminars for some training (de-escalation strategies, and others)
 - Active Shooter training at COS Jan. 8, 2026
 - Building a relationship with the OKCPD.
 - Specifically Sgt. Jason Burgess
 - Eric shared a copy of the current Emergency Operations Plan with the LT (for informational purposes)
- c. Senior Pastor Report Highlights
- d. Service Agent (OK Secretary of State Office)
 - i. A person (legal contact for the church)
 - ii. A person has been assigned by name to this position and has been in this agency position since 1968, and they are no longer living.
 - iii. The church needs to name a new agent
 - iv. It has been moved that we name the Church (in corporation) as the new agent.
 Motion: Julie Kriegle
 Second: Todd Neaves
 All in favor
- e. Tree Communication
 - i. Pastor Kyle prepared a communication message about the tree being lit Thursday-Sunday year round.
- f. Budget
 - Motion: Jeff Knight
 - Second: Clarke Farmer
 - All in favor

8. Next Steps

- a. Communications
 - i. Message
 - 1. Vision and Mission - this has been added to the agenda template so it will be visible to the LT (and present) at each meeting.
 - ii. Person Responsible

- iii. Mode of Communication-(Email, letter, website, in-person)
- iv. Timeline
- v. Task Completed (By whom/when?)
- b. Action Items
 - i. Action-Connect Communication
 - ii. Person Responsible-Cary Fisher
 - iii. Timeline- Monday, February 24, 2026
 - iv. Deliverable-Email to Heather DeShazo
 - v. Task Completed-
- c. Date and Time of the next meeting: February 22, 2026

Motion to move into executive session:

Motion: Todd Neaves

Second: Jeff Knight

All in favor

6. Executive Session:

Closing to executive session: 8:12 p.m.

7. Adjournment and Closing prayer: Kara Mitchell

8:12 p.m.

*All meetings begin at 6:00 p.m. and are held in Rm 12 of the Adult Education area.