

**Friends Congregational Church, United Church of Christ – Church Council Minutes**

September 21, 2020 @ 6:30 p.m.

<https://us02web.zoom.us/j/83922192801?pwd=OXhYQ3ZQc2VPTi8zRitSUDdTTisvUT09>

**Meeting ID: 839 2219 2801 Passcode: 8675309**

Attendees:

<input checked="" type="checkbox"/>	Angela Calise	<input checked="" type="checkbox"/>	Brian Gilson	<input checked="" type="checkbox"/>	Bill Harper	<input checked="" type="checkbox"/>	Kelly Wellman
<input checked="" type="checkbox"/>	Dan De Leon	<input checked="" type="checkbox"/>	Angel Glover	<input checked="" type="checkbox"/>	Loretta Mendez	<input checked="" type="checkbox"/>	Trent Williams
<input checked="" type="checkbox"/>	Jill Fouch	<input checked="" type="checkbox"/>	Cathy Hansen	<input checked="" type="checkbox"/>	Anne Wehrly		

1. **Opening Story/Invocation** – Kelly called meeting to order at **6:33**. Dan read from Romans. He reminded us that nothing cannot separate us from the love of God.
2. **Cathy moved and Angela seconded the motion that the minutes be approved as submitted. Motion carried.**
3. Loretta Mendez gave the Treasurer’s Report (see page 3). We had a lower monthly income, but Loretta is hopeful that income will be higher in September. Anne suggested that we give the congregation a monthly report on the financial situation of the church.
4. **Old Business**
  - a. Annual review for Senior Pastor – (subcommittee: Brian Gilson, Cathy Hansen, Anne Wehrly, Kelly Wellman).  
Brian presented the process that the subcommittee had developed (see attached). It was decided to add a box for Dan to give feedback. **Anne moved and Cathy seconded that the process presented by the subcommittee be adopted. Motion carried.** Kelly will contact council to see who would like to be a part of the evaluation process.
  - b. Kelly asked council how we would feel about a 6:00 start time rather than 6:30. We agreed that we will meet at 6:00 while meeting remotely.
5. **New Business**
  - a. COVID-19 Roundtable Update
    - i. COVID Decision Meter – building use had been approved by council during the course of the month via on-line vote.
    - ii. Outdoor use – Dan presented a plan for outdoor use of Friends property. Cathy suggested that a checklist would be helpful for those planning events. What if people do not follow the code? Kelly summed up that there seems to be agreement with Dan’s protocol. Angel suggested that council should consider the worst -case scenario—do these plans cover that? **Anne moved and Jill seconded the motion that we endorse the *Outdoor Use Plan* presented by Dan. Motion carried.**
  - b. Draft Statement of Faith was presented by Loretta (see attached).  
Financial Services was added to the budget. Currently we have all things done by volunteers. We would ask a subcommittee to work out what financial services would be out -sourced. Angel asked that we consider language that would help us in considering who to hire who would have diversity sensitivity. Trent said that we are asking for some upgrades in our technology to assist with worship this would include audio and lighting. Outreach and Evangelism Committee is asking for \$2000 increase possibly in print advertising. Finance committee is recommending up to a 1.5% pay increase. Council will

need to make final approval for salary increase. We allow a 1.5 increase for pastor, assoc. pastor, & music minister.

FY2020 Proposed Pay Increase by Position		
Position	Base Pay	One-Time Merit
Senior Pastor	Up to 1.5% pay increase	Up to 1.5 %
Associate Pastor	Up to 1.5% pay increase	Up to 1.5 %
Choir Director	Up to 1.5% pay increase	Up to 1.5 %
Administrative Assistant	NA	Up to 1.5 %
Pianist	NA	Up to 1.5 %
Child Care Workers	NA	NA

- c. Anne presented plan for the Back Bay Mission Hygiene Kit Assembly which has been formally approved.
  - d. Anne presented a request that Friends cover the cost of an evaluation for a Friends Member in Discernment. **Cathy made motion to fund the MID evaluation for \$250. Angela seconded. Motion carried.**
  - e. Angela asked that the check request procedure be made less cumbersome. It was determined that reimbursement forms can be scanned between requester, committee chair, and treasurer. Some committees are already following this procedure. Angela will share procedure with all Programs committee chairs.
  - f. Associate Pastoral Relations Appointee position needs to be filled as Tom Lemmons is no longer able to serve. Kelly suggested that we nominate Kathy Miller. **Anne moved and Bill seconded the motion that Kathy Miller be appointed. Motion carried.**
6. In the Senior Pastor’s Report, Dan shared with us how moved he was moved by the 15<sup>th</sup> year Anniversary Celebration. He noted that Chris Hoffman asked to be paid more hours since he is working. His contract would have to be changed. Dan believes the request needs careful discernment. ( Report attached).
  7. In the Associate Pastor’s Report Trent Williams noted that the Spiritual Survival kits are going out. Carl Fahrenwald, Stewardship Chair, and Trent have met and are gearing up for Stewardship campaign to begin this fall. (Report attached).
  8. Report from Congregational Representatives –Jill Fouch and Brian Gilson (No report)
  9. Report from Deputy Moderator for Trustees – Bill Harper (Report attached).
  10. Report from Deputy Moderator for Programs – Angela Calise (Report attached).
  11. Calendar reminders
    - a. October 11 – Congregational Meeting – Proposed Statement of Faith
    - b. October 19 – Church Council meeting @ 6:00 p.m.

**Bill Harper moved for adjournment. Motion passed. Meeting was adjourned at 8:45.**

*Respectfully and Faithfully submitted,*  
*Anne Wehrly*  
 Council Secretary

**August 2020 Treasurer's Notes**  
**Church Council Meeting**  
**September 21, 2020**

Submitted by Loretta Mendez, Treasurer

**Operating Budget Notes: (From 2020 Operating Budget)**

Donation & Miscellaneous Income	\$ 28,545.84	YTD Income:	\$308,329.86	69.29% of projected
Expenses	\$ 27,883.56	YTD Expenses:	\$248,713.67	58.57% of projected
Monthly Net Income	\$ 662.28	YTD Net Income:	\$ 59,526.19	

**Balance Sheet accounts at EOM:**

1100 NOW Bank Account	\$ 50,274.74	Brenham National Bank Account #9
1200 Main Bank Account		
1260 Checking Account	\$ 132,791.41	Brenham National Bank Account #1
Church Discretionary	\$11,600.00	
1240 Restricted Funds Accounts	\$ 101,581.14	Brenham National Bank Account #1
1253 Designated Surplus Funds (2019)	\$ 15,948.01	Brenham National Bank Account #1
1255a Friends Church Care Fund (FCCF)	\$ 6,500.00	Brenham National Bank Account #1
1255b Redirected Stimulus Fund (CARES act)	\$ 3,208.38	Brenham National Bank Account #1
1257 Crisis Fund	\$ 27,794.76	Brenham National Bank Account #1
1360 Pastors Checking Bank Account	\$ 494.05	Brenham National Bank Account #2
1340 Payroll Protection Program Account	\$ 0	Brenham National Bank Account #5
1400 UCC Cornerstone Fund (Jubilee Fund)	\$ 12,811.87	UCC fund (\$12,050 original investment)

**Mortgage Notes: (From 2020 Operating Budget)**

Mortgage Payment	\$ 2,231.72	Principal Balance at EOM: <u>\$154,739.05 (From BNB)</u>
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**Restricted Funds Notes: (From Restricted Funds P&L)**

Restricted Fund Income	\$ 828.50	YTD Income:	\$ 52,295.53
Restricted Fund Disbursements	\$ 7,128.82	YTD Expenses:	\$ 60,594.45
Restricted Fund Balance	\$ -6,299.32	YTD Net Income:	\$ -5,687.92

**Summary Notes:**

- Operating Budget – Net income was \$668.28 for the month with a year to date net income of \$59,526.19.
- Mortgage payment for August was \$2,231.72. Donations of \$547.50 were applied directly toward the principle. Principle Balance at 8/31/20 was \$154,739.05
- Church Discretionary (donations to be used at the Church's discretion) balance is \$11,925 and is currently in Operating Funds.
- The negative balance in restricted fund is due to