

**Friends Congregational Church, United Church of Christ – Church Council Minutes
March 16, 2020 @ 6:30 p.m.**

Attendees:

x	Dan De Leon	x	Angela Calise	x	Anne Wehrly	x	Jackie Womack
x	Jill Fouch	x	Sally Manthei	x	Kelly Wellman		
x	Cathy Hansen	x	Theresa Walker	x	Trent Williams		

1. The Zoom meeting was called to order by Kelly at 6:35. (We went to the Zoom format in light of the restrictions imposed on everyone during COVID-19).
2. Trent led the opening story.
3. **Cathy Hansen moved and Jackie seconded that the minutes from the February 24th meeting be approved as submitted.**
4. Treasurer’s Report (see page 3)
5. Old Business
 - a. Cathy gave an update on *Same Friends, New Time*. Feedback has been very positive regarding the transition to services at 9:00 and 11:00. Future coordination of the worship services has been handed off to the Worship committee. Kudos to Cathy and her team for their work.
 - b. Trent gave an update on the Endowment Giving Ad Hoc Group. He pointed out some revisions in the original Endowment Policy Statement. He is open to suggestions from church council. Tentative vote for approval of document will be at the next council meeting.
 - c. Kelly reported that she is making progress on putting together *a Church Communications Ad Hoc Team*. The team membership is being finalized and has not met yet.
6. New Business
 - a. Dan reviewed the COVID-19 response that had been spelled out by the CDC. This includes no meeting of 10 or more people for 8 weeks. It was determined that May 17th would be the next official gathering of Friends in the church building unless there is a change in plan. Services in the meantime will be provided on-line. Chris Hoffman has suspended choir practices. Dan recommended that we continue to pay our hourly staff during the “time away” from Friends. **Anne moved and Sally seconded the motion that we continue paying hourly staff. Motion carried.**
 - b. Cathy Hansen reviewed proposed changes in the Friends Constitution in the areas of Pastoral Relations Committee, Finance Committee and Council voting structure. Proposed changes will be discussed at the next council meeting.
 - c. There was a discussion about the best way to provide access to council minutes to the committees and the congregation. Anne Wehrly, Council Secretary, agreed to send draft minutes to the administrative assistant as soon as they are prepared. There is a place on the Friends web page where the minutes can be displayed. If there are

changes in the minutes made in the next council meeting, the draft version will be corrected and finalized.

- d. An advance check in the amount of \$1590 was requested by Jon Maxwell who is working to organize the annual retreat to Slumber Falls. It was decided to ask Wolfgang to check with Slumber Falls to get some further questions answered before authorizing payment.
7. Pastor's Report was provided by Dan (see attached). Dan announced that he plans to postpone his sabbatical which was scheduled to begin the day after Easter (April 13th). He is working on MLK based Bible Study at the Lincoln Center. He is coordinating with Faith Leaders for Justice. Unfortunately, a vigil scheduled to advocate for the local immigrant community on March 29th had to be cancelled. Dan is coordinating with local healthcare professionals and denominational experts to provide guidance due to coronavirus.
8. Associate Pastor's Report was provided by Trent (see attached). Trent is continuing to work with Spiritual Life ministry as they oversee the small groups. Trent has been working with the Endowment Committee. Also he has been working with Kate Rabe, Administrative Assistant on the weekly worship guides. Trent serves on the South Central Conference Board and has been assisting with the transition to a new interim conference minister.
9. Report from Congregational Representatives –Jackie has begun her work chairing the 2020 Friends Church Nominating Committee. **Sally moved and Cathy seconded the nomination of Wayne Hamman, Christine Gravelle, and Jill Fouch to serve on the Nominating Committee. Motion carried.**
10. Report from Deputy Moderator for Trustees was provided by Sally (see attached). Highlights include efforts that are underway to make the front door of the church push button accessible. Report from the Personnel Committee chaired by Sue Ambrus are that Kate Rabe, Administrative Assistant, is exceeding expectations in her position. Sue recommends an increase in salary. **Anne moved and Cathy seconded that Kate's salary move to \$16.00 per hour starting on March 31st. Motion carried.**
11. Report from Deputy Moderator for Programs was provided by Angela (see attached). Angela is working with program committees to tie their activities and programs to the Pathway Goals that were adopted e.g. Evangelism & Outreach are working on new website for the church and Pathway Goal 2 (Welcome Table).
12. Pending Future Items:
 - a. Online storage drive for sharing church documents
13. Calendar reminders
 - April 20 – Church Council meeting @ 6:30 p.m.
 - April 24 – Monthly newsletter article submissions due

Sally moved and Jackie seconded that that meeting be adjourned. Motion carried. Meeting was adjourned at 9:02.

February 2020 Treasurer's Notes
Church Council Meeting
March 16, 2020

Operating Budget Notes: (From 2020 Operating Budget)			
Donation & Miscellaneous Income	\$ 34,498.36	YTD Income:	\$61,601.33 14.51% of projected
Expenses	\$ 38,418.14	YTD Expenses:	\$65,434.10 15.41% of projected
Monthly Net Income	(\$ 3,919.78)	YTD Net Income:	(\$ 3,832.77)
Balance Sheet accounts at EOM:			
1100 NOW Bank Account	\$ 50,264.69	Brenham National Bank Account #9	
1200 Main Bank Account			
1260 Checking Account	\$ 38,023.65	Brenham National Bank Account #1	
1240 Restricted Funds Accounts	\$ 93,761.73	Brenham National Bank Account #1	
1244 Mortgage Principal (former Capital Acct)	\$ 972.80	Brenham National Bank Account #1	
1253 Designated Surplus Funds (2019)	\$ 13,248.01	Brenham National Bank Account #1	
1360 Pastors Checking Bank Account	\$ 360.38	Brenham National Bank Account #2	
1400 UCC Cornerstone Fund (Jubilee Fund)	\$ 12,654.63	UCC fund (\$12,050 original investment)	
Mortgage Notes: (From 2020 Operating Budget)			
Mortgage Payment	\$ 4,266.72	Principal Balance at EOM: \$164,358.59 (From BNB)	
Restricted Funds Notes: (From Restricted Funds P&L)			
Restricted Fund Income	\$ 2,639.66	YTD Income:	\$ 5,998.63
Restricted Fund Disbursements	\$ 9,577.25	YTD Expenses:	\$19,419.96
Restricted Fund Balance	(\$ 6,937.59)	YTD Net Income:	(\$13,421.33)
Summary Notes:			
<ul style="list-style-type: none"> • Operating Budget – Net income was negative \$3,919.78 for the month. This was due to a \$10,000 advanced payment for budgeted Major Building Repairs. • 2019 Surplus of \$22,048.97 was transferred from Operating to a separate account #1253 Designated Surplus Funds. From #1253 Designated Surplus Funds the approved amounts of \$1,200 for Youth Mission Trip chaperones was transferred to #1241a Youth Mission Trip funds; \$1,500 for National Youth Event chaperones was transferred to #1241b NYE National Youth Event; and \$5,000 designated for Accessibility was transferred to the #1256b Accessibility Enhancement fund. • Mortgage payment for February was \$4,266.72. Donations of \$2,582.50 were applied directly toward the principal. Principal Balance at 2/29/20 was \$164,358.59. 			

Submitted by Theresa Walker