

Friends Congregational Church, United Church of Christ – Church Council Minutes
August 17, 2020

Vision: Rooted in the way of Christ, we strive to be a community of God’s radical inclusion and extravagant welcome.

Mission: United by the example of Jesus, we live faithfully, love limitlessly, and serve boldly.

Core Values: Spirituality, Inclusivity & Affirmation, Community, Justice, Stewardship

Attendees:

x	Angela Calise	x	Brian Gilson	x	Loretta Mendez	x	Trent Williams
x	Dan De Leon	x	Cathy Hansen	x	Anne Wehrly		
x	Jill Fouch	x	Bill Harper	x	Kelly Wellman		

1. A zoom meeting was called to order by Kelly at 6:31. Meeting was virtual due to COVID-19. Opening Story/Invocation was presented by Jill Fouch. The reflection was on MLK’s letter from the Birmingham Jail.
2. **Anne moved and Angela seconded minutes from the July 20 meeting be approved as submitted. Motion carried.**
3. Treasurer’s Report was reviewed by Loretta Mendez. See attached snapshot on Page 3.
4. **Old Business**
 - a. Revised Endowment Policy Statement was presented by Trent. (See attached version). He noted that some revisions had been made since it was originally presented earlier in the year. He reported that there is a fully functioning financial committee that will be managing the Endowment Fund. Anne noted that the word “NOT” should be added to page 4 paragraph 3 “shall NOT be invaded.” Cathy pointed out that sometimes the term “finance committee” was used and other times “endowment committee.” Trent said that it should read consistently “finance committee.” Brian asked how we are thinking of publicizing the Endowment Policy. Trent responded that the focus of this policy is for long-range planning.
Cathy moved that we accept the Endowment policy with the changes noted. Angela seconded. Motion carried. Anne asked that council receive a finalized copy reflecting suggested changes
 - b. The recently (June 2020) revised constitution and bylaws added the position of **Diversity and Inclusion Representative** to the Church Council. Council is responsible for appointing someone to this position. After July meeting, Council members submitted names to Trent. Trent checked availability to serve with our number one candidate, Angel Glover. She was willing to serve. **Anne moved and Bill seconded that that we appoint Angel Glover as the Diversity and Inclusion Representative. Motion carried.**
5. **New Business**
 - a. **COVID-19 Update Roundtable – Church Council**
 - i. Building use—Angela noted that it had come up in Programs for people to get together in “friend bubbles” and they could meet at people’s homes. Dan will talk with other people with expertise to determine if this would be a safe

practice during COVID. Justice and Mission wanted to put hygiene kits together and a plan to do so had been submitted. Church Council gave the authority to Dan to make final determination. Requests have come up to hold weddings in the sanctuary and on the grounds of the church. Dan recommended that no more than 8 people be in the sanctuary. A maximum of 2 people would be allowed in other rooms. Trent offered that he had seen policies from other churches spelling out COVID Guidelines Kelly will follow-up regarding building use guidelines and the information will be sent to council for final approval.

b. Annual Review of Pastor

Kelly let council know that we need to develop an annual review procedure for the Senior Pastor. Brian Gilson has a human relations background and is willing to serve on a committee developing this annual review. It was determined that Kelly, Brian, Cathy and Anne will serve on the committee developing the process.

- c. Loretta, treasurer, reported that she had received a recommendation from the Finance Committee that a church member be paid \$1,125 for work on the new Website. Council approved payment of this amount to church member.
6. Dan presented the Senior Pastor's Report. This was his first day back from a month-long sabbatical. Dan thanked church council for supporting his time away on sabbatical. He noted that we are a faithful as a congregation. Getting out from under all the responsibilities, he got a chance to get perspective on his job and on life.
 7. Trent presented the Associate Pastor's Report (see attached report)—Trent thanked people for stepping up to support him during Dan's time away. He noted that there is a survey on the website from Spiritual Development Committee asking people about possible spiritual development opportunities. Visitors to Friends on-line worship are able to sign cards to let us know they have worshiped with us. There is follow-up with these visitors.
 8. Congregational Representatives Jill Fouch and Brian Gilson had nothing to report.
 9. Bill Harper, Deputy Moderator for Trustees, noted that Carl Fahrenwald, Stewardship Chair, has questions about his responsibilities.
 10. Angela, Deputy Moderator for Programs, (full report attached) reported that she had asked her committee chairs to reflect on what their committees could do virtually.

A recommendation was presented from the Finance committee for funds to celebrate Dan's 15th Anniversary at Friends. **Anne moved and Brian seconded the motions that funds be approved for celebration of Dan's 15th Anniversary at Friends. Motion carried.**

Meeting was adjourned at 8:29.

11. Calendar reminders

- a. September 21 – Church Council meeting @ 6:30 p.m.
- b. August 31 – Budget requests due
- c. October 11 – Congregational Meeting – Proposed Statement of Faith

Respectfully Submitted,

Anne Wehrly

Council Secretary

July 2020 Treasurer's Notes
Church Council Meeting
August 17, 2020

Submitted by Loretta Mendez, Treasurer

Operating Budget Notes: (From 2020 Operating Budget)

Donation & Miscellaneous Income	\$ 30,512.50	YTD Income:	\$248,820.65	58.60% of projected
Expenses	\$ 26,275.89	YTD Expenses:	\$194,554.22	45.82% of projected
Monthly Net Income	\$ 4,597.48	YTD Net Income:	\$ 54,266.43	

Balance Sheet accounts at EOM:

1100 NOW Bank Account	\$ 50,273.15	Brenham National Bank Account #9
1200 Main Bank Account		
1260 Checking Account	\$ 132,640.59	Brenham National Bank Account #1
Church Discretionary	\$11,600.00	
1240 Restricted Funds Accounts	\$ 107,885.98	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	\$ 27,784.76	Brenham National Bank Account #1
1360 Pastors Checking Bank Account	\$ 502.03	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	\$ 2,191.72	Principal Balance at EOM: \$156,223.80 (From BNB)
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Restricted Funds Notes: (From Restricted Funds P&L)

Restricted Fund Income	\$ 3,449.74	YTD Income:	\$ 54,077.03
Restricted Fund Disbursements	\$ 582.50	YTD Expenses:	\$ 53,265.93
Restricted Fund Balance	\$ 2,867.54	YTD Net Income:	\$ 811.40

Summary Notes:

- Operating Budget – Net income was \$4,597.48 for the month with a year to date net income of \$54,266.43.
- Mortgage payment for July was \$2,191.72. Donations of \$507.50 were applied directly toward the principle. Principle Balance at 7/31/20 was \$156,223.80
- Church Discretionary (donations to be used at the Church's discretion) balance is \$11,925 and is currently in Operating Funds.
- The Payroll Protection Program Loan balance is \$0. \$32,500.00 was drawn down from the loan to cover payroll and benefits cost. Application for Forgiveness of Loan was submitted to BNB.