

**Friends Congregational Church, United Church of Christ**

**Church Council Meeting Minutes**

May 24, 2021 @ 6:00 p.m.

**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:

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

***Church Council convened at 6:03pm***

1. **Opening Story/Invocation** – Christine Tata shared a poem from Robert Frost and reflection
2. **Review of minutes from previous meeting – *Council action:*** Brian motioned to approve the minutes as submitted and Cathy seconded. Motion carried.
3. **Treasurer’s Report** – Loretta submitted the treasurer’s report / note for the month of April
4. **Old Business**
  - a. **Nominations Committee Update** – Two positions remain outstanding which the Nominations Committee will continue to work to fill in the coming days between now and the congregational meeting on June.
    - i. ***Council action:*** Cathy moved to approve the slate of nominees and Bill seconded. Motion carried.

| <b>Church member</b>                | <b>Position</b> | <b>Church member</b>         | <b>Position</b>  |
|-------------------------------------|-----------------|------------------------------|------------------|
| Moderator                           | Cathy Hansen    | Youth Rep. Trustees          | Owen Troy        |
| Vice Moderator                      | Jackie Womack   | Spiritual Life Chair         | Cameron Rollwitz |
| Deputy Moderator, Programs          | Jodie Robinson  | Christian Ed. Chair          | Robin Miller     |
| Council Secretary                   | Toni Klemm      | Fellowship Chair             | Open             |
| Congregational Rep.                 | Open            | Youth Rep Programs           | Kat Fouch        |
| Diversity, Equity, & Inclusion Rep. | Tami Dudo       | Senior Pastoral Relations    | Kenny Wiley      |
| Property Chair                      | Susan Fontaine  | Associate Pastoral relations | Victoria Junek   |
| Financial Sect.                     | David Ford      |                              |                  |

**5. New Business**

- a. **United Church Funds investment allocations** – Trent shared an update on his conversations with United Church Funds as it relates to our endowment. He shared a recommendation from the Finance Committee to invest the following amounts into the Reserve and the Ministries Funds into investments via United Church Funds.
  - i. **Reserves Fund – \$87,500**
  - ii. **Ministries Fund - \$60,000**

***Council Action:*** Bill made a motion to approve the recommendation to invest in the aforementioned amounts. Loretta seconded. Motion carries.

- b. **Regather Plan**– Kelly gave an update on the regather plan after the first in-person service on Sunday. The ad hoc committee will be meeting tomorrow (Tuesday 5/25) to discuss reflections from Sunday and plan for future services.
- c. **AV/Tech position** – Kelly shared an update that Trent has been working with Andy Tag and Cameron Rollwitz to develop a clearer position description for the AV/Tech job description. The job description has been finalized and distributed.
- d. **Appointment of David Ford to Financial Secretary** – Kelly shared that David Carlson is moving away and needs to end his term as Financial Secretary early. He is stepping down on June 1. David Ford has been identified as recommended to complete David Carlson’s term for the coming year.
  - i. **Council action:** Cathy moved to approve the nomination of David Ford to Financial Secretary. Loretta seconded. Motion carried.
- e. **Hail Damage Claim update** – Kelly shared an update from the Finance Committee about two pending insurance claims and recommendations for additional expenditures.

Finance committee is recommending re-allocation \$20,000 of Major Expenses from non-urgent siding repair to cover expenses for higher quality roof, a new HVAC system, and use the remainder of the \$20,000 to cover new, additional cabinetry for the kitchen.

**Recommendation:**

Reallocate \$20,000 of siding repairs to address the following building improvements:

- i. Roof Replacement – Recommendation to approve upgraded roof (~+\$7800)
- ii. New HVAC – Recommendation to approve new HVAC system since repair work is being done
- iii. Kitchen Cabinet – Recommendation to use remainder of \$20,000 after those two expenses to upgrade and improve cabinetry in the kitchen.

**Council action:** Loretta made a motion to approve the above recommendation. Angela seconded. Motion carried.

- 6. **Interim Senior Pastor’s Report** – Christine shared her reflections on her experience at Friends and recommendations for the Council and the Church moving forward. She shared many positive experiences, and also shared recommendations for moving forward:
  - a. Given the size of the church, streamline IT systems to foster smoother onboarding and other IT operations
  - b. The church is growing and wants to grow. We’re no longer a pastoral-size church; we’re a congregational-size church. Now that we’re moving back into in-person, there’s an opportunity to double-down on evangelism and outreach to the community.
  - c. There are opportunities to improve the infrastructure, operational systems, and accountability structures the church as it continues to grow.

She also shared an update of her activities and plans for the remaining weeks.

7. **Associate Pastor's Report** – Trent shared an update on his activities from the past month. He shared updates about the church office reopening on June 1. He also shared a worship planning tool that Trent and Christine are beginning to use for planning worship services.
8. **Report from Congregational Representatives** –Jill Fouch and Brian Gilson – No report, see earlier report from Nominating Committee.
9. **Report from Deputy Moderator for Trustees** – Bill submitted his report with a focus on the Property Committee.
10. **Report from Deputy Moderator for Programs** – Angela shared an update from her Programmatic committees. Justice and Mission is struggling to find enough volunteers for the church pantry.

**Council action:** *At 7:18pm, Church Council moved into closed session.*

#### **11. Closed session to discuss personnel issues**

**Council action:** Council voted to approve the 6-month evaluation of Dan De Leon. *At 7:24pm, Cathy made a motion to adjourn. Motion carries.*

#### **12. Calendar reminders**

- a. May 24 – Annual Report information due
- b. June 13 – Annual Congregational Meeting
- c. June 21 – Council Meeting (one week early) @ 6:00 pm

Minutes taken by Brian Gilson.