

Church Council Minutes

March 17, 2020

Present: Peter Mueller, Gemina Petruzelli, Beverly Hawkes, Mary Fechtig, David Geen, Julie Ridl, Sue Fleming (via Zoom).

Absent: Marty Coffin

1. *Welcome* – Pete opened meeting at 6 pm.
2. *February 2020 Minutes* – Bev distributed drafts prior to meeting with no corrections or additions.
Motion: from Mary to approve. David second. Motion approved.
Action: Julie will post the approved minutes in the Friendship Hall and the E-pistle.
3. *Pastor's Report* – Julie
 - a. Mike Boston has completed and submitted the 2019 UCC Annual Report.
 - b. DUCC has joined with other local churches in supporting our government offices, police and fire departments, and first responders, by gathering and mobilizing a team of volunteers who can help with various tasks and needs of the community during this Covid-19 pandemic. Sign up is available for those who are healthy, mobile, and willing to help in this way at SDVolunteers.com.
 - c. Pastor Sal will be returning from his sabbatical on April 1st.
4. *Financial Report* – Gemina – February reports are forthcoming.
 - a. Gemina set up a procedure with Paul Burdick for the bank deposit of checks arriving by mail.
 - b. Mike Boston expressed concern via email regarding the lower church donation amounts and the meeting of financial obligations.

Discussion:

- Reminder to congregants of the availability of online giving.
Action: Julie will highlight in E-pistle.
- Reminder: monies are available in reserve that could temporarily help in meeting commitments.
- Cost saving considerations:
 - Place on hold church ad in the Commercial Record? Reminder that we don't want to lose the ad space.
Action: wait for Pastor Sal's guidance.
 - Slow down or place hold on grant proposals?
Action: No current vetted requests so no decisions needed at this time.
 - Consider cutting housekeeping hours? Housekeeping still necessary since Stephen Ministers and Wednesday Meditation group continue to meet on campus.
Action: Innovative subcontractor hours will be arranged.
 - Music Director wage adjustment due to not having church services.
Action: Decision deferred.

5. *Trustee Report* – Pete
 - a. Retreat House front door lock system needs replacement.
 - b. Friendship hall ceiling water leak.

Action: Marty will address both issues upon his return from vacation.
6. *Committee/Group Report* - Sue - Grant Proposal Committee: No current vetted requests.
7. *Ongoing Business* – Pete/Mary - Lead gift capital campaign: Postponed until current Covid-19 financial consequences improve.
8. *New Business*
 - a. Additional Church Council decisions - Bev
 - March 3, 2020 via email (David, Mary, Bev, Sue, Pete, Gemina).
UCC Update: Recommended communion guidelines to combat the spread of Covid-19.
 - Eliminate “intinction” and drinking from the chalice by switching to disposable cups for both wine and juice.
 - Communion leaders and juice/wine distributors use an alcohol based sanitizer before preparing the gifts of bread and wine.
 - Communion leader drop the bread into the open palms rather than allowing congregants to help themselves.

Motion: from David to implement these recommendations. Bev second.
Motion approved.
 - March 12, 2020
Present: David, Gemina, Pete, Julie, Bev.
Discussion:
 - Congregants expressed concerns and offered suggestions regarding church procedure changes to decrease the spread of Covid-19 with an emphasis on the advanced age of a large number of congregants in addition to participants with compromised health issues.
 - The CDC and state government recommendations regarding the number of group meeting participants that can meet safely remains fluid. The State of Michigan currently recommends less than 100.

Motion: from David to suspend church services indefinitely starting Sunday March 15th. The Sunday lectionary and the liturgy will be posted weekly in the E-pistle on the following Friday. Included will be a video of the scheduled sabbatical speaker. Gemina second. Motion approved.
 - b. Covid-19 self-quarantine response plan – Julie – How can DUCC help?
 - Louise Kenny (DUCC’s Community Resource Coordinator) is working with Congregational Care (Cindy Winkler) to address specific needs of isolated congregants.
 - Julie will post in E-pistle contact information if help is needed and reminder to check on others.
 - c. Campus Sanitation – Julie
 - Still necessary as small group meetings continue.
 - Protection from Covid-19 for housekeeper doing cleaning.
Action: Julie will discuss alternatives with housekeeper.
 - d. Monitoring the helpline e-mail – Julie

- SDVolunteers.com (see3b above) is a community resourced data base that is being built. DUCC and other churches will monitor and offer assistance as needs are identified.
- e. Retreat House Rental Policy and Rules – David
- Current policy (DUCC policy 3-4 Parsonage Retreat House) mission statement states, “Parsonage Retreat House is to provide a peaceful place of rest, renewal and reflection for all those seeking to strengthen their relationship with God” with fees being a suggested donation.
- Discussion:
- Based on the current policy council needs to consider the appropriateness of summer interns from local venues staying at the Retreat House.
 - Reminder that the Retreat House is electronically advertised to 200 churches as a place for clergy and their staffs to “meditate, collaborate or simply rejuvenate.”
 - Does allowing interns to spend the summer qualify the Retreat House as a rental? If yes, does that affect the church’s 501(c) tax status?
- Action:**
- ❖ Mary will explore the possible tax consequences if change in Retreat House use status.
 - ❖ Consultation with Pastor Sal regarding stated policy and Retreat House usage.
- f. Personalized Donation Requests – Gemina
- Action:** Gemina will follow-up with requests.
- g. Life Drawing Classes Request –Pete
- Betsy York requesting usage of the Friendship Hall for a local Art Group’s “life drawing” (nude model) class.
- Discussion:
- Appropriateness of “life drawing” (nude model) on the church campus.
 - Friendship Hall rental fees.
 - Covid-19 requirements.
 - Consultation with Pastor Sal.
- Action:** Council will review DUCC’s Constitution and Policies and defer decision until after consultation with Pastor Sal.
- h. Form Compensation Committee – Pete
- Committee needs to be formed to carry out the annual review and compensation package for Pastor Sal that follow UCC’s guidelines.
- Action:** Pete, David and Bev will comprise the committee.
- i. Continual inappropriate use of church facilities by congregant – Pete/Julie
- Action:** Congregant will be reminded of rules governing access to church campus. Both physical and personal boundaries of congregant need to be put into place. Consultation with Pastor Sal regarding who will approach congregant.
9. *Adjournment* – 8:15 pm.
- Motion:** from David. Mary second. Motion approved.