

APPROVED Church Council Minutes

April 18, 2023

Present: Pastor Sal Sapienza, Peter Mueller, Kelly Wright, Stacy Honson, Jim Kern, Beverly Hawkes.

Excused: Stan Greene, David Geen.

Guest: Jeff Spangler

1. *Welcome and Introduction* – Pete welcomed Jeff Spangler.
2. *Opening Prayer* – Pastor Sal opened the meeting with prayer at 6:00 pm.
3. *March 2023 Meeting Minutes* – Bev distributed the final draft prior to the meeting.
Motion: from Jim to approve. Kelly second. Motion approved.
Action: The minutes will be in the E-pistle and posted on the Friendship Hall bulletin board.
4. *Pastor's Report* – Pastor Sal distributed the April report prior to the meeting.
Highlights:
 - a) Several congregants have stepped forward and volunteered to greet participants and serve refreshments at the GWA Spring Meeting that we are hosting on May 7th.
 - b) We will match the \$893.26 special collection for UCC's "One Great Hour of Sharing."
Action: The detailed report will be in the E-pistle and posted on the Friendship Hall bulletin board.
5. *Financial Report* – Stacy distributed the Profit and Loss YTD March 23 report, Balance Sheet March 23 report, and FY P&L report prior to the meeting.
In Sum:
 - a) January 23– March 23:
Income: Actual \$86,107
Budget \$82,375
Expense: Actual \$83,140 (Includes \$18,740 for Spring St. remodel).
Budget \$81,836
 - b) YTD March 23:
Income: Actual \$257,354
Budget \$ 247,125
Expense: Actual \$306,000 (Includes Spring St. remodel, new roofs etc.).
Budget \$320,506
6. *Trustee Report* – Kelly
 - a) 88 Spring St (SS):

Kelly distributed the updated Spring St. refresh budget including accounts paid and pending. Spending to date of the \$30,000 budget is \$30,090.07.

- 1) Completed: Technology installation (except for sound bars); window blinds installation; purchase of Pastor Sal and Julie's office chairs, five bar stools, and filing cabinet.
Action: Kelly will develop an instruction document and oversee training for the new video technology.
 - 2) Pending: signage installation (exterior signage temporarily on hold); Best Buy sound bars installation; interior cleaning and disposal of washer and dryer scheduled for this Friday; office equipment, supplies, printers etc. to be moved in next week.
 - 3) Gutter cleaning date TBD.
 - 4) Grading around Spring Street house for proper water drainage needs to be evaluated and issues resolved.
Action: Kelly will discuss with Tino.
 - 5) Spring St. open house for the congregation will be held after Sunday service on May 21st.
- b) Campus storage cleanup and organizing dates and times TBD.
- c) Upcoming activities:
- 1) Chris Clark is overseeing the Consumers Energy Small Business Energy Efficiency Program audit scheduled for April 19th.
 - 2) Campus semi-annual HVAC service scheduled on May 3rd.
 - 3) Friendship Hall (FH) entry refresh project will repair the water damaged joists, replace the subfloor, install new floor tile and replace the exterior door. Date TBD.
 - 4) Sprinkler system reactivation and repairs to be made as necessary. Date TBD.
 - 5) Retreat House smoke detectors to be replaced.
 - 6) FH connecting wall/roof repair to be re-evaluated.
 - 7) Flag poles, ropes etc. need repair.
- a) Creation Justice Committee (Virginia) requested space in the FH for a bookcase for CJ literature. A designated location was determined.
Action: Kelly will notify Virginia.
- d) Facilities Stewardship Project is unfolding in a rolling manner...not all at once i.e., SS house painting. Kelly will report additional costs/bids for the campus renovation budget as they occur.
Noted: Future project priorities within a tentative 3-year timeline power point presentation will be developed for the annual meeting in June.
- e) Use of Campus Facilities:
Motion: from Kelly that SS use, be restricted to church related business only. Jim second. Motion approved.

7. *Committee/Group Updates* – Pete

- a) Grant Proposal Committee (GPC) vetted and approved that “Children First Lakeshore” be granted the requested \$5,000.

Motion: from Bev to approve the \$5,000 grant request from “Children First Lakeshore.” Jim second. Motion approved.

- b) GPC vetted and approved that “Ladders of Hope” be granted the requested \$4,500.

Motion: from Jim to approve the \$4,500 grant request from “Ladders of Hope.” Kelly second. Motion approved.

Noted that both organizations have received funding from DUCC in the past.

8. *Ongoing Business* – Pete

- a) The congregational survey results that will determine interest in resuming 2nd Sunday potlucks is being compiled and will be reported on next month.
- b) Safety and Wellness Team – Pete
Members include Wendy Hamlin (facilitator), Louise Kenny, Demetrea Terrien, and Bev Hawkes. A meeting is planned for May to discuss the congregational survey results and develop future planning/programming.
- c) Service Training – Pete developed an outline of the Sheriff’s Department Safety Training Program (that Pete, Kelly and Mike VerMerris attended), to be used as a teaching tool and part of the volunteer training curriculum.

9. *New Business* – Jeff Spangler distributed a detailed analysis of the Douglas zoning requirements for the next renovation phase for 88 Spring St.

Zoning Requirements:

- a) A zoning permit will be required to install a new deck/patio and a new driveway/parking pad.
- b) The proposed usage of SS as office building is not permitted in the current R-3 (residential) zoning district.

Noted as a major issue concerning the project.

Possible Solution:

- a) Combine the two lots (Sanctuary/FH is “grandfathered” because it was built before the adoption of zoning ordinances) and SS property.
- b) Reasoning: in the definitions, a religious building (principal structure) may have an accessory use that includes one single-family dwelling (assuming refers to a parsonage) (SS). Our argument would be that churches require an office building for administrative purposes. Combining the two lots would give us a strong case with the zoning administrator for approval of SS for office use. If not, we could seek a variance from the Zoning Board of Appeals.

Action:

- 1) Jeff will inquire into legalities of possible future reversal of combining the two lots.
- 2) Jeff will set up property survey for combining the two lots.
- 3) Jeff will submit to the City of Douglas zoning permit applications for the deck/patio and driveway/parking pad at the same time as an application for change in type of occupancy (SS from a single-family dwelling to an office building).

10. *Next Meeting Date* – May 16 at 6pm with 3 new Council members in attendance.

11. *Adjournment* – 8:00 pm

Motion: from Stacy. Kelly second. Motion approved.