

# Church Council Minutes – Approved

August 27, 2024

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Present: Mark Johnston, Stacy Honson, Jim Kern, Bernice Lopata, Max Brown, Kathleen Mueller, Lynne Snyder, Larry Fuerst, Jody Betten, Mike VerMerris

Excused: Mike Mok

1. *Welcome and Introduction* – Mark called the meeting to order at 7:12 pm, following the executive session portion of the council meeting.
2. *Opening Prayer* – Jody opened the meeting sharing poetry as prayer.
3. *July 2024 Meeting Minutes* – Mike V. distributed the final draft of June’s meeting minutes prior to this meeting.  
**Motion:** from Max to approve the minutes. Lynne second. Motion approved.  
**Action:** Meeting minutes will be in the E-pistle and posted on the Friendship Hall bulletin board.
4. *Pastor’s Report* – Jody distributed the August report prior to this meeting.  
Highlights:
  - a) The Transition Team met twice this month and began the conversation about Systems and Structures. The reality is that in many ways we function as a Program-size church and in other ways as a Pastor-size church. Before formally becoming Program-size, it would make sense to entertain the question, “What is your why?” (phase 5 of the Interim process). Our Transition Team is exploring ways to engage the whole congregation in the “What is your why?” question.
  - b) The Congregation Care Team met to continue the conversation about best practices for being a caring congregation. Imagine an umbrella called Caring Ministries and underneath like raindrops falling are ministries like driving, meals, listening, grief care, crisis care, etc., in which people can engage with using their gifts, strengths and skills or as they have need. The team is also considering a Parish Nurse position, perhaps to share with another church. Watch for opportunities to engage.
  - c) Our Ministry Fair will be held on Sunday, September 22 after the worship service. It will be an opportunity to share the good ministry we are doing so that others may know and join in. There will be tables set up throughout the campus, complete with information about the many groups, and what kind of volunteers they are looking for.  
**Action:** The detailed report will be in the E-pistle and posted on the Friendship Hall bulletin board.
5. *Financial Report* – Prior to the meeting Stacy distributed July’s financial reports: Profit and Loss Comparison; Monthly Balance Sheet; Budget vs. Actual FY24 P&L.  
Highlights:
  - a) Collections are \$3000 below budget and \$5000 lower than last year.
  - b) Significant expenses:
    - \$1900 to the Afghan Family, \$3600 – balance in account to be paid out this month

- \$1770 for block party – reimbursed by donor. This is in the Mission/Social Action category but will be moved to a new category, perhaps Community Outreach or Fundraising?
- c) Summary, net of Campaign Income and Expense:

	July, 2024	
	<u>Actual</u>	<u>Budget</u>
Income	30,714	34,625
Expenses	30,547	29,144
Net Income	167	5,481

**Motion:** from Kathleen to approve the financial reports as presented. Larry second. Motion approved.

6. *Campus Steward Report* – Kathleen distributed the report prior to this meeting.

Previous Business (per Kelly):

- a) The new railing on the sanctuary steps was installed by Chris Maitner on August 22. Chris also installed a grab bar on the right door jamb to help folks make that last step.

Upcoming Activities & New Business:

- b) Friendship Hall Wall Stabilization

- Engineering Report: Craig Tamlyn of JDH Engineering completed his report recommending 5-7 rods be installed at the wall top to arrest wall movement, and that this work be done prior to the kitchen renovation. JDH Phase 1 is now complete. The report was shared with two contractors (not able to locate a third with appropriate experience/interest).
- Contractor Meetings: Kathleen and Jim met with the two contractors, Grand River Builders and EV Construction. Both have appropriate experience for the project, and their estimates are within a similar range. Both can begin work in October with completion in November (Friendship Hall will need to be closed to all traffic for about four weeks). Kitchen/bathroom work could begin after the first of next year.
- Project Planning: Cost will exceed the original wall stabilization budget by approximately \$45,000, putting us about \$20,000 above current pledges. Jim plans to address this.

**Motion:** from Lynne to commit \$48,360 and move forward with Grand River Builders to complete this project. This is based on their specific experience with restoration of church buildings like ours, and the professional endorsement of Craig Tamlyn of JDH Engineering. Jim second. Motion approved.

- c) Safety Team Meeting with Saugatuck Township Fire Department (STFD):

- All ten fire extinguishers are beyond their lifespan and require replacement, and the emergency light (with battery back-up) at the Retreat House needs to be replaced.
- The replacement extinguishers and the emergency light will be installed as soon as possible. Reinspection by the STFD is required by September 10.
- Going forward, Summit Fire Protection (used by STFD for their extinguishers) will inspect and tag all extinguishers annually. Fire extinguishers should be replaced every six years.

