

APPROVED Church Council Minutes

January 17, 2023

Present: Peter Mueller, Kelly Wright, Stan Greene, Beverly Hawkes. Pastor Sal Sapienza, Stacy Honson, Jim Kern, and David Geen attended via Zoom.

Guest: Paul Burdick

1. *Welcome and Introduction* – Pete welcomed Paul Burdick to the meeting.
2. *Opening Prayer* – Pastor Sal opened the meeting with prayer at 6:00 pm.
3. *Committee/Group Updates* – Paul Burdick - On behalf of the Creation Justice Team (CJT), Paul shared the Team’s vision for church campus land use and requested that CJT be included in future decisions regarding the same.
Suggestions from CJT include: CJT would provide lists of native plants and trees with recommendations for the Spring St. house refresh landscape project and the area behind the Retreat House (RH) as well as ideas on the locations of the plantings.
Discussion:
 - a) Kelly shared that the Spring St. house refresh is being completed in phases. A landscaping line item is included with a focus on a cleanup of the outside space to make it more presentable. Considerations for plantings in the area have yet to be determined.
 - b) The design of the future labyrinth that is being considered for the area behind the RH could be integrated with the CJT land use/garden initiative.
Action: Council agrees with the CJT request to move forward with recommendations for the church campus land use and will keep CJT in the loop regarding landscaping decisions welcoming their input.
4. *December 2022 Meeting Minutes* – Bev distributed the final draft prior to the meeting.
Motion: from Kelly to approve. Stan second. Motion approved.
Action: The minutes will be in the E-pistle and posted on the Friendship Hall bulletin board.
January 2023 Mid-year Congregational Meeting Minutes – Bev distributed the final draft prior to the meeting.
Motion: from Kelly to approve. Stan second. Motion approved.
Action: The minutes will be in the E-pistle and posted on the Friendship Hall bulletin board.
5. *Pastor’s Report* – Pastor Sal distributed the January report prior to the meeting.
 - a) The Mid-year Congregational Meeting was attended by more than 60 people “where we looked back in gratitude on 2022 and set our vision on 2023.”
 - b) The 2023 projects were presented at the Mid-year meeting that included the Spring St. house refresh for administrative offices/meeting space and the labyrinth behind the RH.

Action: The detailed report will be in the E-pistle and posted on the Friendship Hall bulletin board.

6. *Financial Report* – Stacy distributed prior to the meeting the YTD December 31 Balance sheet; P&L Comparison (July-December 2021 with July-December 2022); Budget vs. Actuals-FY23 P&L.

Observations:

- a) The IGF and Cornerstone balance statements are pending.
 - b) Mission/Social Action include:
 - 1) Crop Walk \$400.
 - 2) Interfaith Action \$1250.
 - 3) Afghan family expense reimbursement \$2160
 - c) Pastoral expense for the month is high as we paid quarterly social security and pension costs. They are on budget on a year-to-date basis.
 - d) All else looks good.
7. *Trustee Report* – Kelly
- a) Retreat House lower bathroom leaking toilet repaired.
 - b) Baumann & DeGroot are scheduled to install (4) modern HVAC thermostats on January 24th. Following the install, Kelly will put in place an “end of day” thermostat reset schedule to maintain consistent lower overnight temperatures.
 - c) Spring St. house refresh project plan is moving forward with team members recruited, bids researched and contractors selected. Paint colors have been selected (color samples shared with Council), as well as lighting and office doors.

Order of project execution:

- 1) Complete space preparation:
 - Interior space was totally emptied of furniture etc., donated and picked up by “Bibles for Mexico.”
 - Floors to be evaluated this week prior to carpet install.
- 2) Technology installation – Waiting on quote to upgrade beyond basic Wi-Fi: Best Buy inclusive package quote verses a la carte quote. Noted that DUCC is registered at Best Buy as a non-profit.
- 3) Drywall repair
- 4) Door installation – (3) Doors are ready. Carpenter will install for \$100. each.
- 5) Paint
- 6) Carpet – final decision pending the floor condition findings.
- 7) Furniture
- d) Repair of Friendship Hall entryway floor and exterior door replacement: There is moisture damage of the entryway floor due to water coming in through the storm door.

Recommend: Repair the entryway floor, replace the floor covering and replace the storm door with an appropriate outside door. Approximate costs for floor and new door: \$1200-\$1600. Goal is to complete the project this spring.

8. *Ongoing Business:*

- a) Afghan Family Support Task Force leaders requested that Council reconsider November 2022 decision to disburse the remaining donated funds to the family. Supporting documents from the leaders were sent to Council prior to the meeting that included their reasoning and arguments in support of their request.

Motion: from Stan for Council to reconsider last November’s decision regarding the disbursement of funds to the Afghan family. Kelly second. Motion approved.

Discussion:

- 1) Pete shared the input from UCC’s General Counsel and the Michigan Council Minister that was discussed at last November’s meeting with regard to the decision by Council to give the remaining funds to the family.
- 2) Two Council members had spoken individually to the Task Force leaders prior to today’s meeting and reviewed with Council the leader’s arguments to not disburse the funds to the family.
- 3) The question was asked and discussed regarding the sense of urgency for releasing the monies.

Motion: from Stan to continue with the accounting and distribution of the Afghan Refugee Family Support Task Force Fund in the manner it has been disbursed thus far. David second. Motion approved.

Action: Jim will notify the Task Force leaders of Council’s decision.

- b) Capital or Stewardship Campaign - Pete

Discussion:

- 1) The Spring St. house refresh project cost estimates have been gathered, but any further campus project planning expenses will need to be finalized before announcing any fundraising efforts.
- 2) To establish a formal plan, an informed and thorough understanding of these future projects including costs is necessary.
- 3) Nothing at this point is “set in stone.”

9. *New Business*

10. *Next Meeting Date* – February 21 @6 pm.

11. *Adjournment* – 7:35 pm.

Motion: from Kelly to adjourn. Jim second. Motion approved.