

Church Council Minutes – Approved

March 10, 2026

Present: Barb Witt, Wayne Titus, Bill Briggs, Kathleen Mueller, Bernice Lopata, Lynne Snyder, Larry Fuerst, Jody Betten, Dan Plasman, Mike VerMerris

- 1) *Call to Order* – Barb called the meeting to order at 6:02 pm. (**Appendix-A** – agenda, embedded file below)
- 2) *Opening Prayer* – Jody opened the meeting with an inspiring prayer based on a poem by Rosemary Watala.
- 3) *December 2025 Meeting Minutes* – Mike distributed a draft of the February 10, Council Meeting minutes prior to this meeting. Barb asked for a correction to section-8a ‘Roll Over Provision for Grant Policy’. The revised text was shared prior to the meeting and discussed before a motion for approval was made.
Motion: from Jody for approval of the minutes as revised. Bill second. Motion approved.
Action: The approved meeting minutes will be accessible within the E-pistle and posted on the Friendship Hall bulletin board. (**Appendix-B** - embedded file below)
- 4) *Financial Report* – Prior to the meeting Wayne distributed the financial reports and the draft financial dashboard for February (**Appendix-C** - embedded file below). The dashboard is part of an effort to move toward a more concise “financial early warning” view of our operating position so Council can quickly see key indicators. Wayne welcomes feedback as the format evolves.
Financial Narrative:
After adjusting expenses for final payments for the Friendship Hall, our current budgeted expenses are running close to actual. Our offerings strengthened over the past few months, creating positive giving momentum, pushing us ahead of Seasonal Pace Target, and ahead of prior YTD offerings, with the Easter “bump” pending. Our Operating and Cash Reserve balances are strong and provide a cushion of 10.5 months.
Additional Items:
 - a) *IGF, Mission and Outreach Policy Revisions* – Wayne, Mike and Barb will meet to review the wording of this policy which replaces current policies. They will present their findings to council at the next meeting. (**Appendix-D** - embedded file below).
 - b) *Capital Budgeting and prioritizing discussion* – Wayne explained that our existing policies describe how projects are approved and executed, but do not provide a clear framework for how capital needs are planned, prioritized, or funded over time. The council reviewed Kathleen’s summary of future projects identified during her tenure as Campus Steward (including: IGC front deck; Retreat House electrical; Trash Enclosure; kitchen Closures; Furnaces and AC units). Council agreed that a more structured process for reviewing and approving future expenditures is needed.
Action: Wayne will send out proposed capital budgeting/policy documents to council members for review and feedback. Council members will send questions or feedback directly to Wayne, who will summarize and address questions before the next meeting.
- 5) *Pastors Report* – Prior to this meeting Jody and Dan distributed their report dated ‘February 9, 2026 – March 8, 2026’ (**Appendix-E** - embedded file below). It listed the many meetings

they have attended, both on and off campus. Jody and Dan shared their experiences and approaches as co-pastors, highlighting their different strengths and the importance of playing to those strengths. Also, they will meet again this week with the potential campus steward volunteers to further discuss their involvement and interest in the role.

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

6) *Old Business:*

a) *Priority List* – Barb felt the list was on track, and to expedite the meeting, review was tabled. (**Appendix-F** - embedded file below)

b) *Update on Behavior Covenants – Right Relationships – how to re-introduce* – The group discussed the “Right Relationships” document. Rather than making further title changes they decided to reintroduce it at the June congregational meeting and potentially incorporate it into sermons and committee meetings. They also agreed to post it in the friendship hall and make it available online. (**Appendix-G** - embedded file below)

Action: Jody will take the document to the worship committee for consideration of how to integrate it into upcoming services, especially during Pentecost, and make printed copies available for the congregation.

7) *New Business:*

a) *Updated DUCC Flow Chart – proposed future structure of Council.* – Barb presented a revised congregational flow chart that shows how the different teams and committees tie in with church council, all working together to accomplish the church’s mission (**Appendix-H** - embedded file below). The flow chart removes the Campus Steward council officer position and replaces it with an at-large council member position, which requires congregational approval. The group debated whether to keep the campus steward position as an officer on the council or move it to a separate stewardship arm. The council agreed to continue the discussion and recruit at-large positions while exploring the best structure for the future.

Action: The Nominating Committee will continue to recruit for at least two at-large council positions and keep the conversation open regarding the future structure of the campus steward/buildings and grounds roles.

b) *Review of role description for At-Large Council Members* – Prior to the meeting Barb distributed the new role description for At-Large Council Members which will help with recruitment for two upcoming positions (**Appendix-I** - embedded file below). The role description was reviewed and discussed.

Motion: from Larry for adoption of At-Large Council Member Role Description. Lynne second. Motion approved.

c) *Update on Nominating Committee* – Wayne and Bernie, along with Linda McWebb and Barb Lucier will begin the nominating committee work to review job descriptions, set staggered terms, recruit/advertise for open council positions, and present recommendations to council.

Action: The committee will present a recommendation for staggered terms and a slate of candidates to council for approval, then to the congregation for affirmation at the annual meeting.

d) *Resolution for Christian Neighbors Fundraiser* – Christian Neighbors has requested our church sponsor a liquor license for their fundraiser on May 3, 2026, at the Saugatuck Yacht Club. Area churches rotate this responsibility and this year our church is being

asked. A resolution from the State of Michigan needs to be filled out and notarized. Wayne confirmed that an insurance rider would be needed.

Motion: from Jody to sponsor a liquor license for Christian Neighbors' Fundraiser (May 3, 2026). Wayne second. Motion approved.

Action: Barb will ensure the resolution is signed and notarized for submission to the Liquor Commission. Wayne will ensure an insurance rider is obtained for the event.

8) *Closing Remarks & Reflection:*

There were good conversations this evening. Receiving documents for discussion earlier would be helpful.

9) *Closing Prayer* – Bill lead us in the closing prayer.

10) *Adjournment* – 7:38 pm.

- Next Council Meeting - Tuesday, April 14, at 6:00 pm.

Appendix-A (*Section 1 – March Meeting Agenda*)



Agenda 03.26.pdf

Appendix-B (*Section 3 – February Minutes*)



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Appendix-C (*Section 4 - Financial Report*)



DUCC_Financial_Dashboard_Workbook

Appendix-D (*Section 4a) IGF, Mission and Outreach Policy Revisions*)



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DUCC_Mission_Outreach_Calculation_V

Appendix-E (*Section 5 – Pastors Report, March*)



March 2026 Pastors Report.pdf

Appendix-F (*Section 6a – Old Business: Priorities List*)



Priority List 03.26.pdf

(Reference page-4 for Appendix 'G' through 'I')

Appendix-G *(Section 6b – Old Business: Behavior Covenants – Right Relationships)*



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Relationships with v

Appendix-H *(Section 7a – New Business: Updated Flow Chart)*



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Chart Worksheet Re

Appendix-I *(Section 7b – New Business: At-Large Council Member Role Description)*



DUCC At Large
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