

# APPROVED Church Council Minutes

May 18, 2021

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Present: Pastor Sal Sapienza, Peter Mueller, Gemina Petruzelli, David Geen, Beverly Hawkes.

Late Arrival: Stan Greene (via phone).

Excused: Mary Fechtig, Marty Coffin.

Guests: Stacy Honson, Jim Kern, Bob Kenny, Dick Lucier.

1. *Welcome and Introduction* – Pete welcomed and introduced Stacy Honson who is replacing Gemina as Treasurer, and Jim Kern who is replacing Mary as Financial Secretary effective July 1, 2021. Also, Bob Kenny (FOC) and Dick Lucier (former Trustee).
2. *Opening Prayer* – Pastor Sal opened with prayer at 6:02pm and shared 2 Timothy 1:7, “God did not give us a Spirit of fear but rather of love, power, and sound mind.”
3. *April 2021 Meeting Minutes* – Bev distributed the final draft prior to the meeting.  
**Motion:** from Pastor Sal to approve. David second. Motion approved.  
**Action:** Julie will post in the E-pistle.
4. *Pastor’s Report* – Pastor Sal distributed report prior to the meeting. See attached.  
In Addition:
  - a) Thank you’s received from:
    - Jim Sullivan of the Saugatuck/Douglas Rotary Club for the \$2,500 check given in support of the Tri-Community Household Hazardous Waste Day.
    - UCC’s Wider Mission donation of \$6,000 total over three installments for FY21.
  - b) DUCC donated \$250 in support of the Holland Pride Event 2021 at the SCA on August 14<sup>th</sup>.  
**Action:** Julie will post detailed report in the E-pistle.
5. *Financial Report* – Gemina  
Revenues remain strong. Narrative and spreadsheet reports pending.
6. *Trustee Report* – Pastor Sal  
Congregants Bud Baty and Max Matteson noted that the church front doors appear faded and have offered to assist with the necessary sanding and varnishing.  
**Action:** Pastor Sal will follow-up with Bud, Max and others who have assisted with the refinishing of the doors in the past.
7. *Committee/Group Updates*- Two requests from the Grant Proposal Committee (GPC).

- a) GPC recommends funding Sylvia's Place, the only domestic violence safe house in Allegan County, in the amount of \$3,500 from the FY21 budget.  
**Motion:** from Bev to grant the \$3,500 request to Sylvia's Place. David second. Motion approved.
- b) GPC recommends funding Lighthouse Immigration Services in the amount of \$4,000 from the FY22 budget. These funds will be earmarked for immigrants in Allegan County.  
**Action:** Council requests that Pete obtain more information from Karen Clark regarding this funding and Council will revisit at June's meeting.

8. *Ongoing Business* – Pete

- a) Campus Comcast service update – After considerable negotiations with Comcast, congregant Chris Clark received a quote of \$276/month for Internet service to all three campus buildings.  
**Motion:** from David to approve. Gemina second. Motion approved.  
**Action:** Pete will follow-up with Chris to notify Comcast.
- b) Covid-19 issues and planning – Pete, Pastor Sal
  - 1) April 26, 2021 – Request to council from Pete and Pastor Sal via email that we purchase (3) Jade HEPA air filtration units from Surgically Clean Air for use in the sanctuary in preparation for the return of in-house Sunday services.  
Noted: The cost of (1) unit has been generously donated by two congregants.  
**Motion:** from Gemina to approve the purchase. Stan second. Motion approved 6 yea/2 absent.
  - 2) Updated CDC guidelines distributed prior to the meeting now allow for fully vaccinated people to attend a full-capacity indoor worship service and sing in an indoor chorus without masks. Unvaccinated people will have to continue to wear masks.  
Discussion:
    - a. Because all UCC churches are different, the National UCC cannot make the decision for when to return to in-person services. Church Council is therefore the decision making body.
    - b. Suggestion that we return to in-person worship on Sunday, June 6<sup>th</sup> at 10am with the following conditions:
      - ❖ Entrance signage reminding congregants of mask/no-mask requirements.
      - ❖ Greeters at each entrance will distribute bulletins and pre-packaged communion wafer and juice cup sets.
      - ❖ Masks and hand sanitizer stations will be available and conveniently located.
      - ❖ All participants will stay in the pews throughout the service including communion.
      - ❖ “Passing of the Peace” will be bowing towards the other. No physical contact such as handshakes or hugs.

- ❖ Seating in the Friendship Hall will be set up to accommodate those who desire more social distance.
  - ❖ “Coffee hour” will be held outside following the service and not include food or drink.
  - ❖ The (5) Jade HEPA air filtration units will be operating with (3) in the sanctuary and (2) in the Friendship Hall.
  - ❖ Live video recordings of the services will be available for members not yet returning to in-house services in addition to our online church family.
- c. We recognize that not everyone is ready to return to in-person worship services and respect each individual’s decision. Pastor Sal and Council’s desire is that all congregants feel safe and comfortable when they do return.
- Motion:** from David that in-person worship services resume on Sunday June 6<sup>th</sup> at 10am that will include the discussed conditions listed above and are consistent with the updated CDC mask guidelines. Gemina second. Motion approved.
- Action:** Pastor Sal will make the announcement with a video in this week’s E-pistle, at Sunday’s zoom “coffee hour”, and update the Commercial Record ad.

## 9. *New Business*

- a) ABI Inspection Services facilities quote – Bob Kenny, Dick Lucier
- Background: Commensurate with Council’s prior approval to FOC that a short term task force do a five year assessment of future facilities costs, and as a useful resource when the capital campaign resumes, FOC requests that council approve the ABI inspections and quoted costs (distributed prior to the meeting).
- Discussion:
- 1) ABI inspection in 2013 was thorough and included a 17 page report with photos and suggestions that needed immediate correction.
  - 2) ABI is a reputable company known to several congregants some of whom have used their services in the past.
  - 3) Discount from ABI is included in the quote.
- Quote: ABI inspector, David Tidd.
- a. 56 Wall St. (church and basement) \$535
  - b. 69 Wall St. ( Retreat House and basement) \$385
  - c. 88 Spring St. \$385
- Total: \$1,305
- Motion:** from Gemina to approve ABI Inspection Services quoted price of \$1,305. David second. Motion approved.
- b) Congregational meeting planning – Pete
- 1) June 27<sup>th</sup> 11:30am following 10am worship. Members may attend in-house or at home via zoom.
  - 2) Announcement of annual meeting will be made 2 weeks prior in the E-pistle.

- 3) Draft of 2020 Congregational Meeting Minutes will be posted in the Epistle 2 weeks prior for approval at the 2021 meeting.
- 4) Agenda will include Committee updates such as: GPC grants for FY21 (Karen Clark), Budget for FY 22 (Mike Boston), Capital Campaign etc.

10. *Compensation FY2022* – Pete, David, Gemina

- a) Pastor Sal's salary did not increase for FY21 (beyond the UCC medical/dental insurance increase of 0.5%) per his generous request and due to the unknown financial consequences of the pandemic on church income.
- b) The Compensation Committee for FY21 (Pete, David, Bev) revisited this decision in January 2021 and because church revenue remained favorable to budget, recommended that a \$3,000 cash bonus be awarded.
- c) After a review of past years percentage increases FY22 Compensation Committee concluded that a 12% increase in the total compensation package be awarded.  
**Motion:** from Bev that Pastor Sal's compensation package for FY22 be increased by 12%. David second. Motion approved.

11. *Next Meeting Date* – June 15 @6pm.

12. *Adjournment* – 7:30pm.

**Motion:** from David. Bev second. Motion approved.