

APPROVED Church Council Minutes

May 17, 2022

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

Excused: Stan Greene, Jim Kern, David Geen.

Guests: Bud Baty, Jodi Berault, Floyd Fleming, Jeff Spangler.

1. *Welcome and Introduction* – Pete welcomed Kelly Wright to his new role as Trustee. Pete also welcomed our guests.
2. *Opening Prayer* – Pastor Sal opened the meeting with prayer at 6:00 pm.
3. *April 2022 Meeting Minutes* – Bev distributed the final draft prior to the meeting.
Motion: from Stacy to approve the minutes. Kelly second. Minutes 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 report prior to the meeting.
Highlights: Twelve people took part in the New Members class and will be officially installed as members on Pentecost Sunday, June 5th. Also on June 5th, our church's 140th Anniversary will be celebrated with a block party held in front of the church following our Sunday service.
Update: Gifts for our annual Congregational Meeting recipients have been ordered and should arrive on time.
Action: The detailed report will be in the E-pistle and posted on the Friendship Hall bulletin board.
5. *Financial Report* – Stacy distributed financial highlights for April, P&L YTD comparison, Budget vs. Actuals FY 22 and 2023 Budget Draft prior to the meeting.
Noted that contributions were very strong and include \$10K from the Kellogg Foundation for matching. General and Administration costs include \$1250 to settle photo usage copyright. Mission costs include \$3691 for the Afghan family car repairs.
Budget Draft FY 2023 was reviewed and discussed. The draft included monies for new roofing and fencing (\$55,000). Additional potential expenditures will be noted below under #8 "Ongoing Business/New Business."
6. *Trustee Report* – Kelly
 - a) **Spring St. house:** The unsound deck on the north side of the house was removed by Trustee Committee members Kelly, Mike White and Larry Fuerst. Steps were installed and the area was seeded with grass.
 - b) **Retreat House:** Electrical outlets in the kitchen, bathroom and Pastor Sal's office that were previously modernized, were checked and are okay. One outlet in the kitchen required rewiring, which was completed. Additional wiring will require eventual updating.
 - c) **Smoke detectors** for the entire campus were checked and are in working order.
 - d) Sprinkling backflow preventer valve behind the church was leaking and found to be cracked. A new valve body was installed by a Plummer.

Action: Kelly will notify the church's sprinkler company (Dave) to check the entire system (including the sprinkler heads). Dick Bont, who has worked on the system in the past, will be notified of the system check date.

- e) Roofing: Quotes were obtained from three roofing contractors with the help of Kathleen Mueller.

Issues: Kelly spoke with four roofing contractors and all agreed that supply chain concerns have made finding the replacement of the current green color shingles more difficult to find while main stream colors (black/grey/brown) are more readily available.

- 1) The Design Committee stated that they would prefer the green color if it is available.
- 2) Kelly noted that the ABI inspection determined that the church roof and Retreat House roof were overdue for repair and will need to be replaced before this winter.
- 3) Kelly recommends that the Retreat House (including the garage), church, and Friendship Hall roofing all be done at the same time.

Action: Kelly will continue to search for green shingles and obtain quotes from three contractors with separate quotes for the Friendship Hall and the church, and the other for the Retreat House and garage. Council will be notified and possibly request an "E" vote so the work can move forward.

- f) Memorial Garden Fencing needs replacement.

Action: Kelly will contact Chris Maitner to discuss options and provide quotes to Council.

- g) Noted that the white pine tree by the church building will need to be removed in the near future.

7. *Committee/Group Updates* – Pete

Grant Proposal Committee (GPC) submitted a grant request from "Center for Dispute Resolution/Mediation Services" for \$3,000. Mediation Services provide affordable and confidential mediation or conflict resolution services for disputes that involve Allegan County residents.

Motion: from Bev to award Mediation Services \$3,000. Stacy second. Motion approved.

Action: Pete will notify Karen Clark (GPC) and Julie Ridl of Council's approval.

8. *Ongoing Business/New Business*

- a) Facility Plan B (Phase 1) – Bud, Jodi, Floyd, Jeff.

- 1) Sanctuary Wallcovering (remove, repair and installation), Pews and Wainscot (touch up stain and polyurethane) quote (with price breakdown) from Eckhoff-DeVies was presented to Council. The total cost of \$19,035 is significantly lower than previous bids.

Action: Jodi will follow-up with Eckhoff-DeVies regarding schedule availability.

- 2) Front Church doors - quote for refinishing the two doors from Vander Meulen (stripped and varnished) is between \$600-\$700 per door. It was noted that this is only a temporary fix lasting a couple of years.
- 3) Audio-visual platform remodel – Jeff distributed floor plan drawings that provide for the expansion of the platform while maintaining the historical integrity of the church. It was noted that the larger space is necessary as

the church's digital presence continues to increase and the potential for additional A/V equipment increases. Jeff offered to donate the labor costs.

Action: Jeff and Bud will prepare a materials cost list for the A/V platform expansion and notify Pete. Jeff will meet with the A/V Committee with updates.

Motion: from Kelly to approve up to, and not to exceed \$25,000 for Eckhoff-DeVies wallcovering, pews and wainscot (\$19,035); front church doors refinishing (\$1,200-\$1,400); and, A/V platform remodel (material costs pending). Pastor Sal second. Motion approved.

Action: Stacy will include additional expenses in FY23 budget draft.

b) Facility Plan B (Phase 2) - Jeff /Bud

- 1) New front church doors – Jeff distributed drawings of proposed future exterior front church entrance and entry vestibule designs.

Discussion: The current entrance does not meet code. The goal is to move in the direction of code compatibility. Installing new doors (that swing outward) will require structural work that includes a new concrete landing and steps (current wrought iron handrails will be utilized).

Suggestion: Replace the doors with composite doors that are factory finished and will last for many years with the same look as the current doors.

Action: Jeff will continue to explore options and notify Council of projected costs for future budget projections.

- 2) Altar area improvements – The goal is to improve the appearance while preserving the historical charm, obeisance, and warm spiritual space.

Action: The Design Committee will continue to explore options and bring ideas to Council for consideration and future budget projections.

c) 2011 Prius title transfer

Action: Pete will follow-up with Mark Johnston for the signed title, make an appointment with the Secretary of State (SOS) and drive the car recipient to the SOS's office to complete the transfer.

- d) Church's 140th anniversary celebration on June 5th updates – Pastor Sal has received, from five former DUCC Pastors, confirmations that they will be attending.

Suggestion: Have T shirts made to sell that commemorate the event.

Action: Pastor Sal will follow-up on availability.

e) Compensation Committee – Pete/Stacy/Jim

- 1) Music Director – Committee recommends an increase in wages after a discussion of the reasoning behind the decision.

Motion: from Kelly to accept the committee's recommendation. Bev second. Motion approved.

- 2) Administrative Assistant – Committee recommends an increase in wages after a discussion of the reasoning behind the decision.

Motion: from Pastor Sal to accept the committee's recommendation. Kelly second. Motion approved.

Pastor Sal leaves the meeting

3) Pastor Sal – Committee recommends an increase in wages after a discussion of the reasoning behind the decision.

Motion: from Kelly to accept the committee’s recommendation. Bev second. Motion approved.

Action: The committee will notify the Music Director and Administrative Assistant of Council’s decision. Pete will meet with Pastor Sal to share Council’s decision and obtain a signed contract.

9. *Next Meeting Dates* – June 21 @6pm.

Annual Congregational Meeting – June 26.

10. *Adjournment* – 8:05pm.

Motion: from Bev. Stacy second. Motion approved.