

APPROVED Church Council Minutes

May 18, 2023

Present: Pastor Sal Sapienza, Peter Mueller, Kelly Wright, Stacy Honson, Jim Kern, David Geen, Beverly Hawkes.

Excused: Stan Greene.

Guest: Mike Mok.

1. *Welcome and Introduction* – Pete welcomed Mike Mok who will be joining Council after July 1 following approval at the Congregational Meeting in June.
2. *Opening Prayer* – Pastor Sal opened the meeting with prayer at 6:05 pm.
3. *April 2023 Meeting Minutes* – Bev distributed the final draft prior to the meeting.
Motion: from Jim to approve. Kelly second. Motion 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 May report prior to the meeting.
Highlights:
 - a) The *Holland Sentinel* newspaper and WZZM 13 news did feature stories on the Afghan family that we welcomed and supported as they adjusted to life here in America.
 - b) Pastor Sal expressed gratitude for all the work that was done and for the many people involved in the Spring Street house refresh project. An open house will be held this Sunday May 21, after our worship service.
Action: The detailed report will be in the E-pistle and posted on the Friendship Hall bulletin board.
5. *Financial Report* – Stacy distributed the Budget vs. Actuals:2022-23; P&L Comparison July 2022-April 2023; Balance Sheet as of April 30, 2023.
Noted: that the financials continue to be favorable.
 - a) April Mission/Social Action includes:
 - Ladders of Hope \$4500.
 - Children First \$5000.
 - One Great Hour of Sharing \$1786.
 - b) Repair and Maintenance of \$17,000 is primarily due to the Spring Street refresh.

6. *Trustee Report – Kelly*

- a) 88 Spring St (SS): Kelly shared the updated Spring St. refresh budget. Spending to date of the \$30,000 budget is \$30,694.68.
- 1) Completed: wall monitors sound bars installed; old satellite dish and washer/dryer recycled; interior cleaning completed; front door lock updated to a smart lock; office equipment moved; whiteboard and bookcase installed in conference room; interior signage installed; church legacy phone number moved from Retreat House to SS; rain gutters cleaned; and, garage cleaned and organized.
 - 2) Pending: exterior signage (campus-wide); completion of documentation and training of the new video technology; and, complete and communicate SS main entrance lock group access code programming.
 - 3) Obtaining quotes for lowering the grade behind the SS house to address the water drainage issue. Noted that the grading issue needs to be resolved before outside painting can be done.
 - 4) SS outside painting (walls, shutters, gutters and trim). Prior estimate given of \$12,000.
Motion: from Stacy to approve \$12,000 for the outside painting of the SS house. Jim second. Motion approved.
- b) Additional activities completed: energy audit completed by Consumers Energy; HVAC campus-wide spring preventative maintenance completed by Baumann & DeGroot; Veltema Water Systems activated lawn sprinkler system and made necessary repairs; campus snowblower prepared for off-season storage; and, the American flag was replaced as well as the two flag pole lines and snaps located outside of the church.
- c) Upcoming activities:
- 1) Retreat house smoke detectors to be replaced this summer.
 - 2) Church exterior window arches repaint scheduled for July 19 by TMT Painting. Quoted cost is \$950.00.
 - 3) Friendship Hall (FH) entry refresh project will move forward next month. Meeting with carpenter next week to review the project that will repair the water damaged joists, replace the subfloor, install new floor tile and replace the exterior door. Noted: Council had approved \$1500.00 prior.
 - 4) North side of sanctuary/FH connecting wall/roof repair: Cost estimates from Sharp Construction include wall/roof sheathing replacement and labor with separate quotes for either aluminum (more costly) or vinyl siding. Quote does not include possible insulation replacement, structural damage or other unknown repairs.
Motion: from Jim to accept the bid from Sharp Construction of \$6,707.34 for the wall/roof sheathing replacement, vinyl siding and labor with a contingency approval up to \$20,000 if further repairs are needed. David second. Motion approved.
Action: Kelly will follow up with Sharp Construction.

7. *Committee/Group Updates*

8. *Ongoing Business*

a) Service Training:

Action: Pastor Sal will follow-up with Mike VerMerris regarding a training date.

b) Facilities Stewardship Project – Pete discussed Phase I being near completion and our moving into Phase II, both of which will be presented at the June Congregational Meeting. Phase I will include what has been completed thus far while Phase II will explore future plans beginning with the evaluation of the FH for either repair/renovation or replacement.

9. *New Business*

a) Jim distributed and explained the new Sunday collection counting worksheets that will streamline and simplify the procedure for the assigned counters.

Pastor Sal left the meeting at 7:40 pm.

b) Compensation proposal and vote – Pete, Jim, and Stacy researched past years compensation for Pastor Sal, Julie Ridl, and Peter Black. Factoring in current inflationary numbers, recommendations were reviewed and discussed with a majority of the members present in agreement.

Motion: from Stacy to approve compensation increases as presented. David second. Motion approved.

10. *Next Meeting Date* – June 20 at 6 pm with 3 new Council members in attendance.

11. *Adjournment* – 8 pm.

Motion: from David. Jim second. Motion approved.