

Church Council Minutes - Approved

May 14, 2024

Present: Mark Johnston, Stacy Honson, Kelly Wright, Jim Kern, Stan Greene, Mike Mok, Bernice Lopata, Jody Betten, Mike VerMerris.

Guest: Kathleen Mueller, Lynne Snyder, Kathleen Klage

1. *Welcome and Introduction* – Mark called the meeting to order at 6:03 pm and welcomed our guests. Kathleen Mueller and Lynne Snyder are Council candidates. Kathleen Klage is a member of Creation Justice, with an update on the landscape proposal.
2. *Opening Prayer* – Jody opened the meeting with prayer.
3. *April 2024 Meeting Minutes* – Mike V. distributed the final draft of April meeting minutes prior to the meeting. But after sending, in ‘section 9 - Bonus’, the amount of compensation was included. Normally this information wouldn’t be recorded in the minutes, and Mike V. suggested it be removed.
Motion: from Stacy to approve the April minutes, with the suggested change. Jim second. Motion approved.
Action: Meeting minutes will be in the E-pistle and posted on the Friendship Hall bulletin board.
4. *Pastor’s Report* – Jody distributed the May report prior to the meeting.
Highlights:
 - a) We are deep in the history phase. People are engaged in reading the history timeline (many thanks to Lewis Corbin for getting that together promptly!) At the Feast for the Soul, we discussed the ways that people were influenced by Sal, the things they miss, and what they hope will be carried into the future.
 - b) I continue to be in a learning mode, listening carefully for feedback and input. I have learned that the Teams and Committees have waned since Sal left. This is something we normally would work on in the phase related to systems and structures, but I’m moving quickly to meet with those folks (mostly the chairs). The process for Teams and Committees is to revisit (or create) mission statements for guidance and accuracy. I did meet with the Spiritual Retreat Planning Group.
 - c) Next priorities: gather the Transition Team, plan for Mason Memorial service, meet with chairs of Teams, New Member Class.**Action:** The detailed report will be in the E-pistle and posted on the Friendship Hall bulletin board.
5. *Financial Report* – Stacy distributed April’s financial reports prior to the meeting: Profit and Loss Comparison; Monthly Balance Sheet; Budget vs. Actual FY24 P&L.
Highlights:
 - a) No surprises for April.

b) The summary of income and expenses net of capital activity:

| | April, 2024 | | YTD April, 2024 | |
|------------|---------------|---------------|-----------------|---------------|
| | <u>Actual</u> | <u>Budget</u> | <u>Actual</u> | <u>Budget</u> |
| Income | 36,496 | 34,992 | 285,027 | 299,808 |
| Expenses | 27,897 | 29,050 | 237,981 | 290,500 |
| Net Income | 8,599 | 5,942 | 47,046 | 9,308 |

Motion: from Stan to approve the financial reports as presented. Mike M. second. Motion approved.

6. *Trustee Report* – Kelly distributed the report prior to the meeting.

Isabel Graham Center (IGC) Concrete Replacement Project:

Replacement/widening of the IGC concrete drive is included in Phase I of the Stewardship Campaign and budgeted at \$10,125. On May 4, Kelly emailed information and diagrams describing three quotes to complete this project and requested a council vote. A recommendation was made for: Tim Erlandson Construction, LLC - \$10,265; City work permit - \$100; Total cost - \$10,365.

Motion: from Kelly to approve the recommended spending to complete this project as described. Stacy second. Motion approved on May 7, by email vote.

Action: Kelly will proceed with the project as proposed.

Previous Business & Recent Activities:

- a) Authorized Chris Maitner to proceed with the fabrication and installation of a center handrail for the church front steps. No installation date is determined though expected to be this summer.
- b) Added Pastor Jody’s name to the sign on the left of the church front door.
- c) Building and door color samples for review are painted on the front of the Isabel Graham Center (several iterations, in fact). If there are any concerns with the paint colors selected, I’ll need to know soon.
- d) Repaired drain on church kitchen dishwasher due to a leak. Disassembled it, then cleaned and removed debris blocking the drain screen. The unit is back in service.
- e) Completed exterior repairs to Isabel Graham Center in preparation for painting. The final cost was \$2150 versus the original estimate of \$1800 - \$2000 (Mike McCormick Carpentry).
- f) Completed quarterly building pest inspection (VandenBerg Pest Control).
- g) Completed campus spring HVAC/air conditioning preventative maintenance (Baumann & Degroot).
- h) Church sprinkler system activated for the season (West Coast Irrigation).
- i) Replaced carbon filters in church and sanctuary air purifiers. These filters are replaced semiannually with the other purifier consumables being replaced annually in October.
- j) Completed quoting process, contractor selection and received council spending approval for concrete drive and sidewalk replacement of the Isabel Graham Center property. Permitting work in-process.
- k) Completed several miscellaneous items; adjusted thermostats, replaced batteries, etc...

Upcoming Activities & New Business:

- l) Obtain city permit and compete concrete replacement project at the Isabel Graham Center site. Currently, the project is expected to be completed in June.
- m) Isabel Graham Center exterior repaint has been delayed until early to mid-July. Though my term as Trustee expires June 30, I will see this project through to completion.
- n) Replacement of the church south side flower bed drip line with spray heads, date TBD (likely late May).
- o) Once the exterior repaint of the Isabel Graham Center is complete, Lewis Corbin and Kelly will install the new building signage.

Further Discussion:

The engineer who gave the original estimate for stabilizing the Friendship Hall walls isn't returning calls and can't be contacted and is no longer available to consult on this issue. There is debate on the method and cost required to stabilize the bowed walls. The council will move forward with a survey to gain information, then come back with costs for discussion.

7. *Committee/Group Updates*

8. *Ongoing Business*

Campus Stewardship Drive Update:

Prior to the meeting, Jim distributed an update on our stewardship drive.

- a) As of May 4, 2024:
 - Goal = \$275,000
 - Pledges = \$228,820
 - Pledge Fulfillment = \$149,177
 - Percent of Goal Received = 65%
- b) Next steps:
 - The committee will discuss strategies for the successful completion of our goal.

9. *New Business*

Creation Justice – Landscape Proposal/Plan:

Kathleen Klage, filling in for Chris Clark, presented the landscape design created by Lake Effect Garden & Design.

- a) The plan is divided into three work areas:
 - Church – In front of the Memorial Garden, and around the front of the church.
 - Administration Building – South of the driveway to the Memorial Garden, and in front of the building facing east to Spring Street.
 - Administration Building – North of the building to Chestnut Street.
 - Landscaping of the Retreat House was not included in the plan.
- b) The full plan would cost \$93,300 to implement. A scaled down partial plan would cost \$62,400.
- c) The amount budgeted for campus landscaping was \$16,500. Now that the landscape design has been completed, \$13,100 remains within the budget.
- d) The Creation Justice committee meets again next Monday. They will discuss landscaping options to fit within the remaining budget, then come back with a plan.

Church Block Party:

- a) An anonymous individual has come forward wishing to underwrite a church block party.
- b) The community would be invited.
- c) This event would help the community become more familiar with our Church.
- d) Mark Johnston has volunteered to develop a plan.

Space Limitations – Two Services/Options:

- a) As snowbirds return and summer vacationers begin to appear, attendance has been increasing.
- b) Historically our numbers have increased during the summer months.
- c) For someone attending service for the first time, a church at 80% capacity is perceived to be full.
- d) Relegating a newcomer to the Friendship Hall to join us in Worship doesn't seem the most welcoming way of greeting them.
- e) In the past we have successfully held two services during the summer months.

Motion: from Mike V. to begin holding two services each Sunday through Labor Day. Bernie second. Motion approved.

Action: Jody and Mike V. will secure/confirm the required resources (Worship volunteer team, music team) and move forward with a start date.

10. *Executive Session* – Guests were excused, then all Council members entered the executive session portion of the meeting.

11. *Next Meeting Date* – Council Meeting, June 11, at 6 pm

12. *Adjournment* – 8:51 pm.

Motion: from Mark to adjourn. Stacy second. Motion approved.