

Church Council Minutes – Approved

November 19, 2024

Present: Jim Kern, Stacy Honson, Kathleen Mueller, Bernice Lopata, Mike Mok, Max Brown, Lynne Snyder, Larry Fuerst, Jody Betten, Mike VerMerris

Excused: Mark Johnston

1. *Welcome and Introduction* – Jim, filling in for Mark, called the meeting to order at 5:58 pm.
2. *Opening Prayer* – Jody opened the meeting sharing poetry as prayer.
3. *September 2024 Meeting Minutes* – Mike V. distributed the final draft of September’s meeting minutes prior to this meeting.
Motion: from Lynne to approve the minutes. Mike M. 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 November report prior to this meeting.
Highlights:
 - a) The Transition Team met twice. The team created a draft of an organizational chart that helps with thinking about ‘Pastor vs Program’ led church. The last Phase – Mission and Vision or What is your Why? – will be facilitated by a survey, sent out November 3 and returned by November 17. Wednesday, November 20, the team meets to discuss the results.
 - b) The Congregation Care Team met in October and November. The Parish Nurse conversation is ongoing. Time and Talent survey will be Beta tested with the new Members. The library will be a gathering place once a week beginning the first of the year. Is there someone interested in a card ministry as follow-up to Joys and Concerns? How do we care for those who are anxious post-election? These are some of the considerations we discussed.
 - c) A New Members luncheon was hosted. Information as shared regarding the UCC, what it means to be Progressive Christian and some about the history of DUCC. Four guests attended (two couldn’t make it at the last minute). Waiting to see if they want to join.
Action: The detailed report will be in the E-pistle and posted on the Friendship Hall bulletin board.
5. *Financial Report* – Prior to the meeting Stacy distributed October’s financial reports: Profit and Loss Comparison; Monthly Balance Sheet; Budget vs. Actual FY24 P&L.
Highlights:
 - a) Major expenditures included: Christian Neighbors-\$6000; Sylvias Place-\$6000; Al Van Human Society-\$5000. Also, expenses called “Fundraising” are for the play ‘Relativity’ – reimbursed.
 - b) Although our income is below budget and below last year, our expenses are not as high as it seems – the grant committee has “front loaded” gifts. Our other, regular operation expenses are lower than budget. Also, in the budget, Stacy anticipated that we would have two pastor salaries for a period of time.

c) Summary, net of Campaign Income and Expense:

	Month September, 2024		Month October, 2024		YTD October, 2024	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Income	19,932	27,000	31,816	27,000	103,564	123,250
Total Expenses	22,267	29,133	38,167	29,133	112,997	116,532
Net Income	(2,335)	(2,133)	(6,351)	(2,133)	(9,433)	6,718

Motion: from Lynne to approve the financial reports as presented. Bernie second. Motion approved.

6. *Campus Steward Report* – Kathleen distributed the Campus Steward Report and the Kitchen & Friendship Hall Cabinet Drawings (rev-11/1/24) prior to this meeting.

Friendship Hall Wall Stabilization:

a) Grand River Builders

- Grand River’s work will be completed Thursday 11/14 – two weeks ahead of schedule.
- During construction, GRB noted that no header was installed over the double swinging doors. Only a single 2 X 4 was holding up that wall. GRB will install header over the doors at no additional cost.
- Contracted payment will be made at completion of all work.

Ceiling Replacement:

b) Straight Arrow Homes

- Two bids for ceiling replacement were received: Straight Arrow Homes - \$22,570; AHK Construction - \$27,800.
- With approval of Mark Johnston, the bid was awarded to Straight Arrow Homes (Will Lamer, owner).
- Half was paid to begin work. Final payment is due upon completion.
- Will Lamer will move up the ceiling replacement schedule to begin once Grand River is done.
- Friendship Hall will continue to be closed to all traffic during ceiling work; however, bathroom access will continue for Sunday services.

Friendship Hall Kitchen Design:

c) Kitchen Design Planning

- The above contractors (Straight Arrow and AHK Construction) will bid on the completion of our FH plan, including expansion storage area. A third contractor (Clark Construction) opted not to bid on the project. Currently waiting for final bids from the two contractors. The working budget is attached, based on ballpark estimates.
- Kitchen Advisory Team met on 10/3 to refine the wish list; only solid wish is for a gas stove. This will be considered; however, it would require a gas line to be added to kitchen (+\$1000). Current working plans are attached.

Motion: from Stacy to approve the concept configuration and sizes of the appliances, to move forward with ordering the cabinets. Lynne second. Motion approved.

Storage Addition:

- d) Because the planned storage area will put us over maximum footprint for our lot, it will require asking City of Douglas for a zoning variance. This construction would then begin in spring, after the completion of the interior work.

Motion: from Jim to allow Jeff and Kathleen to negotiate moving the boundary line closer to the Spring Street property, this would increase the church's lot footprint allowing the Friendship Hall addition being built. Lynne second. Motion approved.

Safety Team:

- e) During the fall HVAC inspection, Baumann & DeGroot technician noted that we have no carbon monoxide detectors in the sanctuary or Friendship Hall. Detectors will be installed in both areas once construction is completed.
- f) The three furnace units in the church basement are all approximately 20 years old. From a budgetary standpoint, we should be prepared for the replacement of these three units in the coming years.
- g) Lewis Corbin has provided RH fire escape drawings on both floors. Now we are awaiting STFD approval.

Assigned Work List:

- *Completed:* Removed two electric stoves from FH for Habitat pick up 9/27; completed fall maintenance.
- *Upcoming:* Repaint lighted sign at Sanctuary door (white); Repaint Retreat House garage doors; Remove mulch and replace with pea gravel for improved drainage around Sanctuary AC units; Dig out window well near AC units at back of church.

7. *Committee/Group Updates* – Prior to the meeting, Jim distributed the Campus Stewardship Drive Update, dated 11/19/24.
- Goal = \$325,000; Cash Paid on Pledges = \$207,874; Pledges to be Paid = \$89,500 (promised and/or installments); Total to Date = \$297,374.
 - Additional donations are coming in each week.
 - It is looking like we will be finished with the Campus Stewardship Drive by the end of June 2024.

8. *Ongoing Business*

9. *New Business*

Revised Isabel Grant Application:

Prior to the meeting, the Grant Committee distributed copies of their proposed changes of the Grant Application. Mike M., a member of the Grant Committee, asked we table any approval to this document as there are additional changes coming soon.

Christmas Eve Service:

Jody is planning the Lessons and Carols Christmas Eve Service at 6pm. She is wondering if there is room for an Intergenerational Christmas Eve service, more informal and interactive perhaps, at 4pm. She has talked with Peter and Jeff, and they are in favor of participating. This may also be a way to deal with what may be a large crowd for just one service. After much discussion, Jody will ask for volunteers from within the congregation.

10. *Next Meeting Dates* – Meet with Search Committee, November 24 after Church Service Council Meeting/Dinner, December 19 at 6:00-8:00 pm.
(Mark and Jeremy's home)

11. *Adjournment* – 7:48 pm.

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