

# ● Church Council Minutes

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May 13, 2019

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Present: Pastor Sal, Peter Mueller, Karen Clark, Mary Fechtig, Mike Boston (remote)

Absent: Sue Fleming, Larry Fuerst

Guests: Gemina Petruzelli, Beverly Hawkes

1. Opening Prayer – Pastor Sal opened the meeting with a prayer at 6:00 pm.
2. Welcome/Introduction – Pete welcomed Gemina Petruzelli and Bev Hawkes.
3. April 2019 Council Minutes – Mary moved to approve the minutes. Pastor Sal second. Minutes were approved.
4. Pastor’s Report – Pastor Sal distributed his report before the meeting. Highlights included the following.
  - a. Attendance - has been strong in April. Attendance at the Easter Sunday service was an all time high of 183. Attendance of 161 on 5/12 was also a record high for this time of year.
  - b. Collections - have also been very strong.
  - c. Grant Proposals - Pastor Sal, John Kerr, and Peg Donohue presented checks to Ladders of Hope Food Pantry and to Sundance Center to support Art and Horse Assisted Healing and Empowerment.
  - d. Social and Creation Justice Events – Pastor Sal noted that we had two excellent presentations during the past month. Many people from the community attended both presentations by Dr. Cox and Anne Marie Fauvel.
  - e. Mikah Meyer Visit – Pastor Sal received many positive comments about Mikah’s message and singing.
  - f. Pastor Duties – Peter Mueller and Pastor Sal attended the UCC Grand West Association Meeting at the Newaygo UCC on May 5.
  - g. Sound System – Mike Boston noted that the sound system worked perfectly on 5/12. The sound in the Friendship Hall was of very high quality. It was reported that 11 people expressed interest in being trained to operate the new sound system. So far, 4 have been trained.
5. Financial Report – Mike Boston distributed a full report prior to the meeting. Mike highlighted the following.
  - a. Mike began by providing an overview of financial transactions and accounting procedures for Gemina and Bev’s benefit.
  - b. Missions – We received the quarterly transfer from the Isabel Graham Fund of \$7,968. Checks were written to the Fellowship Office of the Americas (Sundance Center) and to Ladders of Hope. We also made a \$2,000 donation to UCC’s *Shaping Our Future* fund. We will have one more greater UCC collection on 6/9, which we will match. The Grants Committee will be reviewing two additional proposals. Year-to-date mission spending is under budget by about 10%.

- c. Church Operating Monthly Income – This was favorable since collections were extremely strong being favorable to budget by \$9,135. We received four large donations totally \$7,000. Year-to-Date income was favorable to budget by about 20%. In-Kind donations were also favorable by \$3,762 and a donation of \$2,000 was made for the purpose of pastor benevolence.
  - d. Church Operating Expenses – Expenses for the month were unfavorable by \$6,892 primarily because of payment on the new church sound system.
  - e. Year-to-Date – Total expense budget was unfavorable to budget by 3% primarily due to repair and maintenance costs.
  - f. Cash position – At the end of April cash on hand was \$31,613. Mike VerMerris will transfer \$15,000 to our church UCF Investment Account.
  - g. Bequests – Pastor Sal has met with two people about two possible bequests.
  - h. 2020 Budget – Mike presented his Fiscal Year 2020 Budget to Council along with a handout listing his assumptions for the budgeted amounts. Council approved all of the following assumptions.
    - i. Collections are forecast to increase by 2%.
    - ii. Mission spending will remain the same for 2020.
    - iii. Isabel Graham Fund transfers are estimated to be \$32,800.
    - iv. Pastor Sal’s new approved compensation package is included in budget amounts.
    - v. Budget does not include any cost of the Facility examination. These will be considered non-operating costs and accounting treatment will be decided as expenses are incurred.
    - vi. Maintenance is forecast to decrease by 46%.
    - vii. Administrative Expense for 2020 contains a new budgeted item for a part-time person.
    - viii. Budget includes funds for training one Stephen Minister.
    - ix. No changes will occur in music personnel or other expenses.
  - i. Mike will post a working budget in the Friendship Hall two weeks prior to our June Congregational Meeting.
6. Investment Advisory Committee – Mary Fechtig
- a. Planned Giving Committee - Will Gervais is trying to form a committee to help with the Planned Giving part of the Endowment/Asset Policy. A potential chairperson for the committee will need marketing and technology expertise. Mary and the Meraki group will ensure that the microsite will be set up to interact with the church’s website. Will is going to continue serving as the chair of the Investment Advisory Committee.
  - b. Planned Giving Specialists - We will invite specialists to meet with congregants to explain Planned Giving opportunities.
  - c. Endowment/Asset Policy Statement – Will Gervais shared this prior to the Council meeting. We have shared the policy with the UCC and legal

experts to ensure that the wording is sound. Karen moved to approve the policy as written. Mary second. Approved.

7. Trustees Report/Issues - submitted to Pastor Sal and Pete by Larry Fuerst
  - a. Retreat House Deck - The deck behind the Retreat House is unstable and now has a hole in it. Council discussed options. Mary moved that we contact Larry with a request to remove the deck with volunteers or to submit a bid for removal. Pastor Sal second. Motion approved by Council.
  - b. Floor in Friendship Hall - It was also noted that the floor at the entry to the Friendship Hall is soft. Larry has contacted someone who will come this week to look at the floor.
  - c. Keypad to Retreat House – Gregg Smith will replace this.
8. Committee/Group Updates
  - a. Vision Sessions with Mayotte – Council was reminded of the dates and times of these meetings. Meeting dates and times have been announced and have been in the bulletin.
9. On-going business –
  - a. UCC General Synod – The full schedule for the Synod has been posted. It appears that most sessions are on Saturday June 22. Several congregants are considering attending for the weekend.
  - b. Sabbatical Plans – Pastor Sal reviewed the discussion that took place at the last Council meeting of covering twelve Sundays during his Sabbatical by asking various congregants to share their stories. The Pastoral Relationship Committee is willing to help with this along with explaining the concept of the sabbatical to congregants. We will also seek administrative help during this time.
10. New Business
  - a. Council agenda – Pete reminded people to feel free to send agenda items for the Annual June Congregational Meeting to him.
  - b. Possible Director/Music Manager Position - Peter Black has offered to share some ideas about such a position with Council.
  - c. Douglas Socials – no information about dates has been received. Last year we had a team of 6 people who helped with tasks such as shopping and set-up. Pastor Sal will reach out to those 6 individuals to see if any of them remains interested in helping with this.
  - d. June 1<sup>st</sup> Community Pride Event – Douglas UCC will be a food vendor. We will handle this as we have the Douglas Socials for the past two years.
  - e. Church Picnic – It was recommended that we schedule this event on August 7, 2019 with a rain date of August 8, 2019. Gemina offered to shop for food using her notes from last year. We will ask Floyd to complete the form required to reserve Beery Field.
  - f. Constitution and Policies – Council discussed the Council’s role in these updates. Discussions will continue through the summer as updates could take some time. Pete will communicate this to Greg Plowe and thank him for all of his hard work on this.

11. Meeting Dates –

- a. Council will meet again on June 11 at 6pm.
- b. Annual Congregational Meeting is scheduled for June 16 at 11:30 am immediately following the service.

12. Adjournment – Council meeting was adjourned at 8:10 pm.