

OUR CHURCH COUNCIL

Executive Team

Moderator: Jason Jacque (2024)
Associate Moderator: Jodi Cowen (2024)
Clerk: Rhonda Thompson (2025)
Treasurer: Phil Stepanski (2025)

Team Representatives

Christian Education: Shandy Roehrig (2024)
Fellowship: Jennifer Dimmer (2025)
Staff Support and Review: Ken Matthews (2024)
Property: Bill Bond (2025)
Community Outreach: Eric Olson (2024)
Liturgy: Tracy Greymont (2025)
Stewardship: *currently vacant* (2025)

CHURCH COUNCIL MEETING MINUTES

The March minutes were approved at the April 11, 2024 Church Council meeting.

FIRST CONGREGATIONAL CHURCH

Church Council Minutes

March 14, 2024 6:30pm

Call to Order – (Jason) by Jason Jacque, Moderator, @ 6:38 pm.
Pastor Scott, Jason Jacque, Tracy Greymont, Bill Bond, Jodi Cowen, Jennifer Dimmer, Amy Gilhooly, Phil Stephanski, and Rhonda Thompson.

Opening Meditation – Jennifer read a UCC Daily Devotional from March 9, The Hokey Pokey, by Phiwa Langeni centered around 1 Corinthians 12:27-28.

Approval of the Council Minutes – February 2024 (Rhonda) - Jennifer motions to approve the February minutes and Bill seconds the motion. The minutes are approved.

Review of Meeting Minutes of Special Congregational Meeting (Rhonda)

Treasurer/Financial Updates (Phil/Kris)-Phil brought a Budget vs Actual for 2023. We were introduced via zoom to Kris, the accountant. Kris is hoping to get ACS set up and used as another check and balance for pledges. Kris is working on balances from January 1, 2023, to make current and reconcile from that date going forward. The Cornerstone (a demand account with reserves) balance is \$25,763.96. The Budget vs Actual Report through December of 2023, is nearly complete and will be 100% complete when bank accounts are reconciled. Gross Profit total of \$242,233 (2023 Budget is \$202,186), Total Expenditures come to \$214,089 (2023 Budget is \$255,926) for a Net Revenue of \$28,143 (2023 Budget is estimated to end with \$53,740 deficit). The line item of 65065, Bank Charges, is mostly the cost of checks ordered. We need to send Kris the 2024 Budget.

Old Business

Property Team (Bill)

-Elevator Repairs Update- The Property Team talked to the insurance adjuster and his team of technicians felt the drive shaft failure was a result of the power

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surge in March of 2023. The insurance adjuster suggested taking the electrical issue back to the previous elevator contractor, Otis. The Property Team is waiting to hear back from Otis. The bill for drilling and pumping was \$6,500 and not \$45,000 as estimated. To date all MEI payments made are under the donation amount received. The Otis maintenance contract is paid through June. Completion is considered once the state inspector comes in and certifies the elevator is good to use. At that point MEI will submit a bill.

-Building Maintenance - Property Team job description is written. Bill has asked for Rhonda's help in typing it up. Beckie talked with P and R Cleaning to clean the carpets for \$500.

-Church Security - They Met with Church Mutual to go over several free offerings for Church Safety. There could be a safety switch located at the pulpit and in the office that when used would summon a SWAT team.

Open Council Positions:

Associate Moderator - Open

Christian Ed. - Shandy? - She would like to stay with Christian Ed.

Staff Support and Review - Ken?

Community Outreach - Eric?

Stewardship - Open -

A name to consider for one of the openings, Ric Probst. Jodi will check in with Eric and Ken. Let's put the openings in the Newsletter in May.

Additional Team Updates (Shandy, Eric, Jennifer, Tracy, Ken)- Shandy's report states Church school continues to have ten to twelve in class and Kids Club is successful with an average of eight. In April, Church School will be hosting a service project. The children (and others in the church) will be asked to bring in a box of Life cereal. Jesus gave his life for us, we can give Life to others. We will donate the cereal to the Food Pantry. The Pastor Parish Relations team will be providing chips for Pastor Scott's Farewell Lunch. After attending the exit interview the group will dissolve. They are willing to pass along information to the Search Committee. Jennifer said the Pysanky egg decorating was a success but required a lot of patience. The Seuss Breakfast went well and made about \$1,000. Cinnamon rolls are planned for Palm Sunday. We should have a couple Council members to greet and help with escorting newcomers in the right direction for the Wednesday Lent Service. The raffle license has arrived with regulations and a bookkeeping sheet. Tracy said hosting the South African musical group 29:11 went well with about 50 in attendance. The Chancel Choir received a music donation in memory of Kay Kunz. Pastor Scott says to notify the office when those pieces are sung so it can be highlighted and printed in the bulletin.

Every committee has a folder in the drive. Jason shared the folder with each team leader. Stewardship Thank you's have been sent.

Building Usage and Fee Schedule (Pastor Scott)- Pastor Scott has updated the sheet. Then he handed out a sample Alcohol Policy to be used for forming a policy for FCC. Bill nominates Claude Zimmerman to write the alcohol policy using the printed example Pastor Scott brought to the meeting. Scott will email all documents to FCC Gmail.

CHURCH COUNCIL MINUTES continued...

New Business

Transition Plans

-Pastor Scott's Exit Interview - Thursday, April 4th at 6:30pm-Pastor Parish Relations and Council will conduct the interview. Please read over the questions and answer them. Jason would like exit interview question sheets turned in prior to April 4th. He will set a date and email that date to us.

Liturgy of Farewell - Sunday, April 7th - Jason had handouts on a preview of what the service will look like. Pastor Scott asks for the chance to buy the bookcase, rolling desk and file drawers he purchased with his professional expense fund if they are not wanted by the church. Pastor Scott is planning to leave the keys after the service and not return.

-Interim Pastor plans, Pulpit Supply - Jason is meeting with Jane April 2 to set roles for a part time interim pastor to create the call. Church Council will meet (hybrid) March 21 6:30 pm to complete the part time interim roles. Pulpit Supply is the responsibility of the Council as needed. We will finish the program year with two services and go to the one service for the summer. Pastor Scott will help schedule pulpit supply for April.

-Upcoming Events (Confirmation Class, Connie Cottrell Memorial Service, Confirmation Sunday) - Don Niederfrank is covering. Pastor Scott will send Jennifer the funeral plans.

-Search Committee - Not everyone that volunteers needs to be accepted on the team. Guidelines should be followed closely. Pastor Scott says we do not need to hurry. First Congregational needs to figure out who we are and what we want to do (we are no longer Pastor Jeff's/Scott's church). Need to communicate with members and let the Interim Pastor help start the search process.

Fundraising Committee - Would anyone start drafting a charter of what the committee is to be and a job description for a chair. Best practices, safety policies, as well as awareness and community engagement should all be aspects of the committee. Fundraising and Stewardship should be separate committees. Consider existing fundraisers. Jennifer will start the draft.

Long Term Planning / Thrive Team - Thrive Team is willing to continue. The Team can move forward with or without a Pastor.

There is a consultant, for a fee, that can help with long range planning.

Any other new business to come before the Council? The date for the Spring Congregational Meeting is June 23. Pastor Scott doesn't think we'll be in the sanctuary any time soon. One of the services on Easter could be held in the sanctuary. Consider the logistics of moving flowers and having three services at 6:00, 8:00, & 10:00. Jason motions to have the 6am service in the sanctuary. Bill seconds the motion. Motion passes. Bill brings up names waiting for name badges. The Property Team is putting a list of outdoor needs together in hopes the high schoolers can volunteer for Port Pride hours.

Closing Prayer and Adjournment- 9:19pm
Submitted by Rhonda Thompson - Clerk