

Hope United Church of Christ Council Meeting Minutes – June 2014

DATE: June 19, 2014

ATTENDEES: Paul, Dan, Randy, Erik, Andy, Dave, Carolyn, Jennifer, Carol, Kristine, and Pastor Ed

ABSENTEES: Sue, Alice, and Pastor Sarah

DECISIONS MADE:

1. Starting with the May 2014 Council Meeting minutes, there will be two copies of Council minutes. The “gold copy” will include all first and last names. This will be stored internally on a file server. The copy that will be distributed will only include first names.
2. Council voted via e-mail to allow the University of Tennessee group to use our facilities for their Alternative Spring Break in March 2015.

NEXT STEPS/FOLLOW-UP ACTIONS:

1. Carol will create the content to include in a letter to go with quarterly giving statements, a Builder article, bulletin insert and pastor e-mail to highlight the impact of Hope’s ministries to encourage giving.
2. Ed, Sarah, Erik, and Carol will meet to plan the Chapel Flexibility brainstorming session for Council.
3. Randy will follow up the Cardinal’s and Ram’s concessionaires to see if they have fundraising programs that we could work with.
4. Jennifer will follow up with the Little Library committee and Ethan regarding further design and planning for the Little Library.
5. Erik will work with Lamont to get the nursery carpets cleaned. Erik and/or the pastors will report progress and/or the need for additional efforts on carpet cleaning back to Council.

GENERAL NOTES:

OPENING

The meeting was opened by President Paul at 7:00 p.m. Pastor Ed led us in an opening prayer.

MINUTES

Minutes of the May 15, 2014 Council Meeting were approved with the following revisions:

- Jennifer and Carol will be moved to 'Absentees.'
- The notes under Special Events Ministry update should be deleted.
- Information concerning Autumn's yoga class is to be added.

PASTORS' REPORT

The pastors distributed a written report. Items of particular interest included:

- Attendance for 2014 is up over the same period in 2013.
- The Neighborhood Houses Summer Program has started and is going well.
- Both ONA meetings in early June were well attended with over 30 at each one.

FINANCIAL REPORT

Kristine presented the financial report. The big items of note were:

There was a \$5,008 deficit for May. The Endowment Fund balance has been reconciled and now matches the A.G. Russell Fund on the Balance Sheet. As of June 16, we have \$3,506 in the General Fund. There are current bills to be paid of \$13,368 so there will be a shortage of cash flow. There was a stock gift of \$4,800.

OLD BUSINESS

Accounting Policy

Pastor Ed reported that a proposal to change the Future of Hope Fund into a reserve fund to cover bills when the church doesn't have enough money to pay them is being put together. All undesignated gifts would go into this fund. This proposal would require a congregational meeting with two weeks' notice. A proposed date for the congregational meeting would be August 10, 2014. The notice must be by July 27, 2014.

Carol will create the content to include in a letter to go with quarterly giving statements, a Builder article, bulletin insert and pastor e-mail to highlight the impact of Hope's ministries to encourage giving.

Insurance Deductible Reduction

No report was made on this issue.

Cottage Meetings

Paul reported that we are two-thirds of the way through the Cottage Meetings and they are going well. Carol and Erik echoed Paul's comments. Paul will give a report to Council after the meetings are concluded. Paul has also tabulated the congregational survey results and will review them with Council after the Cottage Meetings have concluded.

Chapel Flexibility

Pastor Ed reported that, at this point, we need more input on the focus of our chapel space redesign. Ed proposed that Council meet to brainstorm in the chapel. Ed, Sarah, Erik, and Carol will meet to plan the session for Council.

Deacon Program

No report was made on this issue.

Fundraising

Kristine reported that the share night at Culver's went well. Those Council members who went echoed Kristine's comment.

Randy reported that he is still doing research but so far has had no luck with baseball concessions. He will try to follow up with the Cardinal's and Ram's concessionaires to see if they have programs that we could work with.

Paul reported that Jennifer is still following up on the expanded Grocery Scrip program. Paul also reported that there are still many other ideas he and other congregants are championing. He will report back to Council as they come to fruition.

Little Libraries

Randy reported that Building and Property Ministry is recommending that the Little Library be placed on the Tamm Avenue side of the church near the sidewalk. He also noted that Ethan has volunteered to help with construction of the library.

Jennifer reported that the Little Library committee – composed of herself, Sue, Sarah, and Joyce – are still working on logistics such as stocking, restocking, size of library, etc. Jennifer will follow up with her committee and Ethan.

Budget Billing

Randy reported that the Building and Property Ministry thinks that they can more accurately budget to the actual billing cycle than an averaged monthly billing amount. As for cash flows, Council felt that it will not significantly change our cash flows either way. No change was recommended at this time.

Change to Web Hosting

Kristine reported that Lonny has already changed Hope from FatCow to InMotion. The pastors reported that better service is already noticeable.

St. Louis Hills Home Tour

Carol reported that she has a small committee set up to coordinate the House Tour on behalf of Hope on October 12, 2014 from 12:00 to 5:00 p.m. They are currently working on preparations. The committee is discussing details such as explanations of stained glass windows, organ players, etc. The committee is also working with the Building and Property Ministry to update facilities.

NEW BUSINESS

Council Meeting Minutes' Procedures

Paul reported that a new process for Council minutes' distribution will be put in place. To speed up the process, Andy will send minutes to Paul and the pastors the morning after the meeting. The content should not be edited for grammar but will mostly serve as a means of getting

information into the hands of Council members more quickly. This copy will have “Rough Draft” in the body as well to indicate it is not to be shared with others.

Pastor Ed reported that, due to privacy concerns of congregants, it is suggested that last names be left off all Church Council minutes. After brief discussion of the pros and cons of this practice, Dave motioned and Erik seconded that starting with the May 2014 Council Meeting minutes, there will be two copies of Council minutes. The “gold copy” will include all first and last names. This will be stored internally on a file server. The copy that will be distributed will only include first names. The motion passed.

Use of Church Facilities by University of Tennessee Group

Joyce, via e-mail, made Council aware of a group from the University of Tennessee that wants to use Hope for housing for their Alternative Spring Break trip in March 2015. They would use Hope for sleeping and cooking breakfast and dinner. They would be doing various service and educational projects throughout the community on disabilities awareness during the day so they would not need use of our facilities during the day. On July 2, 2014, after brief electronic discussion, Council voted via e-mail to allow the University of Tennessee group to use our facilities for their Alternative Spring Break in March 2015. The motion passed.

MINISTRY UPDATES

Building and Property

Randy reported that the Building and Property Ministry would like to request that committees and congregants be mindful of items that are placed in the storage room under the Tamm Avenue steps. Specifically, the ministry team requests that shelved areas not be blocked with new items as this makes it very hard to get to those items when needed.

Finance and Insurance

No Report

Hospitality

No Report

Outreach

Minutes of the ministry meeting were submitted for Council’s review.

Special Events

No Report

Stewardship

Dave reported that Jim will serve as Chair going forward. The committee is currently working on the 2014 Stewardship Campaign. A reveal is planned closer to the campaign.

Pastoral and Staff Relations

No Report

Worship and Liturgical Arts

No Report

Youth and Children

Kristine reported that the summer walking program is off to a good start and has been very well received.

Kristine also reported that YAC would like to request that the Building and Property Ministry look at the carpeting in the nursery for possible cleaning. Erik will work with Lamont to get this taken care of. Erik and/or the pastors will report progress and/or the need for additional efforts on carpet cleaning back to Council.

Vacation Bible School planning is going well. They will be asking for donations of supplies. They will also be picking a new curriculum for the fall.

CLOSING

With no further business appearing, the meeting was closed at approximately 9:24 p.m. with a prayer by Pastor Ed.

Respectfully submitted,
Secretary Andy