

Hope United Church of Christ Council Meeting Minutes – July 2014

DATE: July 17, 2014

ATTENDEES: Dan, Randy, Erik, Andy, Pastor Sarah, Sue, Carol, Kristine, Dave, and Paul

ABSENTEES: Alice, Jennifer, Carolyn, and Pastor Ed

DECISIONS MADE:

1. Council approved the bid from Gruener Plumbing for \$3,200 for a 75-gallon residential natural gas hot water heater to replace the current water heater in the kitchen. The funds will be taken from the Capital Improvements Fund.
2. Council will recommend to the congregation that we change the distribution guidelines for the Future of Hope Fund so that it would serve as a reserve fund for the General Fund when the General Fund is running a deficit.
3. Council authorized a special congregational meeting to be held on August 10, 2014 to discuss changes to the Future of Hope Fund and to discuss the results of the Ministry Guidance efforts. Paul will moderate the meeting, Carol and Erik will report on the Ministry Guidance results, and Treasurer Alice will present the financial proposal with support from others.

NEXT STEPS/FOLLOW-UP ACTIONS:

1. Kristine will ask Gina to add a line to the Financial Report for running surplus/deficit.
2. Dan will take Council's suggestion of raising the price of the Windows of Hope booklets from \$3 to \$5 to the Worship and Liturgical Arts Ministry.
3. Paul will continue to work towards assembling Cottage Meeting and Congregational Survey data into a report to share with the congregation at its special meeting on August 10, 2014.
4. Pastor Ed will continue to identify candidates for a deacon program and report back to Council in August 2014.
5. Randy will check with the congregation to see if we can get enough people interested in working the concessions stands at Cardinal games for the 2015 season.
6. Erik will perform a facilities walk-through with custodian Lamont.
7. In order to give appropriate notice regarding the congregational meeting on August 10, 2014, Pastor Sarah will initiate a phone tree message, e-mail and standard mail to those without e-mail to announce the meeting and its purpose. In addition, Paul will announce the meeting as part of his Council update on Sunday, July 20, 2014.

8. Kristine and Pastor Sarah volunteered to research what the minimum amount requirements were for Dierbergs and Shop n Save grocery script purchases and what the average turnover of cards is at Hope. Results of this research will be reported electronically to Council so a decision can be made on how to move forward.
9. Pastor Sarah will work on getting an in-person meeting set up with Resurrection of Christ American Catholic National Church. Erik will serve as Council representative. In addition, Sarah will report back to Council electronically with further details on Council's specific questions and further recommendations based on the in-person meeting.
10. Paul will mention the upcoming re-publication of the photo church member directory to the congregation in his Council update on Sunday, July 20, 2014.

GENERAL NOTES:

OPENING

The meeting was opened by President Paul at 7:04 p.m. Pastor Sarah led us in an opening prayer.

MINUTES

Minutes of the June 2014 Council meeting were approved with minor edits.

FINANCIAL REPORT

Kristine presented the Financial Report. The big item of note was that we had a good month for income. We received a stock gift and had wedding fee income. This left us with a month surplus of \$6,511.

Randy asked that a year-to-date surplus/deficit line be added to the Financial Report. Kristine will ask Gina to add this line.

PASTORS' REPORT

Pastor Sarah distributed a written report. Items of particular interest included guest preachers, Sujanna on July 20, 2014, and David on August 17, 2014. Also of note was the fact that attendance appears to be either the same or higher than the same Sundays last year.

Council briefly discussed the Council retreat. Paul asked Council to be thinking of themes to discuss at the retreat. Suggestions at the meeting included evangelism/membership, and marketing/branding. Council will continue to submit ideas.

Carol highlighted the recent Windows of Hope tour. She talked about how well tours are received and how enthusiastic tour groups have been to buy the Windows of Hope booklets. Council asked about the price. After a brief discussion, Council asked that the Worship and Liturgical Arts Ministry consider raising the price from \$3 to \$5 a booklet. Dan will take this suggestion to the Worship Ministry.

OLD BUSINESS

Ministry Guidance Survey and Cottage Meetings

Paul reported that he is still analyzing Survey and Cottage Meeting data. Paul asked for feedback and assistance on the appropriate approach for analyzing the data. Council provided feedback on ways to approach the data and how it might be focused into a message to deliver to the entire congregation. Paul will continue to work towards reportable/actionable conclusions that will be presented to the congregation.

Giving Letter

Carol presented the letter that was sent with the most recent giving statement regarding keeping up to date with pledges. She reported that she is receiving good feedback on the letter. Dave reported that Stewardship is happy to have the help towards their Ministry's mission.

Chapel Flexibility

Erik reported that he, the Pastors, and Carol meditated and brainstormed on the meaning of the chapel and potential changes that reflect that purpose. They will hold a follow-up meeting with the whole Council on July 27, 2014 at 6:30 p.m. using a similar agenda.

Little Libraries

Sue reported that the planning and construction of the Little Library continues to move forward.

Deacon Update

Paul reported that Pastor Ed is working to identify possible deacons. He will report on progress at the next Council meeting.

Cardinals/Rams Concessions

Randy reported that he has contacted Delaware North Concessions (DNC) about concessions at Cardinals and Rams games. Per DNC, Hope would be required to have at least 12 people working at least six (6) Cardinals games per year. In addition, those individuals would be required to take a 3-hour food safety training course. On average, groups earn about \$600 per game. Randy recommended that we try to organize a group to do this for 2015. Randy will promote the program to the congregation and see if we can get enough interest to make this happen.

New Kitchen Hot Water Heater

During a special Council meeting on July 13, 2014, Randy reported that the Building and Property Ministry recommends that the hot water heater in the kitchen be replaced. The current heater has rusted and does not create hot water. Pete got bids that ranged from \$3,200 to \$5,400. After discussion, the Building and Property Ministry recommended accepting the \$3,200 bid from Gruener Plumbing for a 75-gallon residential natural gas hot water heater. The Building and Property Ministry recommended that the money be taken out of the Capital Improvements Fund.

After discussion, Dave moved and Carolyn seconded that Hope accept the bid from Gruener Plumbing for \$3,200 for a 75-gallon residential natural gas hot water heater. It was further moved that the funds be taken from the Capital Improvements Fund. The motion passed.

UPDATE: Randy reported at the July 17, 2014 Council Meeting that the hot water heater has been installed in the kitchen.

Custodial Services

Erik reported that the condition of the nursery carpet improved after an initial cleaning by Lamont. Erik plans to do a walk-through with Lamont in August.

NEW BUSINESS

Congregational Meeting

Pastor Sarah reported that based on the discussion at the last Council Meeting, Pastor Ed has recommended that we change the Future of Hope Fund to a reserve fund. Instead of being allowed to use only 20% of the funds each year, we would be allowed to use the funds any time the General Fund is running a deficit. After a brief discussion, Erik moved and Dave seconded that Council recommend that the congregation change the distribution guidelines of the Future of Hope Fund so that it serves as a reserve fund for the General Fund when the General Fund is running a deficit. The motion passed.

Pastor Sarah pointed out that the above would require a congregational meeting. After a brief discussion, Paul moved and Kristine seconded that a congregational meeting be called for August 10, 2014 to discuss changes to the Future of Hope Fund and to discuss results of and next steps resulting from the Cottage Meetings and Congregational Survey. The motion passed.

Pastor Sarah further stated that, per Hope Bylaws, notice of a congregational meeting must be given 14 days in advance of the meeting. Towards this effort, Pastor Sarah will initiate a phone tree message, e-mail announcement and standard mail announcement to those without e-mail. In addition, Paul will announce the meeting as part of his Council update on Sunday, July 20, 2014.

Council briefly discussed who would present the various items. Council requested, and Erik and Carol agreed, to present the Ministry Guidance results and recommendations.

Pastor Sarah, Kristine, and Andy will work to develop the presentation around changes to the Future of Hope Fund. As this is a financial matter, Council felt it best that Treasurer Alice present the proposal with appropriate support from other Council members and the pastors.

Scrip Program

Pastor Sarah reported that we are out of scrip cards from Dierbergs and Shop n Save. After brief discussion, Kristine and Pastor Sarah volunteered to research what the minimum amount requirements were for Dierbergs and Shop n Save grocery scrip purchases and what the average turnover of cards is at Hope. Results of this research will be reported electronically to Council so a decision can be made on how to move forward.

Use of Hope Space: Resurrection of Christ

Pastor Sarah reported that we have a request from Resurrection of Christ American National Catholic Church to use our Chapel to hold their weekly worship service. They would meet on either Saturday or Sunday evening. They would pay us approximately \$300 a month. After some discussion, including recommendations from reputable sources, Council asked that Pastor Sarah

pursue this request further. Specifically, Council requested more details on what signage the group might require, if a probationary period might be possible before a full lease is signed, an in-person meeting with the group's leadership, and more details on contract terms including how we might utilize the standard template the UCC has generated for this type of occurrence.

Pastor Sarah will work to get an in-person meeting set up with Erik Hazel serving as Council representative. In addition, Sarah will report back to Council electronically with further details on Council's specific questions and further recommendations based on the in-person meeting.

Picture Directory Update

Joyce, via e-mail, requested that Council consider having the picture church member directory re-done. In her request, Joyce outlined numerous positive changes that Hope has had since its last directory publication in 2011 including numerous new members, births, and the addition of new staff members. After a brief discussion, Council decided that this was a worthwhile endeavor. As such, Paul will mention the upcoming directory update to the congregation in his Council update on Sunday July 20, 2014. However, the actual planning and coordination of update/publication will be tabled to a later date.

Fence Repair

Randy reported that we are still in the process of getting the fence on the playground repaired. The Building and Property Ministry is currently working with the City of St. Louis to get the city to pay for the repairs since it was the city's tree that fell on the fence.

MINISTRY UPDATES

Building and Property

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

Finance and Insurance

No Report

Hospitality

No Report

Outreach

No Report

Special Events

Carol reported that Hope has received a communication from Hidden Valley Ski Resort inviting Hope to come for an evening of skiing at a special discounted group rate. The Special Events Ministry Team will discuss this opportunity at its next meeting to gauge what interest there may be in pursuing this fellowship opportunity.

Stewardship

No Report

Pastoral and Staff Relations
No Report

Worship and Liturgical Arts
No Report

Youth and Children
No Report

CLOSING

With no further business appearing, the meeting was closed at approximately 9:25 p.m. with a prayer by President Paul.

Respectfully submitted,
Secretary Andy