

## **Hope United Church of Christ Council Meeting Minutes – January 2015**

**DATE:** January 15, 2015

**ATTENDEES:** Paul, Alice, Randy, Bethel, Erik, Andy, Pastor Sarah, Sue, Kristine, Jennifer, Robbie, Pastor Ed, and Jeanne to report on HopeMark Preschool

**ABSENTEES:** Dave

### **DECISIONS MADE:**

1. On January 26, 2015, via electronic vote, Council approved the proposal by Hope UCC member Deanna to host a healthy cooking class at Hope.
2. The following slate of officers was elected: President – Andy; Vice President – Randy; Secretary – Kristine; Assistant Secretary – Jennifer; Treasurer – Alice; Assistant Treasurer – Robbie
3. Council voted to appoint the following ministry liaisons: Dave – Worship and Liturgical Arts; Randy – Buildings and Property; Alice – Finance and Insurance; Paul – Special Events; Eric – Evangelism and Communication; Sue – Outreach; Robbie – Hospitality; Jennifer – Pastoral and Staff Relations; Bethel – Youth and Children’s; Kristine – Stewardship

### **NEXT STEPS/FOLLOW-UP ACTIONS:**

1. Andy will call Gina and then work with Alice to review account balances that Gina has concerns about.
2. Council members will bring a donation the February Council Meeting to contribute to the donut sponsorship by Council.
3. Erik will follow up with Ron and the B&P Ministry to solidify the procedure to get the appropriate permits for Chef Richard.
4. Andy will work with Chef Richard to get the appropriate paperwork and fees processed through city hall for “Taste Buds on Tour.”
5. Robbie will report to Council at the February Council Meeting on her nephew’s progress with his children’s theater camp and use of Hope.
6. Andy will continue to work with ministry liaisons and others to get ministries and activities recruited to set up tables at the ministry/activity fair.

## **GENERAL NOTES:**

### OPENING

The meeting was opened by Pastor Ed at 7:05 pm. Pastor Ed led us in an opening prayer.

### REMEMBERING SCOTT

In honor of Scott Knopfel, whose untimely passing occurred earlier in the day, Council had a moment of silence followed by a time of sharing fond memories of Scott and the legacy he leaves behind.

### HOPEMARK UPDATE

HopeMark Director and Hope member, Jeanne came before Council to give an annual report on HopeMark Preschool. Jeanne and all of the HopeMark family appreciate Council's support for the school. Jeanne said that HopeMark is having a strong year with good attendance. Jeanne reported that this is especially encouraging given the current preschool environment where they have to compete with several other preschools and all-day child cares in the area.

Jeanne also highlighted all the ways HopeMark enriches Hope UCC. Namely, HopeMark contributes to building and property renewal efforts including new windows, security, and hot water heater. HopeMark also brings people into Hope's building that may not otherwise have exposure to our church.

Randy inquired about how the new security system is working. Jeanne stated that it is working out well but HopeMark would like to be able to control the doors from the HopeMark office. Currently they have to rely on the church office to let individuals in electronically. Randy said B&P is working on a bid to get a secondary control for HopeMark. Council thanked Jeanne for her presentation.

### MINUTES

Minutes of the December 11, 2014 Council Meeting were approved with minor edits.

### FINANCIAL REPORT

Alice presented the financial report. Gina is working to close the fiscal year 2014 books by January 31, 2015. Alice and Gina are still working on the financial reports. Andy still needs to review several items to verify that the accounting is correct. Andy will call Gina and then work with Alice to review account balances in question.

### PASTORS' REPORT

The pastors distributed a written report. Donut sponsorship is going well, attendance is up this year over last year and the pastors are hosting "Cookies with Pastors" on Sunday, February 8, 2015.

Sue suggested that given the success of donut sponsorship, and wanting to keep the momentum going, Council should sponsor a Sunday. After brief discussion, it was agreed that a collection for Council sponsored donuts would be taken at the February Council Meeting.

## PASTORS' REPORT (CONT'D)

Finally, Pastor Ed reported that after much deliberation, Council member Carol has chosen to resign from Council. Carol noted that while she greatly enjoyed her time on Council it is not what she feels God is calling her to do. After brief discussion, Council accepted Carol's resignation.

## OLD BUSINESS

### *Kitchen Rental*

Erik reported that the contract for Chef Richard and "Taste Buds on Tour" to use Hope's kitchen has been accepted. The next step is to get both a business occupancy permit and a health permit for the kitchen space. Erik will follow up with Ron Zimmer and the B&P Ministry to solidify the procedure. Andy will work with Chef Richard to get the appropriate paperwork and fees processed through city hall.

### *Children's Theater Camp*

Robbie reported that she is still working with her nephew to outline details of the children's theatre camp. Robbie said that her nephew tentatively approved of the rent Hope was proposing. He is still working out the details of how this will fit with Missoula Children's Theatre's schedule as that will determine when he would want to use Hope. Robbie will report to Council on his progress and next steps at the February Council Meeting.

### *Member's Photo Directory*

Paul reported that the effort to update the Hope UCC photo directory was moving along. So far church member Sara is on board to help. Paul is still working to contact other members of the task force and hopes to have a preliminary meeting after an upcoming Sunday.

### *Healthy Cooking Class*

Paul reported that the final proposal for Deanna's cooking class at Hope is ready for Council's approval. Because several Council members had not had a chance to read the proposal, it was agreed that a vote should be taken electronically in the next couple of days.

UPDATE: On January 26, 2015, via electronic vote, it was moved that Council approve the proposal by Hope UCC member Deanna to host a healthy cooking class at Hope. The motion passed with a majority of Council voting in the affirmative.

## NEW BUSINESS

### *Election of Officers*

Pastor Ed reported that as it is a new fiscal year, Council needed to elect/re-elect Council officers. After a brief discussion, it was moved and seconded to elect the following slate of officers:

President – Andy

Vice President – Randy

Secretary – Kristine

Assistant Secretary – Jennifer  
Treasurer – Alice  
Assistant Treasurer – Robbie

The Officers were elected by unanimous vote.

#### *Ministry Team Liaisons*

In addition, Pastor Ed reported that Council needed to appoint ministry liaisons to the standing ministries. After brief discussion, Council voted to appoint the following ministry liaisons:

Dave – Worship and Liturgical Arts  
Randy – Buildings and Property  
Alice – Finance and Insurance  
Paul – Special Events  
Eric – Evangelism and Communication  
Sue – Outreach  
Robbie – Hospitality  
Jennifer – Pastoral and Staff Relations  
Bethel – Youth and Children's  
Kristine – Stewardship

The liaison appointments were unanimously approved.

#### *Reimagining Stewardship and Finance and Insurance Ministries*

Pastor Ed reported that Hope needs to reimagine both the Stewardship and the Finance and Insurance ministries. This reimagining comes out of a need to better harness the unique skill sets of each group in order to better reach our goals of managing our finances, increasing giving, and establishing a more formalized process to assist congregants with estate planning as it relates to the church. After a brief discussion, it was decided that Council members would individually consider the need, consult with others, and have a more in-depth discussion on the matter at the February Council Meeting.

### MINISTRY UPDATES

#### *Building and Property*

Randy reported that B&P is looking into another set of controls for the security door for HopeMark. They are currently reviewing a bid from Beisher Lock and Door. The cost would be about \$1500. HopeMark would pay \$750. Hope would pay \$750. Paul asked how this new set of controls benefits Hope. Randy pointed out that it would save the office staff time as they would not have to identify and let in HopeMark visitors. It will also make half days on Friday more feasible as currently HopeMark has to go down to the office when no one is present. After a brief discussion, Erik moved that Hope purchase a second set of controls for the electronic doors from Beisher Lock and Door funded out of the Small Building Fund. The motion passed unanimously.

#### *Finance & Insurance*

No Report

*Hospitality*  
No Report

*Outreach*  
No Report

*Special Events*  
No Report

*Stewardship*  
No Report

*Pastoral and Staff Relations*  
No Report

*Worship & Liturgical Arts*  
Minutes of the ministry meeting were submitted for Council's review.

*Youth & Children*  
Minutes of the ministry meeting were submitted for Council's review.

*Evangelism and Communication*  
Andy reported that E&C is currently planning a Ministry and Activity Fair for April 19, 2015. Much like a career fair, ministries and church activities (i.e. sports teams, Outreach opportunities, social groups, etc.) would set up tables and talk about who they are and what they do with interested congregants. In addition to talking about who they are and what they do, the ministries and activities will be asked to bring appetizer type foods to share with those stopping at their table to get people interested in attending. Andy will continue to work with ministry liaisons and others to get ministries and activities recruited to set up tables.

#### CLOSING

With no further business appearing, the meeting was closed at approximately 9:31 pm with a prayer by Pastor Sarah.

Respectfully submitted,  
Andy, Secretary