

## **Hope United Church of Christ Council Meeting Minutes – July, 2016**

**DATE:** July 21, 2016

**ATTENDEES:** Dan, Dave, Tiffany, Pastor Sarah, Robbie, Jennifer, Sue, Andy, Amy

**ABSENTEES:** Erik, Alice, Bethel, Susan

### **GENERAL NOTES:**

#### **I. OPENING PRAYER** (Pastor Sarah)

Pastor Sarah led us in prayer.

#### **II. APPROVAL OF MINUTES**

Dan motioned to approve, Dave seconded. Minutes approved.

#### **III. FINANCIAL REPORT** (Robbie)

Year-to-date income is below expenses by about \$5,000 due to summer attendance and large insurance payments going out in June. Gina deposited funds to appropriate Funds as approved at last Council Meeting, including \$20,000 from Lowe estate gift into the Capital Improvements Fund. We discussed where to keep remaining \$15,000 of estate gift while decisions on its use are under discussion. Suggestion was made to move funds from checking into a money market until we decide what to do with it.

Robbie asked question regarding the Outreach account being in a separate bank account from General Fund checking account. Sarah explained that it didn't used to be separate but it was a juggling act to get the funds moved when they were needed; that's why it is currently a separate account. Robbie suggested exploring whether we need it in something like a savings account that could be swept into a checking account when needed. Right now it is costing us \$10 a month (translating to \$120 a year and we are only earning approximately \$.08 on it.) Suggestion referred to Finance and Insurance Ministry.

Some questions were asked about the line-item report's accuracy in a few specific areas. Robbie said Gina will investigate the issues.

#### **IV. PASTOR'S REPORT (Pastor Sarah)**

Monthly summer Sunday School session will take place this Sunday assembling care packages for college students – all are invited to join, no matter what age.

Jill will be gone the first week of August; Joyce will be gone the second week. They'll work usual number of hours, but in the morning. Notification will be made in Builder, bulletin, pastor's e-mail and on voice mail message.

Sarah will be gone to NC August 6th – 13th, so Josh G. will lead worship and be on call. Joan D. will officiate at August 7th so we can still have Communion.

We need more people to sign up for donuts!

Phil B. was approved to become a "Member in Discernment" by the Preparation for Ministry Committee of the St. Louis Association of the United Church of Christ. This is a necessary step in his process towards ordination. Congratulations to Phil!

#### **V. OLD BUSINESS**

##### *Building Use Guidelines Update (Robbie/Sarah)*

Sarah provided Robbie with a ton of resources from other churches, which they were able to discuss. Robbie is going to compile all of it and come back with a report next time.

##### *Exercise Class Building Use Update (Andy)*

Andy met with the instructor. Some tweaks will be made to the contract, per Dan's oversight. Goal is for instructor to sign by August 2nd. Robbie made motion to charge \$110 a month for winter-use of the building by the exercise class, which would be \$10 per class. Amy seconded. Motion passed.

#### **VI. NEW BUSINESS**

##### *Office Copy Machine (Andy/Sarah)*

We are currently paying \$.19 a page for copying, which led to conversation between Andy and Joyce regarding other options. Andy asked if there was someone we could contract for big jobs at a lower price. This would also save on the wear on our machine. The service fees are included in this per/copy fee. Andy suggested we write a Request for Proposal – send it out to copying places to have them make bids to us. Sarah mentioned that Kirkwood UCC recently started leasing their copy machine, after research on various possibilities. Sarah will check with Jill (a Kirkwood UCC member) to have access to this research for our purposes. Dan will look at the contract we currently have with the copy machine vendor.

*Request for Building Use from Lydia L. (Sarah)*

Led by Lydia, “The Nation Discussion Group” with 8 to 10 people who meet to discuss politics, is requesting a small room here to hold their meetings. After discussing tax-exempt status in relationship to political groups, we clarified that since this is discussion group and not endorsing any candidates or fundraising for any candidate/ballot issue, there is no conflict with our tax exempt status. Current policy for member-related (non-profit) groups is not to charge a fee, but encourage donations. In accordance with this policy, Sue made a motion that we allow this group to use our facilities. Tiffany seconded.

*Parlor Redecoration Committee*

In light of one parlor couch no longer functional, it was suggested that we put together a committee like we had for the cry room to explore furniture and paint ideas for the Parlor when we are ready to invest in redecorating the room. This team would include a representative from Building and Property, who has already begun to discuss parlor needs.

*Lowe Estate Fund Use Ideas*

At Andy’s suggestion, Sarah will send out an e-mail request to all ministry teams to propose ideas for using the additional money from the bequest we received. Already-mentioned needs include parlor improvements, copy machine, and replacement of two computers. Ministry Teams will be asked to submit proposals prior to the next Council Meeting.

**VII. OPEN DISCUSSION (Dave)**

What gives you joy at Hope?

**VIII. MINISTRY TEAMS (ACTION ITEMS ONLY)**

*Building and Property (Erik/Dan)*

No Verbal Report

*Evangelism and Communication (Amy)*

No Verbal Report

*Finance and Insurance (Alice)*

No Verbal Report

*Hospitality (Robbie)*

No Verbal Report

*Outreach (Sue)*

No Verbal Report

*Pastoral and Staff Relations (Susan)*

No Verbal Report

*Special Events (Tiffany)*

October 8th Talent Show. Simple dinner to be sponsored by the ministry team.

*Stewardship (Jennifer)*

Jennifer reported that the ministry team is gearing up for Stewardship Sunday on September 11th and continuing with testimonials on Sundays prior to that date.

*Worship and Liturgical Arts (Dave)*

No Verbal Report

*Youth and Children's Ministries (Bethel)*

Sarah reported that Blessing of the Backpacks and Youth Car Wash will be August 14th. Proceeds from the Youth Car Wash will go towards 2017 Youth Mission Trip.

*Chapel Renovation Team (Erik/Pastor Sarah)*

Sarah reported that the team will meet again on July 31st.

## **IX. CLOSING PRAYER**

Sarah led us in a time of silence, followed by the Lord's Prayer.

Respectfully submitted,

Jennifer T, Secretary