

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

DATE: October 20, 2016

ATTENDEES: Pastor Sarah, Robbie, Susan, Sue, Andy, Amy, Dave, Alice, Erik, Jennifer
Student Pastor Andy W.

ABSENTEES: Dan, Tiffany, Bethel

GENERAL NOTES:

I. OPENING PRAYER (Pastor Sarah)

II. APPROVAL OF MINUTES

Erik moved to approve, Dave seconded. Minutes approved.

III. FINANCIAL REPORT (Alice)

Alice reviewed the month's financial figures with us.

Andy asked for Council's questions as he sits down with Gina to work out some of the details in the balance sheet report. Andy will contact Gina to meet with her.

IV. PASTOR'S REPORT (Pastor Sarah)

For the sake of time written report was submitted. Nov 6th, Council is sponsoring donuts at church.

V. NEW BUSINESS

Annual Meeting Agenda Proposal (Sarah)

Discussed changes to persons speaking. Sarah moved we adopt the agenda. Dave seconded. Agenda was approved.

Nominating Slate Proposal (Erik)

Dave and Susan are leaving at the end of the year. Erik and Jennifer are remaining for another term. One person asked has agreed to serve, waiting for one more person to accept or decline. Dave mentioned changes to Worship Ministry. Since Joyce has to print this out soon for the meeting, she will need reports ASAP. Alice motioned to approve the existing slate of nominees with the TBD filled in later, Robbie seconded.

2017 Congregational Budget Proposal (Alice)

Alice proposed three slightly different budgets to the Council on behalf of the Budget Committee. The budget adopted includes the following: overall expenses for the 2017 budget are only up by a little over \$1,000. Some changes include: income estimate – expected income for Thanksgiving lowered; personnel – pastoral salary and housing remaining the same, with slight increase in benefits (health insurance, etc.) based on estimated increases, remainder of staff receiving a 2% increase in salary; programming – confirmation line item increased because we'll have a class next fall, choir music increased slightly, stewardship expenses lowered, conference expenses lowered, all resulting in a drop in overall program expenses; office – printing costs and postage brought down based on recent expenses, miscellaneous office expenses raised alongside effort to figure out more specific categories for some expenses; building – janitor supplies lowered, trash hauling raised, which increased building expenses by just \$50; utilities – electricity increased, gas decreased, overall utilities up slightly over last year. After discussion, Dave made a motion to accept the budget as described above; seconded by Susan. Majority approved, one abstention.

HopeMark Yoga Class

Letter from Jeanne R. proposing use of the Friendly Room for HopeMark students to take a yoga class during the school day. Before a formalized vote, it was suggested that any potential liability issues be researched. Recommendation was made to have Jeanne talk to Dan, as an attorney, and report back to Council. Robbie will follow up with Jeanne and Dan.

January Ministry Team Night

Worship Ministry is asking to move January Ministry Team Night up a week so that we can get everyone's help with Unhanging of the Greens. January 5th is the requested night. Without any objections, January Ministry Team Night has been moved to January 5th at 6:30. Liaisons will inform their respective ministry teams of this change.

VI. OLD BUSINESS

Building Use Guidelines Update (Robbie)

Robbie distributed a document outlining initial draft of proposed policies and procedures for the use of Hope facilities. Suggested fee schedule modeled after another local church's and would include one for church members and one for non-members. Weddings are not included in these forms, as separate policies and procedures are already in place. Recommendation was made to add statement about prohibition of illegal substances and weapons, and alcohol. Those who wish to request it can appeal to Council. Question of what constitutes gambling was also raised, as well as consideration of a cleaning fee deposit. Suggestion of clarifying use of building by non-profit groups (Al-Anon, Boy Scouts) for no required fee, but donation welcomed. Robbie will make adjustments that were suggested and bring to the next Council Meeting for review and possible vote.

Computer Service Proposal (Sarah)

References came back on Miller Group – all glowing! Same information before us as last month. The recommendation for set-up and purchase of computers is about \$1,600 over the originally approved and allocated \$1,000. Erik moved to approve the purchase of the new computer package (computers, set-up assistance and ongoing service contract). Amy seconded. Motion passed.

Remaining Lowe Estate Funds

Erik moved to table, Dave seconded.

VII. MINISTRY TEAMS (ACTION ITEMS ONLY)

Building and Property (Erik/Dan)

Erik won't be on ministry team in 2017. Bid came in for leaks in the sanctuary for approximately \$24,000. Other bids still to come. Recommendation to start a new tech group – to cover computer, phones, other tech stuff. Sue pointed out that with the new computers, the Miller group would be taking care of that side. Possibly they could coordinate with him.

Evangelism and Communication (Amy)

Considering marketing the Breakfast with Santa to neighborhoods. Robbie suggested looking into Facebook ads.

Finance and Insurance (Alice)

The ministry team held an insurance review with our insurance agent. We have great coverage for our building and contents (including the organ). We are in a consortium with other churches so we get great coverage. Alice met with Jeanne regarding HopeMark's bylaws and its relationship to our insurance coverage. In order for us to continue to insure them, there has to be three people on her board from the church, which would be adding two, as we currently have one board member; the suggestion was to have someone from Children & Youth, B & P and one at large. Regarding 2017 Youth Mission Trip, we need to make sure that we have appropriately licensed drivers. Activities need to be designated "a church activity" so that we're covered if someone is hurt.

Hospitality (Robbie)

No Verbal Report

Outreach (Sue)

No Verbal Report

Pastoral and Staff Relations (Susan)

No Verbal Report

Special Events (Tiffany)

No Verbal Report

Stewardship (Jennifer)

75 giving units with a total of 148 pledges. \$216,720 was the total pledged with \$196,151 going to the General Fund. Banners will be re-hung from balconies.

Worship and Liturgical Arts (Dave)

No Verbal Report

Youth and Children's Ministries (Bethel)

No Verbal Report

Chapel Renovation Team (Erik/Sarah)

Congregational gathering to be held October 30th to share process of the committee's work and engage the attendees in part of that process.

VIII. CLOSING PRAYER

Andy W. led us in prayer.

Respectfully submitted,

Jennifer, Secretary