

**Hope United Church of Christ**  
**Council Meeting Minutes – September, 2017**

**DATE:** September 21, 2017

**ATTENDEES:** Andy, Amy, Dee Dee, Alice, Erik, Jennifer, Tiffany, Robbie, Bethel, Emma, Sue, Pastor Sarah

**ABSENTEES:** Randee, Dan

**GENERAL NOTES:**

**I. OPENING PRAYER** (Sarah)

Pastor Sarah led us in prayer and then introduced our Student Minister Dee Dee.

**II. APPROVAL OF MINUTES** (Andy)

Motion to approve by Erik; seconded by Amy. Minutes approved.

**III. FINANCIAL REPORT** (Alice)

Lindell account is now open. Separate General Account and Outreach Account so that we keep money separated. Quilters account is no longer with us. Most drafts have already been switched.

We were under for income because it's an August report, and we typically don't have much coming in since it's still summer. We also had some higher insurance payments coming out, which was normal, but just higher than the typical monthly expenses.

Gina will audit every account on our Balance Sheet with the move to Lindell to make sure everything is correct. From last meeting we discussed Youth Mission Trip overspending; we'll cover with funds from VBS.

Miller Group bill seemed high at first, but it was because of the "defragging" they did. The bill was completely documented.

At last meeting we debated putting the Treasurer's Report into the Builder monthly or quarterly. Because of the ebbs and flows that occur each month (particularly summer vs. winter months), we decided it should be quarterly.

Tiffany volunteered to be another check signer on our account since she works close by and it would be easy for her to dash over to the church if a check needed to be signed quickly.

Before we can go forward with Stifel investment, we needed to decide our risk tolerance. Erik moved to invest in “moderate growth”, which is about 60/40 (Stock Mutual funds/ Fixed income), Amy seconded. We will revisit this in 3 months to see if this works or if we need to choose another level.

We haven't taken our endowment distribution yet this year. We don't have to take it this year (\$12,900). We don't need the cash at the moment, so we decided to let it ride.

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

- We discussed some information regarding our retreat next month.
- Sept. 30th is Fall Association Dinner.
- Talent Show on the 7th. We need people to sign up for dinner. More than 15 acts signed up.

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

##### *Coordinator of Children's Ministries Recommendation*

Bethel passed out the committee's recommendation for the position of Children's Ministries Coordinator. We discussed the candidate's qualifications and salary. Jennifer made a motion to accept the recommendation at the salary agreed upon; Robbie seconded.

##### *Nominating Committee Update*

Erik updated on the progress.

##### *New Members' Dinner date*

Table this for after annual meeting.

##### *Council Retreat (Sarah)*

Sarah put together some ideas based on Council discussions this summer, but we need to narrow our focus a bit more since we'll have limited time on the retreat. We decided to look at evangelism and fellowship, with an eye to diversity.

##### *Food Truck Finalization*

Chef David is not using the space and not paying rent like he should. We've decided to terminate the contract with him. Dan has composed a letter to him stating this. Erik moved we accept the letter Dan composed and sever our ties with Chef David. Sue seconded the motion.

## **VI. NEW BUSINESS**

### *Monthly Thank-you!*

- Thanks to Bethel and her committee for all the work finding our new coordinator of Children's Ministries.
- Sarah thanked Council for its leadership while she was gone. Also a big thank you out to Jody Clegg for being such a great sabbatical pastor!
- Thank you to Bethel and Terry for organizing the church cleaning day. It was well organized and very productive.
- Thanks to Alice for getting all the financial stuff in order with the move over to Lindell Bank.

### *2018 Council Treasurer Opening*

Since Alice's term has ended on Council and her time as Treasurer will be over, we need to look at this position to fill. Robbie has been great as Assistant Treasurer, but it's a larger commitment than she feels she can tackle. Alice gave us an overview of what's involved.

### *Lunch at the Annual Meeting (Nov 12th)*

Most people want to leave right after, so we've decided not to have a lunch.

### *Personnel Issue*

Alice feels someone from this body needs to oversee contracts (e.g. Gina's is dated from 2013). Just make sure they are up to date, that they exist. Maybe this could be Pastoral and Staff Relations Ministry. Just check as needed.

### *Cleanliness of Church*

Some have noticed it's not as clean as it should be. Questions about whether there is a schedule or things get done on a regular basis. Building & Property Ministry is in charge of this. Maybe they need to review the details of the list given to the cleaning service. Alice will check with Joyce and get back to us.

## **VII. OPEN DISCUSSION**

Skipped this due to time constraint. Robbie will do it next month in place of Jennifer.

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

### *Building and Property (Dan)*

No Verbal Report

### *Evangelism and Communication (Amy)*

Talking about purchasing a small laminating machine for the office, mainly to make bookmarks and things.

*Finance and Insurance (Alice)*

No Verbal Report

*Hospitality*

No Verbal Report

*Open and Affirming*

No Verbal Report

*Outreach (Sue)*

No Verbal Report

*Pastoral and Staff Relations (Emma)*

Maybe a surprise party is coming.

*Special Events (Tiffany)*

Talent Show in October.

*Stewardship (Jennifer)*

October 8th Stewardship Sunday; letters and pledge forms going out.

*Worship (Robbie)*

Ushering system went well with ministries taking a turn at it each month. Encourage them to get others involved.

*Youth and Children's Ministries (Bethel)*

No Verbal Report

*Chapel Renovation Team (Erik)*

Meeting on the 15th of October.

## **IX. CLOSING PRAYER**

Sarah led us in prayer. Meeting adjourned 9:16 pm.

Respectfully submitted,

Jennifer