

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

DATE: November 9, 2017

ATTENDEES: Sue, Erik, Robbie, Pastor Sarah, Bethel, Andy, DeeDee, Dan, Amy

ABSENTEES: Emma, Alice, Randee, Tiffany, Jennifer

GENERAL NOTES:

I. OPENING PRAYER (Sarah)

Pastor Sarah led us in prayer.

II. APPROVAL OF MINUTES (Andy)

Erik moved to accept; Randee seconded. September meeting minutes approved.

III. FINANCIAL REPORT (Robbie)

Subject to compliance with Church Bylaws, Robbie and Tiffany have volunteered to be co-treasurers in 2018.

October 2017 brought in \$21,553.37, with a total expense of \$18,316.69, with a net over of \$3,236.68. General Fund income is approximately \$21,000 under budget, but approximately \$10,000 represents endowment earnings not yet taken. Operating expenses are approximately \$11,000 over budget, but Freedom School and extended warm weather increased the electric bill, as well as other miscellaneous items.

IV. PASTOR'S REPORT (Sarah)

Pastor Sarah reminded us that Hope will welcome its newest member, Lori, at the 10:30 service on November 12. The Church office will be closed on November 23 & 24 for Thanksgiving. December 3 marks the First Sunday of Advent. The Jim T. celebration will take place during the 10:30 worship service on December 3 with a reception following the service. There will be no 8:15 worship service on December 17, 24, or 31. Service attendance was lower in October/November 2017 than the same period in 2016.

V. OLD BUSINESS

Annual Meeting

The Annual Meeting will take place immediately following the 10:30 Worship Service on November 12. Andy will chair the meeting; Jennifer will act as Secretary; DeeDee will operate the floating microphone among the congregation; Sue and DeeDee will distribute the agenda and Ron Z. will be asked to act as the Parliamentarian.

VI. NEW BUSINESS

Monthly Thank You!

- Bethel thanked Pastor Sarah for the message in her weekly pastor's email.
- Andy thanked Robbie and Tiffany for agreeing to be co-treasurers.
- Sue thanked Alice for her recent financial report article in the Builder.
- Sue thanked the Chapel Renovation Team for its efforts.

Chapel Renovation Update

- Because of asbestos concerns with the existing tile floor, it has been determined that covering the tile with carpet would be the best solution due to costs associated with asbestos abatement.
- Painting will be part of the first phase of renovation. The Chapel ceiling will not be painted as part of the renovation as it is already a neutral color and not in need of repainting at this time. Bids for painting the ceiling were about as much as bids for painting the walls and trim.
- Lighting improvements have been considered but will not be part of the first phase of renovation due to cost concerns and the ability to address this at a later time.
- New furniture and artwork have been considered but will not be part of the first phase of renovation due to cost concerns and the ability to address this at a later time.
- The existing pews will be removed. There are enough wooden chairs with green cushions to replace them. Some of the existing pews will be converted into smaller movable sections at a cost of approximately \$1,000 per pew. Depending on available funding, between five and ten pews will be converted.
- The divider walls behind the last row of pews will be removed.
- The estimated cost breakdown for Chapel renovations is as follows:

Demolition	NO COST
New Flooring Installation	\$4,500.00 - \$7,000.00
Painting of Walls and Trim	\$3,500.00 - \$5,000.00
Fabrication and Refurbishing of Ten Pews	\$9,800.00 - \$12,000.00
Lighting, Furniture, and Artwork	TBD

Presently, there is approximately \$12,500.00 in funding for Chapel renovation. Sue made a motion to begin the first phase of renovation – which will include demolition, flooring and painting – utilizing the \$12,500.00 in available funds (subject to Council approval when bids are received). Any remaining funds will be used for pew refurbishment. Dan seconded the motion. The motion passed.

Council agreed that there would not be any fundraising campaigns to finance Chapel renovation at this time – although members of the congregation could be encouraged to “sponsor” a pew if interested.

2018 Freedom School Request

Council decided not to approve a request to host a 2018 Freedom School program at Hope because of the \$10,000.00 required donation from the church to help fund the program.

VII. OPEN DISCUSSION

Open discussion was skipped.

VIII. MINISTRY TEAMS (ACTION ITEMS ONLY)

Building and Property (Dan)

No Verbal Report

Evangelism and Communication (Amy)

No Verbal Report

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)

The Jim T. celebration will take place during the 10:30 worship service on December 3 with a reception following the service.

Special Events (Tiffany)

No Verbal Report

Stewardship (Jennifer)

The 2018 campaign has concluded.

Worship (Robbie)

No Verbal Report

Youth and Children's Ministries (Bethel)

No Verbal Report

Chapel Renovation Team (Erik)

See update under New Business.

IX. CLOSING PRAYER

Pastor Sarah led us in prayer. Meeting adjourned at 8:30.

Respectfully submitted,
Amy