



## **Council Meeting Minutes**

**January 12, 2021**

*In attendance: Audra Baily, Kristi Bailey, Wes Llewelyn, Layne Porembski, Steve Schippers, Amanda Beck, Russ Armstrong, Desiree Grace, Pastor Becky David*

### 1. Call to Order

- a. Opening Prayer (Audra)
- b. Approval of Minutes
  1. [December Minutes](#)
  2. [December Council Summary](#) (last one)
  3. Desiree motioned to approve, Kristi seconded, all approved
- c. Review of Financials
  1. December Financial Summary
  2. Current pledges approximately \$200k, which is low. (2020 pledges were \$280k) We are hoping for \$300k. PPP round 2 is a potential source of other income.

### 2. Moderator's Report

- a. Budget Planning ([Round 3 Continued](#))
  1. Elexio Expense has increased and the database requires scrubbing to reduce this expense. Steve Schippers volunteered to help Audra with this project,
  2. Parking Lot requires repair/maintenance which accounts for the \$12K increase.
  3. Personnel expenses require additional research. Desiree to check with Sara Otta. There were some unanswered questions around benefits expenses. Pastor Becky removed her cell phone allowance from the budget.
  4. Office expenses require review with staff. The postage machine could be eliminated.
  5. PPP status would be a positive impact.
  6. Review allocation of OCWM Expense—confirm a move to general category from OM budget, as a distinct line item in the budget.
  7. At present the forecasted budget is (\$139k).
  8. After the above actions are taken, the budget should be final. Council will meet again in 2 weeks to, hopefully, approve the budget.
- b. Reopening Status and Congregational Survey
  1. Survey results are evenly split between staying open and staying remote.
  2. We elected to stay with our plan, which Audra will communicate. The plan complies with CDC and Illinois guidelines.
- c. Annual Meeting Preparation
  1. Meeting will be held February 14, Sunday, at 11:15 am central time, via Zoom.



3. Pastor Report (Pastor Becky)
  - a. Making Finances Public is encouraged. The council agreed to publish a Financial Summary monthly for the congregation.
  - b. We need to develop clarity around our relationship with Red Wagon.
  - c. Development of Transition Team—Audra Bailey, Nominating Committee
    1. Nominees were reviewed, a list of 6 candidates, and a back-up, were selected, with the goal of representing the cross-section of members.
    2. Council members volunteered to set up introductions with the nominees and Pastor Becky.
  - d. Schedule Meetings with Pastor Becky
  - e. Possible Part-Time Technology Position—FCC Live has not created a good experience, due to bandwidth issues. We decided to return to recording sermons so the members can have a good experience. We do need additional tech support. Council agreed to pay Amber up to 5 extra hours per week to assist with this. A 6 week trial period was agreed to.
  
4. Ministry Board and Committee Reports
  - a. Christian Education (Amanda Beck)
    1. Possible extension of 10-person limit in order to hold 2 classes Sunday school was discussed and Council decided against, as this is not in line with our plan.
    2. January 15 is a return to stage 2 mitigation in Illinois, so we can resume a single Sunday School class, respecting the limit of 10 people.
    3. Youth Room Donation
  - b. Building and Finance (Layne Porembski)
    1. We will publish Financial Summary monthly—Desiree motioned, Wes 2<sup>nd</sup>, all agreed
    2. Estimate for parking and HVAC will be sought
    3. Need to solicit members to serve on Vanguard investment committee
  - c. Spiritual Engagement (Kristi Bailey)
    1. Help is needed with decorating
  - d. Outreach and Mission (Sara Wynn)
    1. Red Wagon Governance is needed, but they also need to be more included with our church
    2. Very positive response from church to Giving Tree and Essential baskets
  - e. Personnel (Desireé Grace)
    1. Request permission from Council to negotiate for one-time only a renewal of Pastor Michael's Call Agreement. Steve Schippers motioned, Russ 2<sup>nd</sup>, All Agreed.
    2. Personnel does not have a formal charter from Council. It was suggested that formal roles, responsibilities of Personnel be documented for clarity and best practices. Council considered itself



**FIRST CONGREGATIONAL**  
UNITED CHURCH OF CHRIST  
*Gathered to Share God's Love*

informed. Desiree volunteered to research with the UCC and look for guidelines.

- f. Nominating (Audra Bailey)
    - 1. See above under Pastor's report
5. Adjourn
- a. Closing Prayer (Pastor Becky)
  - b. Next Meeting: **Tuesday, February 9, 2020 at 6:00pm** (*via Zoom*)