

Central Board Meeting Minutes 11/16/2021

via Zoom 6:30 - 8:30 PM

Proof Notice:

Attendees: David Brandt, Dale Earl, Nancy Koch, Doug Marquart, Joyce Mosher, Rev. Lisa Stedman, Lauren Swiniuch, Jack Terrill and Andrea Trefry.

Opening Prayer by Rev Lisa

The meeting was Chaired by Dale Earl and notes were taken by Jack Terrill.

- Approved Central Board minutes from 10/19/21 regular meeting, with correction by Lisa- taken by Jack Terrill
- **Rev Lisa Status –**
 - Had a great time off.
 - Focused on Advent/Christmas planning which are well in hand. Christmas Eve services are still a question – whether to have 1 or 2 services. The 4:00 pm family service is definite. What is not decided yet is whether there will be a later service.
- **Transition Planning Update**
 - The next phase is gaining perspective – what it means to be a church today. It has been reported that only 25% are connected to a church which is considerably less than what we experienced decades ago.
 - One aspect of the next phase is to interview a millennial to hear their views on church in society, Questions/suggestions will be provided.
 - A question was asked whether there were summary notes from the November 7 wrap up session. The session was recorded along with the regular service. The wrap up session was not provided to BevCam. Lisa is considering what to make available.
 - Looking for nominees for the Transition Team – ideally two others. Suggestions were provided.
 - Members present at the November 7 session gave their impressions. That people were engaged and that a good number stayed after church for the session. The believed that people recognized a need for change. Some people focused on giving the building away. Need to determine what are the real possibilities.
 - This is the focus of the next step – what are the possibilities and what needs to be investigated. This will be the result of brainstorming.
 - Will be seeking information/resources from experts. The Conference Minister will be attending worship on January 30 and after worship will meet with the congregation. There may be a need to engage a consulting company on the building.
- **Stewardship** – Dale reported that approximately 34 pledges resulting in \$95,000J have been received. Mac Donaldson handwrote all the thank yous. Note cards have been sent to others who previously pledged or donated regularly.
- **Treasurer's Report** for October was provided.
- **Budget** - The draft 2022 budget has been prepared by Mac Donaldson and will be the subject of the Finance Team meeting after church on November 21. A budget must be prepared and voted on at the December congregation meeting. Once finalized by the Finance Team, it will be presented to

the Central Board (possible 11/29 or 11/30) in a single topic meeting. Then it can be made available to the congregation (12/5). There will then be a forward chat conducted on the budget (12/12) and the congregational meeting on 12/19. From this first draft, it is evident that pledge receipts from everyone are needed, and we are encouraging people to increase their pledges.

- Lisa reminded the Board that while there is the operational budget, there is also a budget associated with where we are going as a church in a transition year. These can be combined.
- **Credit Card** – Exploring getting a credit card for the church. Local banks require it to be linked to a person. They are looking at one card that does not require the link to one person. This card has some restrictions but does not have a fee.
- **Property** –
 - Jack reported on the recommendation from the Property Team to replace the sanctuary windows. This is considered the highest priority by the team. The windows were installed in the 1950's and have fallen into disrepair (glazing has failed and a few windows have rot.) There have been recent times when the windows were so swollen from rain that they could not be opened. The team considered repairs to the windows but believed that replacement would be the better option to provide both better ventilation when needed but also better protection from the element.
 - Jack conducted a search resulting in bids from three companies with each providing a different type of window. The bids ranged from \$45,000 for an all vinyl double hung window (no installation), \$61,600 for a mahogany double hung window (no installation) to \$62,200 for an aluminum combination fixed window over a casement window (demolition, removal, installation included). The aluminum window was the window recommended by the Property Team. The funds would come from the Building Endowment Fund.
 - After considerable discussion the Board determined that this was not the appropriate time to engage in such an expensive project. More information was requested from the vendor regarding better drawings and pictures of the aluminum window.
- **Bylaws Review** – Andrea reported that no changes were recommended nor were there any submissions by the congregation. Considering looking at emergency powers, clarifications and who hires interim minister.
- **Technology Issues** – David reported that Zoom was not recording. Determined that the amount of available space was used up. He asked who was responsible for cleaning up Zoom? Zoom provides 1 gigabyte of storage which is the equivalent of 3 Sundays of recording. The cleanup needs to be done on ongoing basis.
 - There is a need for a tech savvy individual. Should be part of a staffing plan. The church is becoming more active on social media. The suggestion was made to come up with a job description. Write down tasks occurring on a weekly, monthly and annual basis. Determine which tasks aren't being performed that should be.
 - Audio – no further complaints. For Zoom the microphones are not picking up instruments or bells. Would need two new microphones and a mixer.
- Next meeting – December 14 if the Finance Team is not meeting that night.
- Meeting was adjourned with a prayer.

Running Action Item List (RAIL)

Action Number	Action Item	Date Open	Date Closed
June 21-01	Dale Earl to review Active/Inactive member list w MJC and correct errors	6/2021	
June 21-02	Doug to contact Keith Linares regarding Safe Serv practices in the kitchen and incorporate into Safe Church policy as appropriate; Doug spoke with Keith 9/22; Keith agreed to investigate.	6/2021	
Sept 21-02	General Action – each team to create 1-2 sentence with a simple description of their scope of responsibility described; several drafts sent to Dale, others requested by early October	8/2021	