



**Board of Directors
Meeting Minutes
October 18, 2022**

Preparing to Do Our Work

The Board meeting was opened at 6:05pm by Becky McDonough. All Board members checked in and shared an inspiration. Each Board Member read one or two of our updated Agreements. Leticia Williams led us in a prayer of reflection and generosity.

Marilyn Kane established a Quorum: 7/8 members present were: Rev. Brock, Clayton, Daniels, Frye, Kane, LaChapelle, McDonough. Guests: Leticia Williams, Barb Crabtree (by phone). Absent: Clayton

Our Role as a Working Board

Received and Approved: Treasurer's Report for August, 2022. Motion by Jesse Clayton, second by Jim LaChapelle, and approved unanimously.

Treasurer's / Fundraising Report: Jim LaChapelle and Barb Crabtree reported the current status in reporting the results from Trivia fundraiser. They are still doing the numbers and cross checking items, for example the taxable items vs the non-taxable items. The consensus was that the event went very well from feedback received and areas for improvement identified.

Our Role as a Governance Body

Board Nominating Committee: Leticia gave the BNC report. There was a change in Committee members as one Committee Member's spouse submitted an application to run. That Member resigned and was replaced by one of the senior members of the Congregation. The Committee presented its recommendations for the slate: Janalee Heineman, Richard Henry, and Marrie Neumer. The Committee also recommended that the Congregation should be reminded that Covid 19 issues led to a change in the year sequencing for the elections as some Board members' term were extended until we could back on schedule which would be next year. The Committee recommended the Board review the application especially #7 which uses CLM and LEAD as examples. These are not as frequent and relevant as in the past. One member who applied in an online member and, if elected, brought up the potential for having the Board meetings both in person and online hybrid model. Bylaws changes we made support this. Jim LaChapelle made a motion to accept the Board of Directors Nominee slate as presented, seconded by Jesse Clayton, and all members voted aye.

2023 Budget. Barb presented the proposed 2023 Budget. She stated the format was reorganized this year and uses groupings of major activities such as Administration, Music Program, Connections Program, Investments for both traditional Income and Expenses. There

is overall a 4% increase in the Budget from last year. The expenses over income produced a deficit of \$146,066.30 which was off set by Contingency Funds and an opportunity to apply for the old PPP 941 money available during Covid. The review by Barb and Finance Team did not see a downside to applying for this. Application is made through an accounting company, primarily the Proviso Group. Jessie Clayton made a motion to hire the Proviso Group to apply for return of the tax money we paid for the 4th quarter of 2020 and 3rd quarter of 2021 Form 941s. Second by Debbie Frye. Motion was unanimously approved. Jim LaChapelle made motion to accept the proposed 2023 Budget and to present it to the Congregation for approval at the Annual Congregational Meeting. Jesse Clayton seconded the motion. The motion carried with a unanimous yes vote.

Jesse Clayton informed the Board she was meeting tomorrow with Doug Whitney regarding the Media Booth to prepare for County review of Media Booth.

Learning to Serve

- Outstanding Items:
 - Media Booth
 - Safe Sanctuary
 - Columbarium

- Review Action Items
 - Accepted and approved Treasurer's Report
 - Accepted the BNC's Slate of Candidates for Board
 - Approved hiring Proviso Group to pursue 941 refund monies
 - Accepted Proposed 2023 Budget to present to Congregation for approval

Adjourn: Motion to adjourn by Frye, second by Clayton, and unanimously approved at 6:59 pm.

Respectfully Submitted: Marilyn A. Kane, Clerk

Pastor's Report
October 2022

Item	Comments	Next Steps	Action Items
Congregational Meetings/Pastor Chats	Two forums and the annual congregational meeting went well with unanimous votes for new board candidates and the 2023 budget.	In early January, we will put out a special publication to welcome our new board leadership.	Compile biographical info to put together good profiles of each new board member.
Pledge Campaign/Generosity	Pledge Campaign "Provision Boxes" were sent out in October to our faithful online worshippers for whom we have addresses.	Our prep work for the campaign is getting better and better. Putting 100+ boxes together with multiple pieces inside, was intense but the staff and our office angels were all over it!	The Generosity Team has also been very involved in the campaign, especially as it relates to finding folks to tell their provision story during worship.
Pastoral Care	It is not overly surprising that in a congregation that skews older, there are always health concerns that need our care. It is also true that there are many other concerns beyond health that are always with us.	In order for our congregational care to be as robust as it needs to be, our deacons need to be expanded, trained and empowered. This will begin in Januray/February 2023. Plans are underway.	I have asked Rev. Miriam Gelfer to assist me in training deacons in 2023 and she has agreed. She and I will be working together to put the training together.
Planning for 2023	Staff workplans are complete and detailed. We are prepared to take on 2023.	For the first time, everything that the staff does, is integrated . . . workplans match the budget, the budget supports our workplans, evaluation	The board needs to do their work around the parts of our Strategic Plan that belongs to them.

		of staff matches workplans, etc.	
Staff	<p>It has been a rough couple of months for the staff. Not only is this time of year packed with added big events, there have been multiple personal issues at play among us.</p> <p>Even so, the staff has persevered and moved through the extra things and with great success.</p>	<p>We received notice from Nick Viglione that he will have to end his time with us on Nov. 30th.</p> <p>Fortunately, Ambor has been looking for a second job and I have decided to pay her to do this job as Nick moves on.</p>	<p>The staff will have another retreat in February so I have started putting together our agenda.</p> <p>We have applied for a grant that is available from Collis's seminary (Luther Seminary) and will hear from that at the end of December. It is for \$5,000.</p>
Programming	<p>This has been a bright spot in our church since Collis has been able to focus on it. The positive budget impact and the engagement of the congregation is such an important part of church life.</p>	<p>The new Welcome Desk will be staffed and ready for Advent. This is a small piece of a larger plan to increase our effectiveness with newcomers and foster true welcome.</p>	<p>We have some pretty significant issues to address around space. Space to have programs, office space, and storage space.</p>
Worship	<p>I feel very proud of our congregation with regard to the movement we have made around diverse worship.</p> <p>We are looking forward to expanding this movement in 2023.</p>	<p>The staff knows that we are still in need of being prepared farther out. While our planning in the summer around worship has been very helpful, we are still experiencing too much last minute tasks.</p>	<p>Our biggest issues remain in the media arena. This is not specifically anyone's fault, it's just frustrating to know that our online worshippers are having an inconsistent experience.</p> <p>I am working on a plan now to address</p>

			this and will report on that later.
Special Assignments	<p>I will begin in January being a mentor for a new pastor in Rio, Brazil.</p> <p>Board of Pensions for UFMCC – the BOP will be meeting in Sarasota next May and we will host the members by way of meeting space.</p> <p>I have been asked by the denomination to convene a team of people to do some assessment of church starts and closings. That will begin in a couple of weeks.</p>	<p>This will be once per month engagement call on Zoom</p> <p>Helping to find a hotel/B and B for the board to stay in April.</p> <p>This will involve some concentrated time to do some research and data gathering.</p>	<p>First meeting has happened and our mission is underway!</p>