

COUNCIL MINUTES: SEPTEMBER 20, 2016

FIRST CONGREGATIONAL UCC

Members present: Albert Horn, Moderator; Peace Young, Assistant Moderator; Bill Sweeney, Secretary-Treasurer; Ross Runkel, Past Moderator; Margaret Baldwin, Karen Hurst, Christian Logerstedt, Members-at-Large; Michael Ellick, Senior Minister; Elizabeth Durant, Assistant Minister.

Others present: Cara Rothe, Business Manager; Ted Heid, Julie Blanchard, Layne Young

Moderator Al Horn opened the meeting with prayer at 5:00.

E-votes were included on the agenda to be recorded in the minutes:

- Motion to approve July Council minutes: approved on July 30, 2016.
- Motion that the Church Council designate 50% of Rev. Elizabeth Durant's salary as Housing Allowance: unanimously approved on August 15, 2016.

It was noted that there was no August Council meeting; instead, the Council met in a retreat session.

Safety report:

- Al Horn and Cara Rothe participated in an informational meeting regarding active shooters.
- The Safety Team did a building walk-through, looking at issues of safety and security.
- Cara reported that the walkie-talkies have been purchased and are in use.

Delegates to the Central Pacific Conference Meeting:

It was moved, seconded, and passed that the following members be approved as delegated: Grant Helbley, Alice Forsythe, Michael Overman, Alison Killeen.

Budget Discussion:

Bill reported on the current financial health of the Church:

- Net liquidity is very good.
- The Budget Team noted 2016 shortfalls in income (pledges, rentals, etc.), lower expenditures (senior minister health insurance, programming, etc.), and unbudgeted income (gifts, bequests). In the 2017 budget projections, new expenses will include youth ministry, an audit, staff wage increases, and a larger building expenses amount.

There was consensus that the budget needs to be lean but that we want to shape it in ways that will sustain and build the Church.

Issues that need further discussion include:

- What amount should be in the Reserve Fund? We will ask auditors to advise regarding a prudent reserve balance for the Reserve Fund.

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- What amount, beyond the current 4%, could we take annually from the Reserve? For how long?
- Should undesignated gifts and bequests automatically go into the Reserve Fund or might they be used to meet budget shortfalls?

Suggestions included:

- Use Reserve money to balance the 2017 Budget.
- Show clearly in the Budget the separate categories for Building (perhaps showing income in this category as coming from the Reserve), Programming, and Staff.

Church Council Policies:

It was moved, seconded, and passed to approve the Council Policies as amended.

Church Archives:

Cara presented a proposal to donate our Church archives to Portland State University.

- There is no cost to the Church for this donation.
- All archives will be accessible to whomever wants to peruse them.
- PSU will take all necessary steps to organize the materials.
- They will undertake necessary steps to stabilize and, as possible, restore materials.
- Materials will be stored in climate-controlled conditions.
- They will occasionally use materials (with Church identification) in exhibits in the Library.
- Each year we will forward to them the previous year's archives, ensuring an ongoing record. Of particular interest will be photos with names.

The primary advantage to this donation is preventing further deterioration to the Church's archives.

Cara noted also that the transfer of archives would free up a room in our building for other use.

It was moved, seconded, and passed to instruct Cara to pursue the proposal to transfer our archives to PSU.

Ministers' Reports were distributed.

Church Ministry Teams and Facilitators:

Michael led a discussion of our new Church organization structure. He noted that we are still in a learning stage of making it work as envisioned. We need to figure out how to do a better job of getting participation, especially of old-timers, and to recognize that we aren't yet doing a very good job of regularly publicizing where volunteers are needed and what teams that are actually functioning are doing. We will need new facilitators.

Some ideas emerged: Create a talent bank list; canvass the Church community to get a list of people's interests and skills; do a Recruitment Day / Talent Fair; be more proactive in promoting teams and their work during Fellowship Hour after worship; be intentional in building leadership.

Layne closed the meeting with prayer at 7:05