



Council Meeting Minutes

Date: September 19, 2017

Time: 7:00 pm

Place: Chapel

- Members:**
- | | | | |
|-------------------------------------|--------------------------|-------------------------------------|-----------------------|
| <input checked="" type="checkbox"/> | Kelly Pollock, Moderator | <input checked="" type="checkbox"/> | Barbara Metric, Clerk |
| <input checked="" type="checkbox"/> | Matt Aeschleman | <input checked="" type="checkbox"/> | Adam Alonso |
| <input checked="" type="checkbox"/> | Lily Alter | <input type="checkbox"/> | Gene Armstrong (E) |
| <input type="checkbox"/> | Marcia Ashton (E) | <input checked="" type="checkbox"/> | Cathy Cerniglia |
| <input checked="" type="checkbox"/> | Melinda Haag | <input checked="" type="checkbox"/> | Steve Pederson |
| <input checked="" type="checkbox"/> | Janet Haisman | <input checked="" type="checkbox"/> | Cate Readling |
| <input checked="" type="checkbox"/> | Shanti Kulkarni | <input checked="" type="checkbox"/> | Priscilla Sibley |
- Staff:**
- Rev. Deborah Kapp
 - Rev. Britt Cox
 - Rev. Lydia Mulkey

Guests: Jackie Eckholm, Al Parchem, Jane Barker, John Zaruba

Moderator Kelly Pollock called the meeting to order at 7:05 pm with a quorum present.

I. Introduction of Council to Interim Lead Pastor Rev. Deborah Kapp

Council introduced themselves to new Interim Minister Deborah Kapp.

II. Joys, Concerns, and Remembrances

Deborah Kapp mentioned she will be attending her 50th high school reunion. Priscilla Sibley shared her concern for Elaine Pierce and her daughter Trinity after the death of their son and brother, Jeffrey Ritsert whose memorial service will be on October 7 at 2pm. Barbara Metric celebrated her mom's 78th birthday! Cate Readling celebrated her cousin's baby shower.

III. Opening Devotion and Prayer – Adam Alonso

Adam Alonso shared an experience he had in Austin, meeting with the Principal of Nash Elementary, Theresa Dunbar. He loves that the meetings in the Austin neighborhood are opened with prayer. Ms Dunbar shared that the biggest crime of poverty is neglect – emotional neglect - no hugs, no respect. Rather than feeling sorry for the kids in that neighborhood, they should be shown love and receive basic human contact. God is working in Austin.

IV. Omnibus Motion

Action: A motion by the clerk to accept the following meeting minutes and membership report was seconded by Priscilla Sibley.

- Council meeting minutes – August 15, 2017
- Council Executive Session minutes – August 15, 2017 (personnel issue)
- Special Council meeting minutes – August 29, 2017

- Special Council Executive Session minutes – August 29, 2017 (personnel issue)
- Membership report August 2017- New members (Christine and Philip Bohlman, reinstating lapsed membership from 1995) and Members removed by Death of Caroline Blossom and Helen Severson.
- Motion from Finance: “In order to satisfy its obligations under paragraph 1.3 of the Sept 23, 1986 Trust Agreement which establishes the First United Church Fund at Chicago Community Trust, Finance moves the Church hereby designates as its representative to the Chicago Community Trust the Church Treasurer, the Church Secretary, or the Lead Pastor and, further hereby informs the Executive Committee of Chicago Community Trust that it may rely on directions it receives from any of these designated representatives.”
- Motion from Nominating “We nominate Bob Giles to serve as commissioner to the Chicago Presbytery, until such time as he is no longer willing to serve, or until an alternate has been elected.
Motion was passed unanimously.

V. Staff Reports

Deborah – On October 8 there will be “open time” to ask Deborah questions after church, such as explaining role of Interim. Titles have been changed to be consistent with historical use at First United with regard to the words “Minister” and “Pastor”. Lydia Mulkey is now the Associate Pastor for Education and Britt Cox is the Associate Pastor for Discipleship.

Britt – Next Newcomer class will be from Oct 29 – Nov 19, with the 19th being the day Council attends as well to vote on new members.

Lydia – Awesome start to the school year! Church school is filling in, almost all set. Adult Ed is off to incredible start, and Quest Lock-In had 10 attendees (11 in Quest for the year)

Kelly shared office update: Deborah is in the ‘traditional’ lead pastor office just off the lounge, Lydia and Alicia are sharing the large office, temporary and future staff will go to Lydia’s old office.

VI. Buildings and Grounds

John Zaruba explained the Roofing and Masonry Proposals. First United will receive \$100,000 from our insurance company for interior damage to the sanctuary and we can also get an additional \$26,000 if we start repairs in 2017. B&G relied heavily upon Mark Jolicoeur and Tom Hutchinson, the consultant hired by First United this past spring. Four (4) vetted contractors submitted bids for the roof and four (4) vetted contractors submitted bids for masonry. W.L. Kercher is the recommended masonry contractor, and Bennett and Brosseau is the recommended roofing contractor. Both came in with lowest bids

VII. Capital Strategies Workgroup

Al Parchem presented the results of the Capital Strategies workgroup, giving credit to Rick Ashton (currently on vacation) for all the work he did. Al presented four different options for borrowing funds to do the roofing and masonry projects, with repayment occurring from 2018 through 2022. These included reducing

the endowment, borrowing against the endowment, and borrowing from local banks, or from our denominations. Council focused on best/lowest rate, socially conscious lenders, ease to obtain loan, and protecting First United's endowment. After discussion it was agreed Bernstein was the option to go with (margin loan against our endowment balance) based on best interest rate and best control of the endowment. It also is a known socially conscious lender.

Action: Melinda Haag moved that the Finance committee begin a process to secure a loan from Bernstein of approximately 1.3 – 1.4 million dollars at the best rate available to pay for necessary repairs to the church including tuck pointing, masonry, roof replacement and interior sanctuary repairs. The motion was seconded and approved.

Action: John Zaruba, on behalf of the Buildings and Grounds Committee, moved that the church accept the bid of \$299,990 from, and sign a contract with, W.L Kercher Company to do comprehensive restoration to the exterior masonry of the sanctuary and bell tower of First United Church of Oak Park. The motion was seconded and unanimously approved.

Action: John Zaruba, on behalf of the Buildings and Grounds Committee, moved that the church contract with W.L Kercher Company to do restoration cleaning of the exterior sanctuary and bell tower limestone at a cost of \$30,000. The motion was seconded and approved.

Action: John Zaruba, on behalf of the Buildings and Grounds Committee, moved that the church accept the bid of \$775,800 from, and sign a contract with, Bennett and Brosseau Roofing to replace the entire First United Church of Oak Park sanctuary roof with slate shingles and with copper replacement ridge caps to match the existing caps. The motion was seconded and unanimously approved.

Al's feeling is that the workgroup will disband at the end of this Council meeting, as their work is complete.

VIII. Stewardship

Melinda Haag shared an update on stewardship. Summer vespers as well as feedback from the Strategic Plan helped shape the focus of stewardship. The pledge card is simplified. Late September pledge information will be sent out. The goal of \$750,000 in pledge dollars was set and will be part of the publicity.

IX. Moderator Update

Kelly Pollock attended 11 committee meetings to show support as well as get a sense of what is happening throughout church. She is working on improving the Council/Staff connection. A meeting between Kelly, Deborah Kapp, Finance Chair, Personnel representative, Treasurer, and Gene Armstrong (as Council rep to Finance committee) is being organized to determine Staff structure.

X. Committee Actions

Action: Motion from Faith in Action. Be it resolved that First United Church of Oak Park adopts the policy of “No Guns in God’s House” by taking the following actions: 1) Follow the requirements of Illinois and/or Federal Law and their regulations of posting signs, such as stickers on doors, to communicate to the public that all individuals (other than active law enforcement officers) are prohibited from carrying guns on to the property of First United Church of Oak Park; and 2) to prominently post another sign, for example, on a church bulletin board, as recommended by Presbyterian Peace Fellowship, signaling “No Guns in God’s House”. The motion was seconded and unanimously approved.

Action: Motion from Finance. The Finance committee moves that Council approve an increase in the budget line item referred to as Financial Assistant ProfExp/CE to compensate the Financial Assistant for overtime hours anticipated through the end of 2017. The Church Treasurer estimates that an amount between \$2000 and \$2500 would be sufficient to cover the hours needed to complete the tasks assigned to the Financial Assistant position. The motion was seconded and unanimously approved.

Action: Motion from Finance. The Finance committee moves that Council approve the hiring of a part time/temporary financial analyst (probably CPA level) to work through January 31, 2018. This person would act as chief financial officer and supervise the Financial Assistant’s assigned tasks, evaluate the accuracy of the church accounting records, produce financial reports, assist in stewardship and budgeting, and work to develop best practices for the accounting processes at First United. The costs related to this position would be chargeable to the Church Administrator account. The motion was seconded and unanimously approved.

XI. Executive Session

Action: Shanti Kulkarni moved to enter executive session to discuss Alica Reese’s contract. The motion was seconded and unanimously approved. Council entered executive session at 9:34 pm.

Action: Cathy Cerniglia, on behalf of the Personnel Committee, moved that Council approve Alica Reese’s contract along with increasing her hours to 25 hours per week as well as changing the term dates of her contract to September 11, 2017 – July 31, 2018. The motion was seconded and unanimously approved.

Action: Melinda Haag moved to return to open session. The motion was seconded and unanimously approved. Council left executive session at approximately 9:40 pm.

XII. Benefits Task Force

Action: Kelly Pollock moved to ask the Personnel Committee to consider recommendations made by the Benefits subgroup and decide what should be incorporated into their handbook and to present these key options and their estimated costs to Council. The motion was seconded and unanimously approved.

XIII. Adjournment and Closing Prayer

Cathy Cerniglia moved to adjourn at 9:46 pm. The motion was seconded and unanimously approved. Council circled and joined hands and Deborah Kapp led the closing prayer.

Next scheduled Council meeting: October 17, 2017 at 7:00 pm in the Chapel

Respectfully submitted,
Barbara Metric, Clerk