



Council Meeting Minutes

Date: October 17, 2017

Time: 7:00 pm

Place: Chapel

Members: Kelly Pollock, Moderator Barbara Metric, Clerk
 Matt Aeschleman Adam Alonso
 Lily Alter Gene Armstrong
 Marcia Ashton Cathy Cerniglia
 Melinda Haag (E) Steve Pederson (E)
 Janet Haisman Cate Readling
 Shanti Kulkarni Priscilla Sibley

Staff: Rev. Deborah Kapp
 Rev. Britt Cox
 Rev. Lydia Mulkey

Guests: Jackie Eckholm, Pauline Coffman, Mary Anderson, Pat Hahn, Ted Despotes, Joanne Despotes

Moderator Kelly Pollock called the meeting to order at 7:06 pm with a quorum present.

I. Opening Devotion and Prayer – Priscilla Sibley

Priscilla shared funny story about forgetting. Forgetting Friday doughnuts at Whittier, some people accept forgetfulness and forgive, others do not. But she brought doughnuts late and most were understanding.

II. Joys, Concerns, and Remembrances

Concerns and love shared for Steve Pederson. Priscilla is going to visit her 96 year old mother. Joy as she gets to see her feisty mom but concern as it's a stressful week. Memorial services for both Nancy Masterson and Buzz Hargleroad 10/21 and 10/22. Britt's sister lost her newborn baby boy, Tate.

III. 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 – September 19, 2017
- Membership report September 2017- Former/Inactive members by request (Esther and Heath Krida)
- Motion from FIA: “Council approve, and the Clerk of the Church sign, the Mission Team Partnership Information Form 2, at the request of Housing Forward. Doing so confirms First United as a partner of Housing Forward and the PREVAIL program, thereby assisting Housing Forward in its mission funding request with the Presbytery of Chicago. In 2017 FIA funded the combined programs of Housing Forward and PREVAIL, with \$25,000 in support, but no additional funding or action is necessary from either First United or FIA.”

IV. Syrian Overture

Pauline Coffman presented an overture on behalf of FIA regarding Syria. The overture was drafted by a committee from the Syria Lebanon Partnership Network of the PC(USA). Council was instructed to read the motion in detail and an e-vote would occur regarding endorsing the motion later in the week. If Council endorses, the overture goes to the Presbytery; if they approve, it goes to the Assembly for approval.

V. Financial Reports

Jackie Eckholm shared updates on certain financial items. We are on target for pledge collections for 2017, collecting more than expected of non pledge dollars, budgeted receiving \$30K from Chicago Community Trust but are expecting \$35K. Deficit of \$11K was projected in the 2017 budget, and although there have been many unexpected expenses we are tracking at deficit of \$6500 for 2017.

VI. Staff Reports

Deborah – LynToya resigned effective Oct 31. There is a new financial consultant in place, seems to be a solid fit. Caitlin Zinsser (Personnel) was at staff meeting which was helpful, will focus on training for staff.

Britt – Just loves the Testimonials of Care, excellent feedback and showing strength of congregation and sense of connection. Nov 19th Newcomers class is the day Council attends to vote on new members.

Lydia – Hard at work! Working with Safe Church team and making solid progress. Youth and Adult Ed off to an excellent start, interesting upcoming classes including one on white privilege.

VII. Strategic Plan: Implementation Planning Summary

Mary Anderson detailed the Implementation Plans for the 6 pillars (Faith-based Identity, Engagement, Mission Work, Financial stability, Operational Vitality, and Culture & Communication) for Year 1, created by the 30 members of her team. They worked diligently to be realistic and not overly ambitious, and laid out the different elements of the plan (leads, team members, dates, milestones, functions, and key activities). Overall themes for the first year are Q1: gather data, Q2: create plans, Q3: execute, and Q4: implement and begin 2019 plan. The next steps are to create the Strategic Plan Accountability Team (SPAT), consisting of 6 members (one for each pillar) who would report to Council.

VII. Interim Update

Deborah Kapp led the discussion regarding when to begin a Lead Pastor search; needing time to heal, but also wanting to move forward, Q1-Q2 ideal time to begin search (post Easter). Important to look at how PNCs were run in the past to both improve and enable success. Important to know who we are as a congregation as well as who we want to be as a congregation prior to PNC. Suggestion included a time together as a congregation to vent, process grief, and discuss who we want to be.

VIII. Administration/Staff Structure Workgroup Update

Plan at this time is to separate Finance from Administration for staff structure, looking at 5 positions (2 Full time, 3 part time). Workgroup feels this is the right model for the time and staff we currently have. Head Custodian and Church Administrator (no financial responsibilities) would be full time. Financial Admin, Book Keeper, and Admin assistant would be part time. The two full time would increase salary due to increased responsibilities. All report to head of staff. Job descriptions created by Personnel are in draft mode, Council asked to review and send feedback to Kelly Pollock.

IX. Moderator Update

Council asked to lead the way in modeling pledging. Kelly led a meeting after Church attended by about 25 people, questions addressed: building work, capital campaign. Kelly might try to do this quarterly. Worship committee requested motion of \$80K to repair organ to be added to future capital campaign, Kelly suggested they hold off and request it to be part of interior sanctuary work in the Spring (end result is work will be completed sooner). Budgets for all committees are due end of October.

X. Committee Actions

Safe Church Team: Several incidences of people sleeping in tunnels, laptops stolen, etc. Led by Lydia and Alicia, the team consists of Dick Krissinger, Shanti Kulkarni, Cathy Cerniglia, John Borrero, Katharine Thurman, Dana Wright, and Cate Readling. Part of our Welcoming Strategy, making sure our church is safe for all. Key focus items: assess points of entry, response team, proactive security team (includes training for congregation), inform congregation, and collaborate with other groups that use church. The team will create a policies document and present to Council.

Finance:

Action: Gene Armstrong moves that Council adopt Motion #1 presented by the Finance committee that states Council approve the engagement of a part-time/temporary bookkeeper, as soon as possible, to work through January 31, 2018 by the Finance Committee with the assistance of FUCOP legal support. The motion was seconded and unanimously approved.

Action: Gene Armstrong moves that Council adopt Motion #2 for financing of construction projects that states Council approve Finance Committee's request for the authority to direct the initial construction payments from Restricted Account 1.0092 in the amount of \$79,515 (the balance of the Globe One Insurance settlement) and up to a \$75,000 draw from the General Endowment held in the Bernstein Investment account. The motion was seconded and unanimously approved.

Action: Gene Armstrong moves that Council adopt Motion #3 that states Council approve the Finance Committee's request for the authority to set up a margin loan account at Bernstein Investments using the securities in our portfolio of invested funds as collateral for the \$1.2 million loan and further approve the Finance Committee's request to pay interest only on the borrowed funds until Sept 30, 2020. The motion was seconded and unanimously approved.

Action: Gene Armstrong moves that Council adopt Motion #4 that states Council concurs that the Finance Chair or Church Treasurer will have authorization to request draws from the Bernstein margin account to pay contractors and Council agrees with the plan whereby Hutchinson Design will review and approve billing from the contractor before submitting the bill to FUCOP for payment. The motion was seconded and unanimously approved.

XI. Adjournment and Closing Prayer

Cathy Cerniglia moved to adjourn at 9:44 pm. The motion was seconded and unanimously approved. Council circled and joined hands and Deborah Kapp led the closing prayer.

Next scheduled Council meeting: November 21, 2017 at 7:00 pm in the Chapel

Respectfully submitted,
Barbara Metric, Clerk