

## **CMCL Council Meeting – March 17, 2025 @ 7:30 PM, Grant Street Building**

**Present:** Mike Sharp, Drew Brubaker, Marlene Reiff, Susan Gascho-Cooke, Laurel Martin, Hope Sholly, Beth Oberholtzer, Craig Clearwater

**Absent:** John King, David Stallings, Deb Van Pelt

### **1. Opening - Mike**

### **2. February Financial Reports - Hope**

- halfway through the fiscal year
- Offerings: \$308k (58%), which is \$68,573 more than last year at this time.
- Total Income: \$319k (58%)
- Total Expenses: \$247k (44%)
- Current income-over expenses: \$71,663

**Drew motions to approve the February Financial Reports. Laurel seconds. All in favor.**

**Action: February Financial Reports approved.**

### **3. Staff Relations Committee**

- a. March Staff Reports:** Council reviewed March staff reports.

**Marlene motions to approve the March staff reports. Beth seconds. All in favor.**

**Action: March Staff reports approved.**

- b. Leave of Absence revision:** SRC revised the Leave of Absence policy in the employee handbook (see revision in bold). It now states: *“Applies to all eligible employment levels, including employees at .5 and above **for a leave longer than 2 weeks.**”*

**Marlene moves to approve the updated Leave of Absence policy. Laurel seconds. All in favor. Action: Leave of Absence revision is approved.**

- c. Meredith’s Upcoming Leave of Absence:** Meredith requests a leave of absence for 6-8 weeks due to an upcoming procedure (to take place sometime between May and August). She will make sure that Peace School is taken care of if it happens to be over that time.

**Beth moves to approve the leave of absence for Meredith for the duration of 6-8 weeks. Laurel seconds. All in favor. Action: Meredith approved for a leave of absence for 6-8 weeks.**

- d. On-Call Expectation:** SRC submitted a document detailing the on-call expectations for pastors and pastoral team.

-Council requests clarification on item #3:

*Staff people will count a minimum of 2 hours work time per day for “on-call” duty - to recognize time spent checking emails and sending quick responses to non-emergency needs. However, if the person ends up responding to a pastoral care need over more than 2 hours they will count whatever time they do provide care. If this results in the staff person*

*working more than their usual hours, they are encouraged to take that amount of additional time off during the following week or two.*

-Mike will follow-up with Carol to get clarification on this item.

## **5. Structure Review Committee**

The committee sent an updated draft of the structure review document with outlined changes. Council will review the draft and return next month with any edits.

## **6. Peace and Justice Committee:**

The Peace and Justice Committee submitted a revised version of their nomination process document for potential agencies. Agency Support Grants will now include nomination of agencies that support P&J work, **even if CMCL does not have an active participant in the agency nominated.**

-Council needs clarification on item #5.

*Agency support is currently 3% of total church budget and this percentage will be maintained as the church budget increases.*

-Council is unsure where the 3% figure is coming from.

-Mike will contact P&J committee to ask for clarification.

## **7. Safe Church Committee**

Meredith has requested permission to seek out an attorney regarding an upcoming letter that will be sent to the congregation concerning a child safety issue.

**Malene motions to approve Meredith's request to consult a lawyer surrounding the child safety issue. Laurel seconds. All in favor. Action: Meredith approved to consult a lawyer.**

## **8. 2025-26 Budget**

-Finance Committee is beginning the budget process for the upcoming fiscal year. Council looked over the budget lines they are to fill out. They will consult the treasurer about certain figures for the lines, including Scholarship (Menno Colleges) & Churchwide agencies.

-Hope will reach out to Larry for his advice on what amounts to enter. Then, she will discuss these numbers with council for approval.

## **9. Upcoming Congregational Meeting**

-The upcoming Congregational Meeting is scheduled for April 13, 2025. It will include 3 agenda items:

- a. Updated leadership slate
- b. Notice of a missing calculation in this year's budget (\$4000 conference travel accidentally excluded)
- c. Letter to MCC regarding their policies towards the LGBTQ community.

## **10. MennoCon**

Christy Heatwole-Kauffman and Diane Umble are willing to serve as CMCL's delegates this year.

**Marlene motions to approve Christy and Diane as delegates for this year's MennoCon. Drew seconds. All in favor. Action: Christy Heatwole-Kauffman and Diane Umble to serve as this year's MennoCon delegates.**

**11. Next Meeting** – Tuesday April 8 @ 7:30PM – John provide opening

**12. Adjourn**

**Beth Moves to adjourn meeting. Laurel Seconds. All in favor. Action: Meeting adjourned.**

Notes: Hope Sholly