

CMCL Church Council Meeting Minutes November 3, 2016

Present: Sue Stoesz, Larry Groff, Cynthia Stayrook, Cheryl Weber, Beth Oberholtzer, Amanda Stoltzfus, Malinda Clatterbuck, Rod Houser, Roger Lentz, Susan Gascho-Cooke, Lamar Weaver, Sarah Shirk, Katie Heinzl, Adam Miller, John Thomas

Absent: None.

1. Opening—Cynthia Stayrook—Blessing by Jan Richardson: *God of the Living*
2. Call to order
3. Approval of October Minutes—Motion was made and seconded and passed that October 2016 Minutes are accepted as written.
4. MOOS—Jerry Lee Miller—
 - a. Jerry did some reporting to bring council up-to-date on MOOS' operations, as called for by MOOS' Bylaws. MOOS Bylaws call for a person to be appointed to MOOS' board by CMCL's congregation, as well as regular minutes of MOOS board meeting being supplied to the two congregations (CMCL and Covenant).
 - b. With recent expansion of the hours of operation (an extra hour/weekday), MOOS needs an additional \$100+ per week for their budget. They have 4 different sources of income: CMCL budgets \$1,000/year; small fundraisers (about 5% of budget); grants, which fluctuate from \$0 to \$4,000 (\$4,000 = 40% of budget); individual contributions (close to 60% of budget).
 - c. MOOS' Director, Amber Rieger, will be going out on maternity leave around March 2017. For her previous maternity leave, MOOS provided her with a 2-month paid leave, and an interim director was hired.
 - d. Amber Rieger will be meeting with council at December 2016 meeting.
5. Child Safety—Malinda Clatterbuck presented a recommendation for 3 groups at CMCL (Pastoral Team; Church Council; and anyone who has access to the church [key fob]) to become "approved adults."
 - a. Malinda suggested strongly that Pastoral Team and Council become approved adults, or at least go through the training (which includes 3 Christian Ed sessions per year; submission to state for background checks [FBI, State and Childline, to be repeated every 3 years], and/or on-line or Samaritan Center training.
 - b. There was discussion regarding outside groups having contact with children while using CMCL facilities. **We will revisit this topic at December 2016 council meeting.**
6. Congregational Meetings—
 - a. **Do we need a quorum for congregational meetings?** (A quorum is

usually a percentage of the population). Suggestions included: use of social media for discussion on issues to be voted on.

b. **Could congregational meeting voting happen by ballot, instead of in person?** (Congregational meetings scheduled after second service may require people to return a second time in one day, which lowers attendance rate). There was discussion regarding low attendance at congregational meetings. Suggestions included: There could be childcare provided for congregational meetings. Absentee ballots could require a signature. Members could possibly give input (not a vote) before the actual congregational meeting. Adult Christian Ed could address the congregational meeting issues for two weeks before the actual meeting/vote.

7. CMCL Community Engagement—Beth Oberholtzer

a. This community engagement proposes a system of giving positive feedback and thanks to CMCL volunteers on a regular basis, as well as matching volunteers to their interests.

b. In the chart of CMCL's structure, this community engagement falls under the Governance, Leadership Selection committee.

c. This information is kept in the current database, ChurchTrac, in the CMCL office. (A questionnaire was sent out last year to CMCLers).

d. Cheryl Weber volunteered to take on the work of volunteer appreciation, and continuing use of the questionnaire and database input.

e. Malinda volunteered to work with Cheryl Weber on volunteer appreciation.

f. There was some discussion regarding the structure of CMCL, and the proposed governance structure, including the new Program Commission structure.

8. Discerning staffing needs—Susan Gascho-Cooke.

a. Susan and Staff Relations have been in discussion regarding staffing needs.

b. There remains some gap in coverage for the next year (with Chad's position being vacant), despite the new positions (Amanda Stoltzfus and Malinda Clatterbuck). Council has appropriated \$7,500 for support for Susan in the interim.

c. Financial feasibility and discernment of needed pastoral role needs to be discussed in the coming year.

d. Our pastors have in the past years moved into doing more and more supervising of working committees. Do we want pastors to do more administrative work?

e. Susan would like the congregation to clarify what they wish their pastor(s) to be doing, and their pastoral roles. She suggests bringing in Samaritan Center as consultants to help discern roles and skill sets. We have a congregational budget line for consultation on these matters. Council should be closely involved in the discernment process. There may be other organizations (than Samaritan) to help in discernment. Another option would be for ACC leadership to help in this discernment. **Katie Heinzl**

has volunteered to reach out to ACC Leadership regarding pastoral roles and job descriptions, as well as Samaritan Center and another organization, asking about their procedures and cost.

f. Gerald Ressler will be joining us at next council meeting (December 2016) to give input from Staff Relations' perspective.

9. Update on retreat—Rod Houser.

a. We were able to get the week at Camp Hebron which is closest to the end of September.

b. There will be quite a bit of savings at Camp Hebron as compared to Black Rock. (There will be options for cottages and camping).

Update on Budget—Rod Houser.

a. We are pretty much on track with giving and expenditures.

b. With reduced down-payment for next year's (Camp Hebron) retreat, we have approximately a \$1,500 overage.

10. Facilities Use Guidelines recommendations.

a. **Lamar will contact Kelvin Mack as chair of Facilities come to speak to council regarding facilities use (non-profit/not-for-business only).**

b. Kelvin will also talk with council regarding the severe weather notification guidelines.

11. Any new business

12. Pastor's report—Susan gave her report.

13. Volunteer for December's meeting opening. **Amanda Stoltzfus will open the December council meeting.**

14. Adjournment (next council meeting December 1, 2016)