

CMCL Church Council

Minutes

August 3, 2017

Present: Cynthia Stayrook, Larry Groff, Cheryl Weber, Beth Oberholtzer, Sarah Shirk, David Lutz, Kelvin Mack, Sue Stoesz, John Thomas, Phil Weaver, Katy Heinzl

Absent: Adam Miller, Susan Gascho-Cooke

- 1) Opening—John Thomas.
- 2) Approval of June minutes—The June 2017 minutes were accepted as written.
- 3) Pastor's Report—Susan Gascho-Cooke is still in Ohio on vacation. She sent in her report. Larry Groff read the report.
- 4) Children & Youth Associate Pastor's Reports—not given. It was decided that based on current structure, Children and Youth Associate Pastors will not be part of future council meetings.
- 5) New Council Members Orientation—Carol Eby-Good has agreed to be a new council member. Council members are to send suggestions for potential council members to Cheryl Weber.
- 6) Update on Congregational Care Leaders—**Council authorized Pastoral Team to begin working on congregational care leaders.**
- 7) Reallocation of Funds for Building Maintenance—Dave Lutz and Kelvin Mack.
 - a) Dave Lutz got quotes from 3 different companies on replacing the sanctuary HVAC systems. The current AC is 35% less efficient than the proposed upgrade and heating is 16% less efficient. We are estimating that this year's income will be \$40,000 more than expenses, so facilities is asking council to allocate \$15,000 to the HVAC upgrade. Accu-Aire's quote of \$17,975 is the lowest quote, and they are ready to do the work this month. The Creation Care Fund is not able to contribute some funds towards this upgrade.
 - b) Some long-term facilities projects are better signage for Iglesia Peniel; parking lot lighting; noise abatement in Parrot Gallery; brick pointing; carpet replacement; alarm system upgrade. Each year, facilities budgets \$20,000 for emergency major repairs, of which we have spent \$5,000 this year.
 - c) When staffing is low, the surplus is used for facilities upgrades.
 - d) **It was moved, seconded and unanimously agreed that Council allocate \$15,000 of this year's budget for the HVAC upgrade.**
- 8) Facilities Guidelines for Members Events—Council proposed a committee to work with Facilities in determining facilities guidelines. Cynthia Stayrook volunteered to be on the committee, and Rachel Kraybill Stahl will be the staff liaison. Larry Groff will contact Kelvin Mack regarding creating a committee to work on facilities guidelines.
- 9) Budget Revisions—Phil Weaver
 - a) As of July 31, 2017, we have taken in more than \$70,000 more than we have spent. We are 92% through the fiscal year.
 - b) We will have spent about \$40,000 less on staff than budgeted.
 - c) We will have about \$100,000 in expenses in the last budget month of this budget year (including the new HVAC system).
 - d) There was a suggestion of putting out an e-mail asking for everyone to fulfill their pledges for this fiscal year, as well as a bulletin announcement. Phil Weaver and Rod Houser will send out the e-mail, and Rachel Kraybill Stahl will put the announcement in the bulletin.
 - e) We have about \$147,000 in our checking account.

- f) The **2017-18 Budget** has been revised to reflect a change in salary and benefits, reducing the staffing budget from \$271,000 down to \$230,000. As well, the budget for the current year of staffing costs was higher than actual expense.
 - g) The 2017-18 Budget is about a \$50,000 increase over the 2016-17 budget.
 - h) The projected giving for 2017-18 is \$430,000. The revised budget is for \$481,000.
 - i) **Council will discuss the revised budget in Executive Session. The revised budget will be presented to the congregation in late August or early September.**
- 10) Other Business—Structural Committee Update.
- a) Beth Oberholtzer reported on the process of choosing delegates for attendance at MCUSA Conferences and the policy for the delegates’ reimbursement for attendance at Conference. The current structure document calls for 3 delegates from CMCL, based on membership total, chosen by council.
 - b) There was discussion of the cost of supporting delegates’ expenses and the expectation of delegates and their time, as well as travel modes.
 - c) The proposed new structure language is that travel expenses “will be paid at the discretion of council and will be handled as an agenda item.”
 - d) The proposed new structure language for number of council members is “7-9 members.”
- 11) Administrative Pastor Search Discussion (Executive Session)—Minutes to be taken by Katy Heinzl.
- 12) Volunteer for Next Council Meeting Opening—Sarah Shirk will open.
- 13) Next Meeting - **September 7th, 2017**