

## Council Meeting Minutes - Sept 20, 2021 at 6 pm Via Zoom

**Attending:** Beth Reavis, Morgan Wright, Jeff Voss, Jesse Lutabingwa, Mary Ballard, Pastor Steve Troisi, Laura McArthur, Charlie Wallin, Alan Hauser, Carol Norris, Janice Koppenhaver, Martha Kreszock and Kristie Evans.

1. **Call to Order** - Charlie called the meeting to order at 6:04 p.m.

2. **Devotion** - Charlie wanted to follow up on what the Vicar preached about Jesus being the calming effect on many things. As we enter this year, COVID is still in effect, but Council needs to be the calming effect and stand together to bridge the gap and we don't like the restrictions, but we have to do this for the betterment of the church. We're getting ready to take on assignments and God appoints us to bring our gifts to use in this year.

3. **Review Updated Council Ground Rules** - Charlie reviewed the ground rules for everyone.

- Please raise your hand to indicate that you would like to speak.
- Please give your name and state your views on the matter under discussion, including any questions or concerns you may have.
- In order to allow others ample opportunity to join in the conversation, please keep any subsequent comments by you on this issue/motion succinct and to the point.
- Please remain quiet when others have the floor so everyone can hear.
- Please be respectful of those voicing differing opinions.

4. **Congregational Input** - Mary said she noted that during the taped service, it would be nice to have the words to scripture and hymns. Pastor Steve said Steve thought he knew how to do it, but needed help with it. Charlie noted that his family also missed the words to the hymns. Pastor Steve said the choir is alternating singing anthems.

Carol said Gail Lund called her to say that our general prayers have gotten a bit more general. We should note some specific members during prayers. Pastor Steve said in the video, we may stay more generic for privacy, but will add them to the service. Several expressed the need to put the prayers for people back in the service. Pastor Steve is going to think about it regarding the online service.

5. **Approval of Council Meeting Minutes** - Kristie wanted her name correctly spelled. Charlie noted that we needed to make a correction that Janice noted and to correct a typo. Kristie made a motion to approve the minutes and Jesse seconded. Motion carried. Pastor Steve made a motion to amend the agenda to approve the Congregational meeting minutes. Carol seconded. Motion carried. Laura made the motion to approve the minutes for the congregational meeting minutes. Motion carried.

### 6. Strategic Visioning

a. **Review Organizational Chart and Liaison Assignments** - Pastor Steve shared the highlights of the Council reports and why does Grace exist to find "Grace's Why" for our purpose statement. Pastor Steve also overviewed why the Council exists and it has 3 functions - setting policies, monitoring progress, and strategic vision (where are we going, what are guidelines and how are we doing). He reviewed the pillars of the ministry which come from our Constitution - Learning, Serving, Worshiping, Welcoming, Support. Pastor Steve asked for feedback and updated each block.

Pastor Steve reviewed the Ministry Liaison chart and requested that Council members review the assignments and email him with updates. Pastor Steve will chat with anyone who needs some help in choosing.

b. **2021-2022 Council Goal Setting Process Brainstorming** - We're going to postpone this until October

## 7. Policy

a. **Review Policies for Updates:** Constitution Update - Update from Synod Review and next steps - For policies, Pastor Steve noted that the Safe Child should be green. For the Constitution, the Synod lost track of our request, but they have approved our Constitution with a few minor changes which he made. We have to have two meetings to approve it and then a second meeting to ratify it. He suggested that we have a Zoom meeting to approve it and then ratify in the summer.

## 8. Monitoring and Oversight

a. Reports:

i. **Senior Pastor Report** - Pastor Steve submitted a corrected version of Vicar Randy's reports.

1. **Engagement Report**

ii. **Campus Ministry Coordinator Report**

iii. **Music Ministry Report**

iv. **Administrative Secretary Report**

v. **Facilities Manager Report**

vi. **Treasurer Report** - Adjusted Monthly Giving/Cumulative Giving - Jeff reported that we thought we were in a little better shape in surplus - about \$12000. We paid our bills and applause to everyone. He has submitted his resignation, so he will be available to help out. Pastor Steve said he has done a Church Finance 101 and will send out a Zoom link to the meeting. Laura noted that we talked about putting an "ad" in the weekly news release. Jesse requested an onboarding and Pastor Steve said he would incorporate some information into the Finance 101 session. Pastor Steve displayed pg. 31 which contains some budget projections and showed we're not too far off from the budget.

## b. Old Business:

i. **Security Protocol Group** (Sandy and Carol) - No update

ii. **Fire Alarm System** (Pastor Steve and Jeff) - Grace has received a \$10,000 Gift.

iii. **Wilkes County Property Update** - Pastor Steve got a random call from Darius Hall, whose father-in-law had permission to hunt on the land. He said he'd like to meet and ride on four wheelers and look at the boundary lines. There are no signs. If Mr.Hall could hunt, he'd maintain the boundaries and the logging roads. We gave him temporary permission through October. Jeff suggested giving him permission through Oct 2022 and then reevaluated, especially if we will log property. Kristie agreed with Jeff and it was a good trade to maintain the logging road. Kristie made a motion to extend the permission through Oct. 2022. Jesse seconded. Pastor Steve said development isn't really possible and Darius said he would willing allow access through his property. He also committed to putting some cameras out there and will monitor the property. Jesse said there are some things that Pastor Steve noted that Darius offered some items which he felt should be spelled out. Pastor Steve will do this.

iv. **Spring Stewardship Drive** - June-July 18th Stewardship Drive - Pastor Steve said we need to do a second drive.

v. **Property Task Force Update** - Some of the committee have met and walked the property to review all the facilities.

vi. **Updates on adjustments to schedule related to COVID-19** - Charlie noted that we already have a chart to determine what level. Since we're still at a high incidence, we're in the red. The hospital is still overrun with cases. Charlie said anticipate there may be a spike after the first home football games.

c. **New Business** -

i. **Budget Surplus Designations** - Pastor Steve noted the year-end surplus. The Executive committee's recommendation is the following:

2020-2021 Fiscal Year-End Financial Items:

(1). Fiscal Year End Surplus — \$12,411.97/\$17,411.97 (see bullet point 2 below)

Recommendation:

- \$6,000 for NC Synod

- \$10,000 for Temp Faith Formation position and Assistant Music Director position

- ~\$400 for closing out old Designated Funds

- Add the remainder of the surplus to the Operating Cash Reserve, ~\$1,000, to bring . That total is ~\$33,000.

(2). JP Designated Fund current has a balance of -\$1,196.00. This is the result of monies owed the church for the Campus Minister position from the 2019-2020 fiscal year. The JP Endowment also owes the congregation \$5,000 from the 2020-2021 fiscal year. The JP Board needs to meet in order to approve a fund transfer. Recommendation: Draw down the designated fund by an additional \$5,000, for a total negative balance of -\$6,196.00. The designated fund can be backfilled when endowment funds are received.

(3). Council House Mortgage HF has a negative balance of -\$1,721.16. The Council House Mortgage Principle has a balance of \$1,476.97.

Recommendation: Use the positive balance in the Council House Mortgage Principle fund to offset almost all of the negative balance in the Council House Mortgage HF. Use \$244.19 from the surplus to pay the balance. Once both funds are zeroed out, eliminate both funds.

(4). Rent Income Holding Fund currently has a balance of negative -\$2,314.00.

This negative balance was the result of a change in the way that income and expenses were applied. The Rent Income is now processed as a budget line item and not placed in a designated fund. Also, previously the Wilkes County Property Taxes were taken out of this designated fund. We also continue to carry a balance of \$2,200 in the old Grateful for Grace Appeal designated fund.

Recommendation: Use the balance of the Grateful for Grace Appeal fund to offset almost all of the negative balance in the Rent Income Holding Fund. Use \$114 from the surplus to pay the balance. Once both funds are zeroed out, eliminate both funds.

(5). 3 New Temporary Designated Funds — Since we are planning to fund 2 positions with surplus, we need to park the surplus into designated funds from which the salaries can be drawn over the course of the year. Also, since we have a donor who has offered to pay for the A/V position, it will need to be treated in the same way.

NOTE: The donor has indicated that they plan to give this gift in January 2021, so the A/V designated fund will need to be drawn negative until the gift is received.

Recommendation: The Council created 3 new designated funds as follows:

- Assistant Music Director Salary

- Temporary Faith Formation Director Salary

- A/V Ministry Facilitator Salary

Charlie asked for a second to accept the Exec Committee's recommendation. Morgan seconded. Motion carried. 1 abstention.

ii. **Designated Funds Additions and Eliminations** - Jeffcoat Proctor had said they would add \$5000 for Deacon Stacy's. Pastor Steve said that the committee would meet and to draw down about \$10,000. (see notes in reports)

Charlie asked for a second to the Exec. Committee's recommendation. Kristie seconded. Motion carried. One abstention.

iii. **Holden Evening Offerings** - Pastor Steve made a motion to designate offerings from Holden Evening prayer to the General Fund. Morgan seconded.

iv. **AAMPARO** - Mary Ballard suggested that we revisit AAMPARO in October.

9. **Next Meeting:** October 18, 2021 at 6 p.m.

i. Devotion: Kristi

10. Adjourn Meeting with the Lord's Prayer - Charlie

Devotion List:

Nov - Laura

Dec - Alan

Jan- Jessie

Feb.- Mary

March - Beth

April - Emory

May - Carol

June - Janice

July - Morgan

Aug - Martha