

# Elizabethtown Church of the Brethren Church Board Minutes

Monday, June 12, 2023, 6:45 PM in Discovery Room & via Zoom

**In Attendance:** Alyssa Cross (Clerk), Jeff Eisnbise (Chair), Kevin Engle (Chair-Elect), Kendra Gottshall (Treasurer), Kurt DeGoede, Karen Ungemach, Pastor Jason Haldeman, Kurt Sollenberger, Joe Detrick (Moderator), Duane Hernley, Craig Coble, Pastor Naomi Kraenbring, David Leiter, Gina Strouse, Lynne Hockley, Don Ziegler

I.	<p><b>Opening Devotions</b> <span style="float: right;">Joe Detrick</span></p> <ul style="list-style-type: none"> <li>Joe opened the meeting with a prayer and reviewed an overview of the church lifecycle to prepare us for discussion for the evening.</li> </ul>
II.	<p><b>Acceptance of Previous Minutes</b> <span style="float: right;">Board Chair</span></p> <p><b>Action:</b> Approval of May Minutes.</p> <ul style="list-style-type: none"> <li>Minutes accepted as presented.</li> </ul>
III.	<p><b>Treasurer's Report (Exhibit A)</b> <span style="float: right;">Treasurer</span></p> <p><b>Action:</b> Approval of the Treasurer's Report. Treasurer's report accepted as presented.</p> <ul style="list-style-type: none"> <li>Kendra reviewed the conduits and reported that the Finance committee will be working with the commissions to get more detail around the specified uses and authorizations for these accounts.</li> </ul>
IV.	<p><b>Commission &amp; Deacon Highlights &amp; Concerns</b> <span style="float: right;">Commission Chairs</span></p>
	<p><b>Christian Education</b></p> <ul style="list-style-type: none"> <li>VBS planning underway</li> <li>Dave's Bible class is going well</li> <li>Need youth leaders for faith formation to lead discussions</li> <li>Exploring anti-racism education for younger students</li> </ul>
	<p><b>Expressions</b></p> <ul style="list-style-type: none"> <li>Working on creating a survey for interest in participating in worship</li> <li>Classical music series - may reconvene the sub-committee. Discussion about the possibility of using the Bucher Fund for concerts.</li> </ul>
	<p><b>Nurture</b></p> <ul style="list-style-type: none"> <li>CONCERN/NEED: Beginning in 2024, the Nurture Commission will have only one remaining member. Additional members are needed.</li> <li>Transgender Support: We continue our support of transgender individuals and their families through the TransParent Support Group and connections with the Embrace group of open and affirming churches in the area.</li> <li>Faith Markers: Pastor Pam presented Faith Marker books to the preK/K group last Sunday and will present to the grades 5&amp;6 groups next Sunday.</li> <li>John Pavlovitz Weekend Event, October 20-22, 2023: Planning continues, including possible partial funding and a book discussion group leading up to the weekend using Pavlovitz's title, <i>Stuff That Needs to Be Said: Essential Words on Life, Death, Faith, Politics, Love, and Giving a Damn.</i></li> <li>June 4 Council Meeting: We will share thoughts with the Council about the TransParent Support Group.</li> <li>Prime Time Seniors Ministry: A committee is working on plans for events for the 23-24 year.</li> <li>Focus on Online Attendees: We discussed possible outreach.</li> <li>Guess Who's Coming to Dinner: We are looking for a person or group to organize this event.</li> <li>Shepherding Groups: We discussed the concept of having "shepherds" within our church to look over "flocks" of one to four families so that everyone feels connected and no one falls through the cracks.</li> <li>Pastoral Liaison: When Pastor Pam retires, Pastor Jason will work with the Nurture Commission.</li> <li>Prime Time ministry for older adults. Committee has been meeting to set up programs and activities for the next year based on a survey sent out in the fall for interest and needs.</li> </ul>
	<p><b>Resources</b></p> <ul style="list-style-type: none"> <li>Resources continues to do whatever is needed as the HVAC project concludes. While we knew that most every room would need some work, until we got started we didn't anticipate how much work that really was and what it would cost. To be honest, we blew it when we didn't include all of this work in the building project. Our current Resources budget can't absorb \$100,000+ worth of upgrades that should have been part of that project. Nonetheless, we are where we are, and we're doing our best to continue making improvements.</li> </ul>

	<ul style="list-style-type: none"> <li>● After the first third of the year, we're \$30,000 over budget. If you extrapolate this over the full year, we'll be close to \$100,000 over budget, which is roughly what we had originally asked for. It could be higher than that. While I understand the rationale for trying to balance a budget, we do need to figure out where the money will come from. At this point we still have much to do, and it doesn't make sense to stop now when we have made so much progress. <ul style="list-style-type: none"> <li>○ This overage does not take into account our sanctuary heat and air system that is near its end of life. We're not sure when that will need attention.</li> <li>○ Nor does this overage include other projects that we'd like to accomplish, which include a shed rebuild or renovation, parking lot sealing with new striping, and a picnic pavilion.</li> </ul> </li> <li>● Proposed kitchen and fellowship hall renovation: This is yet another area we have neglected for many years in anticipation of a building project that never came to fruition. This request will be asking for separate funds aside from the Resources budget. <ul style="list-style-type: none"> <li>○ I realize the thought of all of this is overwhelming. It often keeps me awake at night. I'm not sure exactly how we fund all of this, I just know it's not fair to expect pretty serious renovations to be included in our normal operating budget.</li> <li>○ I know we're just coming off a project that didn't turn out as expected, and there is a thought we should wait and regroup. But I think we need to find a way to move forward. It doesn't make sense to leave things unfinished when we've come this far.</li> </ul> </li> <li>● I'd be glad to lead a tour of the building if anyone wants an up close view of what's been done and what's in the works. Most congregants just get a "first floor" view of things and don't realize the scope of what we still need to do.</li> </ul>
--	--

	<p><b>Resources Proposal for Kitchen Renovation (Exhibit)</b></p> <ul style="list-style-type: none"> <li>● The Resources Commission is presenting the estimated financial proposal for renovations that will include the Kitchen and Fellowship Hall spaces. Most of the work listed is long overdue for the age of the facility and daily use of the space. Our Commission would like to update the area and see it used by the Congregation for meals, fundraisers, and meeting space. We anticipate that the renovation will take 3 months, or less, to complete.</li> <li>● A conduit account has been set up to hold any donations specifically designated for the renovation. We are planning for meals as a means of fundraising along with educating the Congregation on the needed work. We hope to raise funds from within, as this was a congregational priority identified for the previous building project.</li> <li>● Resources has already started with the project by cleaning, removing unused items, and evaluating the needs in the kitchen. Restoration is anticipated to begin in late October. While we understand this will be another big and disruptive project, we want to plan, schedule, and execute a tight timeline to make this large project as painless as possible.</li> <li>● This will begin with informing our tenants that the space will be unavailable so they can plan accordingly for their programs. We also plan to trim costs whenever possible with utilizing our Congregational skilled help. Please begin thinking of people who may have the skills needed to help with this project.</li> <li>● <b>ACTION:</b> Resources requests that the Finance Committee utilize the Short-Term funds available in addition to any funds raised in the Kitchen/Fellowship Renovation Conduit fund to cover the cost of this Plan. Any additional funds raised, post renovation, will be directly sent back to Finance to replenish our Short-Term Funds. Resources also asks for the support of the Church Board to move forward with the much-needed renovation plan set forth by Resources. <ul style="list-style-type: none"> <li>○ Motion tabled pending conversation with Finance Committee and Building Committee.</li> </ul> </li> </ul>
--	--

	<p><b>Witness</b></p> <ul style="list-style-type: none"> <li>● Met with Andrew Mashas from Church World Service <ul style="list-style-type: none"> <li>○ He spoke to us about some of the initiatives that CWS is doing to promote more sponsorship of refugees from different types of communities, specifically Elizabethtown College.</li> <li>○ He shared a website: <a href="http://www.everycampusarefuge.net">www.everycampusarefuge.net</a>.</li> <li>○ He also shared that the EBIC church is considering sponsorship. He mentioned that several churches together could sponsor families with similar languages and create community for the families, but also coordinate the sponsor's efforts in the Resettlement. We will be looking at developing a relationship with those local churches that potentially may also be working with refugees.</li> </ul> </li> <li>● We are moving ahead with the forms to sponsor the Pierre family from Haiti.</li> </ul>
--	---

	<p><b>Deacons</b></p>
--	-----------------------

V.	<p><b>Reports from Pastors</b></p> <ul style="list-style-type: none"> <li>● Will be meeting with the Deacons to discuss ministry teams and how they are going.</li> </ul>	Pastors
----	---	---------

	<ul style="list-style-type: none"> <li>Pastoral care post-Pam: Jason and Naomi working together to address the needs along with Jim Beckwith, Judith Gible, and Rose Baer.</li> </ul>	
VI.	<p><b>Board Action I</b></p> <ul style="list-style-type: none"> <li>Consider a proposal to create a category of associate membership that could accommodate folks interested in being a part of our fellowship. <ul style="list-style-type: none"> <li>The Pastors have run up against some constitutional provisions that have not kept pace with the realities of modern congregational life. The issue of accommodating associate members is the most pressing need but there are other area in which the constitution either does not reflect our actual practices or could be modified to make our administrative processes more efficient.</li> </ul> </li> </ul> <p><b>MOTION:</b> The Leadership Teams moves that the board revise the category of associate membership to include those who may wish to maintain membership with another congregation. This motion further authorizes the Leadership Team to appoint an ad hoc study group to develop proposals for constitutional modifications.</p> <ul style="list-style-type: none"> <li>Motion approved unanimously.</li> </ul>	Board Chair
VII.	<p><b>Board Action II</b></p> <ul style="list-style-type: none"> <li>Consider a proposal to enter into a contract with Samaritan Counseling Group to engage their services for the purpose of administering a Needs Assessment Tool with the congregation. <ul style="list-style-type: none"> <li>Tool consists of a survey followed by analysis and application.</li> <li>The purpose of the process is to clearly reveal or define what we need in terms of program, staff and building improvements in order to move forward on our desired trajectory.</li> <li>Timeline is 2 to 4 weeks to submit and 2 weeks to return, likely begin in Sept.</li> <li>Process will be administered by David Miron.</li> <li>Contract is for \$3,200 - less \$400 from vouchers and \$500 from a donor. (\$2,300 net)</li> <li>There are follow-up services and tools available should we decide they are beneficial</li> <li>There may be some sentiment that we've done enough of this self-analysis but we are not the same congregation we were even a year ago.</li> <li>Rhonda Myers will act as facilitator and liaison for the congregation.</li> </ul> </li> </ul> <p><b>MOTION:</b> The Leadership Team moves that the board approve a proposal to enter into a contract with Samaritan Counseling Group to engage their services for the purpose of administering a Needs Assessment tool with the congregation.</p> <ul style="list-style-type: none"> <li>Motion approved unanimously.</li> </ul>	Board Chair
VIII.	<p><b>Board Action III</b></p> <ul style="list-style-type: none"> <li>Consider a proposal to call the Executive Committee into session for the purpose of examining the relevant parameters of hiring a part-tim interim congregational care pastor. <ul style="list-style-type: none"> <li>Volunteers are available through the summer, but need to address these needs for the foreseeable future.</li> </ul> </li> </ul> <p><b>MOTION:</b> The Leadership team moves that the board call the Executive Committee into session for the purpose of examining the relevant parameters of hiring a part-time interim congregational care pastor.</p> <ul style="list-style-type: none"> <li>Motion approved unanimously.</li> </ul>	Board Chair
IX.	<p><b>Next Meetings</b></p> <ul style="list-style-type: none"> <li>Board Meeting: Monday, August 14, 6:45 pm</li> </ul>	
X.	<p><b>Word of Closure &amp; Adjournment</b></p> <ul style="list-style-type: none"> <li>Meeting adjourned at 9:05 pm</li> </ul>	Board Chair

Respectfully submitted,  
Alyssa Cross (Clerk)  
June 12, 2023