

**Elizabethtown Church of the Brethren
Church Board Minutes**

December 10, 2018 6:45 PM Discovery Room (101)

In Attendance: Barbara Ellis, Frank Rhodes, Kathy Nornhold, Nancy Hivner (Chair), Kevin Engle, Pat Dennehy, Pastor Josh Tindall, Pastor Greg Laszakovits, Pastor Jason Haldeman, Rhonda Myers, Peggy McFarland, Pastor Pam Reist, Dick Keeseey, Carroll Kreider (Moderator), Peg Over, John Over, Alyssa Cross (Clerk)

Guests: Joe Detrick, Jim Hollinger

I.	Welcome and Recognition of Guests	
II.	Approval of Minutes <ul style="list-style-type: none"> ● November 5 - Approved as submitted. 	
III.	Devotions <ul style="list-style-type: none"> ● Continuation on our series of Exponential Love ● How we can receive God's love (doing vs. receiving) ● Think about one place in your life where you feel God's love ● "How bold one gets when one is sure of being loved" - Sigmund Freud 	Pastor Greg
IV.	Approval of Pastor Housing Allowance for 2019 <ul style="list-style-type: none"> ● Each year we must approve the \$30,000 IRS housing allowance for the pastors. The IRS requires (by way of a vote included in the board minutes) proof of board approval for the \$30,000 housing allowance for IRS reporting purposes. It is required to be voted on and included in the minutes every year with a copy of those minutes sent to HSI for record keeping. ● Please note - this \$30,000 is for IRS tax purposes and does not change the pastors' (Greg, Pam, Josh and Jason) salaries (\$12,000 housing allowance) we approved at the November board meeting and the fall council. ● Action: To recommend that the IRS housing allowance for 2018 be \$30,000 each for Pastors Greg, Pam, Josh, and Jason. <ul style="list-style-type: none"> ○ Approved 	
V.	Recommendation from Human Resources <ul style="list-style-type: none"> ● In light of the extra effort required by Elizabeth Tindall during the Sabbath Rest of the Pastor for Music Ministries, Human Resources is recommending an end of the year extra monetary gift to her in the amount of \$300." There are unused funds in the line items for pulpit and organist supply (\$600). <ul style="list-style-type: none"> ○ Approved \$600 for Elizabeth (served 12 weeks) 	
VI.	Board Chair Updates <ul style="list-style-type: none"> ● Letter from Christ Church UCC ● Request from Gifts Discernment Committee to draft a one-page summary for people considering serving on commissions that outlines what a member of the commission or committee would be. This would be in addition to the Handbook. <ul style="list-style-type: none"> ○ Action Item - Commission Chairs to update the Handbook and draft a one-page job description by March 1. ● Bulletin Board - engage in the dreaming for uses in the new spaces ● Campaign - positive feedback from the team so far. Look forward to the January 13 Campaign Kickoff ● RSVP for the January 12 Retreat ● Fall Council Reports were very well done 	
VII.	Future Ministry Investment	Jim Hollinger, Guest

- *This capital campaign is an opportunity to expand our ministry through an improved, more efficient building and through the development of new ministries appropriate to the theology and mission of this congregation. Let's maximize this opportunity to build for and minister to the communities we serve as the Body of Christ in this place. Let us build for the Glory of God and our neighbors' good. My hope is that we end up with a newly renovated building ready for us to worship, better house our mission partners (Child Care and Nursery School), and expand mission and ministry beyond the walls of this building. To do that, we need sufficient financial resources to expand and/or take on any new ministries, i.e., live up to the potential provided by the new facilities. How can we make that happen?*
 - Board will explore this idea further and think about how we can invest in a bold ministry that is aligned with our values and help define our future
 - **Action Item** - Nancy to further discuss with the leadership team and think about how to incorporate this into the retreat

VIII.

Treasurer's Report

1. Review of Income Statement as of 11/30/2018

Through eleven months of the year operating results continue to be very positive, with revenues exceeding disbursements by \$56,785, which compares to the deficit of \$33,873 we had a year ago at 11/30/2017. Revenue to date at the end of November is over budget by \$6,207 (\$746,276 received versus \$740,069 budgeted). Revenue is \$111,601 ahead of where we were a year ago, which puts our operating finances in great position heading into the final month of the year. Regular offerings, at \$696,652, exceed the budgeted offerings, including challenge, of \$670,769 by \$25,883, and are \$104,613 above last year's amount of \$592,039. Actual offerings will surpass budgeted offerings for the year. A month by month summary of offerings is provided in the graph entitled "ECOB 2018". A 5 year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled "ECOB YTD 11/30 COMPARISON."

Disbursements through eleven months in 2018 are less than budget by \$50,578 (\$689,491 actual spending versus \$740,069 budgeted spending) and \$20,943 more than last year. With the exception of Administration, spending is below budget across all major expense categories. Spending is up in most categories and down in a few others compared to last year's amounts. The biggest increase in spending is in Ministry Salaries and Benefits. Also, please note that \$95,873 has been spent on the building project thus far in 2018 outside of the general budget.

Overall, as of 11/30/2018 we have a very strong net gain position of \$56,785, with income up significantly more so than expenses from a year ago.

2. Cash Position and Long-term Investments with the BFI

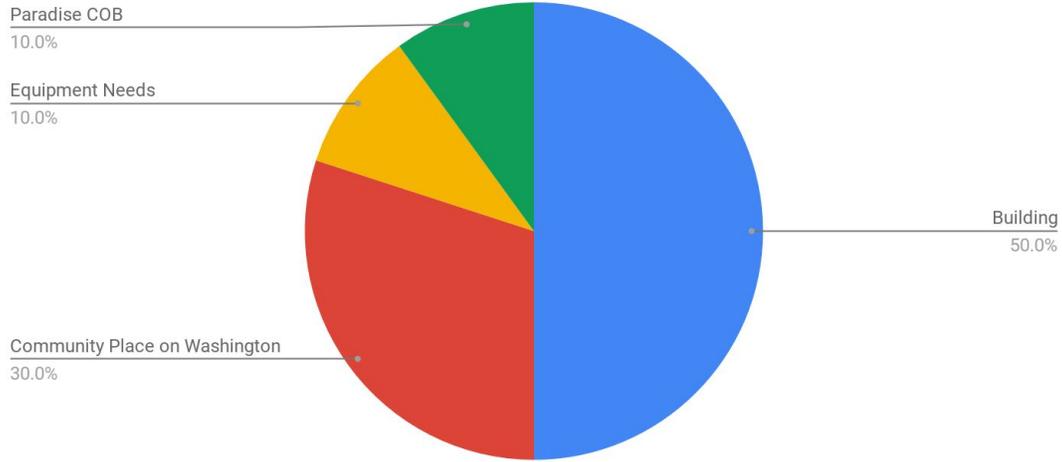
Our cash position at 11/30/2018 is \$123,721.72 (\$24,501.04 checking, \$99,220.68 money market). This compares to our cash position a year ago of \$100,636.53. The amount in the MMF normally approximates our accumulated surplus as of 12/31/2017. We moved \$15,000 from the MMF to checking in November. Cash flow will improve in December and we will transfer funds back to the MMF at that time.

The market value of all long-term memorial funds invested with the Brethren Foundation as of 11/30/2018 was \$2,255,948, which is down \$33,495 from the beginning of the year market value of \$2,289,443, reflecting a \$10,000 contribution from the Breneman Estate and \$10,214 from the Alma Espenshade Estate (split \$10,107 to the Facilities Fund and \$10,107 to the O&M Fund), and an investment loss, net of expenses, of \$53,709 (a total investment return for the year of approximately -2.4%). Investment results were up slightly in November, with an approximate return of +0.6% for the month. As of 11/30/2018 our portfolio was invested 82.3% in a balanced fund

(60% domestic stock fund, 40% bond fund) and 17.7% in a bond fund, resulting in an overall approximate portfolio mix of 50% domestic stock fund and 50% bond fund.

IX. Surplus Fund Discussion

2018 Surplus



Building	50%
Community Place on Washington	30%
Equipment Needs	10%
Paradise COB	10%

X. Reflections on 2018 Successes

- Reconfirming our openness to all in our statement to the denomination
- Moving forward with the live streaming
- The financial numbers were good
- The great faithful work of the Building Committee
- The way this congregation moves together - sense of community - even though not all of one mind
- National Youth Conference
- The spring council meeting
- Beginning a new 20s and 30s Something Sunday School Class that is thriving and growing
- More people involved in our music program
- Congregational support for witness and outreach - needs are met
- The number of times our congregation has been referenced in publications

XI. Recommendations for 2019 Areas of Focus

- What should we **keep doing, stop doing, start doing**
 - **Action Item:** Email ideas to Nancy and/or be prepared to discuss this at the Board Retreat in January

XII. Commission Reports

Christian Ed Commission

- We are making plans for the elective series in January
- We continue to struggle finding space for all of our adult classes

	<ul style="list-style-type: none"> ● BLAZE area on the stage was cleaned on Dec. 2
	<p>Expressions Commission</p>
	<p>Nurture Commission</p> <ul style="list-style-type: none"> ● On Saturday, October 13, the Women's Spirituality Retreat was held at Brethren Village. Sandy Garman hosted a day on Hospitality. It was well attended. ● On Sunday, October 28, the Golden Age Dinner took place in Fellowship Hall with over 85 Golden Agers in attendance. Joe Detrick and his brother, Ralph, presented a variety of folk, religious, fun, sing-a-long music. Thanks to Joe and Ralph for the fun entertainment, Lucy and Duane Hernley for the delicious food, Barb Shaw for the lovely table arrangements, and the Youth for helping to serve and clean up. ● On Sunday, December 16, the annual Chili Supper and Christmas Caroling event will take place. All are encouraged to attend!
	<p>Resources Commission</p> <ul style="list-style-type: none"> ● We are working to resolve issues with Ames Janitorial Service. We met with them on 12/4 and hope that this meeting will result in an immediate improved level of service. We are looking at other options for getting the building cleaned, including the possibility of hiring a full-time cleaning person. We are certain that whatever option we ultimately choose it will cost more than the \$26,490 we have budgeted for janitorial service in 2019. ● We hope to have more definite information on the classroom trailer to present Monday evening. ● Resources has funds available in their 2019 Capital Budget which could cover the cost of a new projector. We believe that a new projector to replace the one, recently repaired, in the sanctuary would provide a better worship experience and that the projector currently used in the sanctuary could be used in another area in our renovated and expanded building. We realize that purchase of a new projector is not a Resources decision, but we would like to facilitate making it happen. ● Board approves the purchase of a new projector and it will be installed in a way that will enhance visibility. <ul style="list-style-type: none"> ○ Action Item: Expressions (Josh) to move forward with the purchase.
	<p>Witness Commission</p> <ul style="list-style-type: none"> ● Nothing new to report for Witness since the Council meeting. ● We will be meeting on Wednesday December 12th for our monthly meeting and to recommend O&M disbursements for the end of the year. These recommendations will have to be approved by the board via email following our witness meeting.
XIII.	<p>Deacon's Report</p> <ul style="list-style-type: none"> ● Since reporting at length for Church Council in November, we have nothing to report other than continuing with our weekly ministries: <ul style="list-style-type: none"> ○ visitation in the hospitals, retirement homes, and community ○ greeting at the doors on Sunday mornings ○ providing transportation as needed ○ administering the Benevolence Fund
XIV.	<p>Pastors' Reports</p> <ul style="list-style-type: none"> ● The Worship Process <ul style="list-style-type: none"> ○ Continually changing and looking to improve
XV.	<p>Next Meeting</p> <ul style="list-style-type: none"> ● 01/12/19 Church Board Retreat Wallick O'Connor House, Mount Joy <ul style="list-style-type: none"> ○ This facility is owned by the Sheetz Funeral Home and is located at the rear of their property. ○ Coffee and snacks at 8:30 a.m., meeting will begin at 9:00 a.m.

XVI.	Adjournment
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Respectfully submitted,
Alyssa Cross, Church Clerk
December 18, 2018