

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

April 13, 2020 6:45 PM via Zoom

In Attendance: Amy Karr, George Snavely, Vida Snavely, Pastor Jason Haldeman, Joe Detrick (Moderator), Frank Rhodes, Paula Burke (Chair), Karen Ungemach, Carroll Kreider, Glenn Book, Jordan Eberhart, Kathy Nornhold, Pastor Pam Reist, Beth DeGoede, Pastor Greg Laszakovits, Pastor Josh Tindall, Duane Hernley, Alyssa Cross (Clerk)

I.	<p>Gathering Prayer (Pastor Greg)</p> <ul style="list-style-type: none"> ● “New Normal” - Consider the example of Disciples reacting to their new normal. They don’t know what to do and go back to what they’ve always known (fishing). Jesus breaks into their lives again and they start to wrap their heads around it and launch in a new direction. ● Life throws things at us. With Jesus, we’re able to take what life throws at us and move forward; even if we don’t figure it out the first time.
II.	<p>Discussion and Approval of 03/09/2020 Minutes</p> <ul style="list-style-type: none"> ● Approved as submitted.
III.	<p>Email Vote in Favor of Distribution of \$1,000 to ECHOS</p> <ul style="list-style-type: none"> ● In these trying times, we would like to help our community where it is needed most. Witness is recommending that we donate \$1,000 from the O&M fund to ECHOS. Everence has agreed to match our donation. Please approve via email. <ul style="list-style-type: none"> ○ ECHOS is still operating! The winter shelter will be closing on April 3 and they ask for a hedge of protection around the shelter, a "teflon bubble" around each guest and volunteer, wisdom and discernment for leadership and stamina for staff. They will need financial contributions from the community to help people with housing, utilities, and gas. They are expecting the need to greatly increase with people out of work because of the pandemic. ● Board approved via email (03/30/2020 - 03/31/2020)
IV.	<p>Treasurer’s Report</p> <p>1. Review of Income Statement as of 03/31/2020</p> <p>After three months, operating results are negative, with disbursements exceeding revenues by \$34,426. Revenue to date at the end of March is under budget by \$61,857 (\$166,219 received versus \$228,076 budgeted). Revenue is \$50,646 behind where we were a year ago. Regular offerings, at \$147,434, fell short of the budgeted offerings of \$200,826 by \$53,392, and are \$54,638 below last year’s amount of \$202,072. A month by month summary of offerings is provided in the graph entitled “ECOB 2020”. A 5-year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled “ECOB YTD 3/31 COMPARISON.” March offerings were obviously impacted by Covid-19. Giving on 3/15 and 3/22 were very minimal. One bit of positive news was that giving for the last Sunday of March was strong.</p> <p>Disbursements after three months are under budget by \$27,431 (\$200,645 actual spending versus \$228,076 budgeted spending) and \$16,220 less than last year. Most notably, Resources spending is well under budget and significantly less than last year.</p> <p>Overall, as of 3/31/2020 we are in a net operating loss position of \$34,426, with both income and expenses under budget, but income much less than a year ago.</p> <p>2. Cash Position and Long-term Investments with the BFI</p> <p>Our cash position at 3/31/2020 is \$1,243,086. This compares to our cash position a year ago of \$159,348. The large increase in cash is primarily due to Capital Campaign contributions. Just over \$1,079,000 of this cash is invested in a money market fund.</p> <p>Contributions to the building project at 3/31/2020 totaled \$1,208,579 (\$65,296 in 2020). Non-operating budget building project costs to date are \$133,305 (\$6,175 in 2020).</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 3/31/2020 was \$2,340,947, which is down \$130,519 from the beginning of the year market value of \$2,471,466, reflecting an investment loss, net of expenses, of \$130,519 (a total investment return for the year of</p>

	<p>approximately -5.3%). The investment return for March was -4.1%. As of 3/31/2020 our portfolio was invested \$1,306,781 (56%) in a Short-term investment fund and \$1,034,166 (44%) in a balanced fund (60% domestic stock fund, 40% bond fund).</p> <ul style="list-style-type: none"> ● Group discussion on SBA Paycheck Protection Program loan application through BB&T <ul style="list-style-type: none"> ○ Urgency needed if interested in pursuing this option. Loans are limited and funds are available on a first-come-first-serve basis. ○ Hollinger assisted in submitting the district application. ○ Cautious to accept funds from the government (church/state separation) ○ The intent of the SBA loan is to assist with payroll. Feels disingenuous to apply for this loan if we are not struggling to meet payroll. We have cash on hand and investments. Loan funds must be documented to go towards payroll and utilities. ○ Finance will be taking a deeper dive to review the issues with giving. Historically, the congregation has been able to pull through and meet challenges. ○ With no strong consensus on submitting an application immediately, the conversation will be tabled until next month.
V.	<p>Finance Committee: Request for Broad Communication to Church</p> <ul style="list-style-type: none"> ● The leadership team is working on drafting language for an email going out on Friday to let the congregation know where things stand currently financially. It will communicate that offerings have been down and that there are new ways to give.
VI.	<p>Resources Committee: Request from Tenants for Rent Relief</p> <ul style="list-style-type: none"> ● Rent has been deferred for the time being for ECCC and ECNS. They are not using the building currently. These groups may be applying for the SBA loans, with the hope that they will be in a position to pay rent.
VII.	<p>Building Committee Update</p> <ul style="list-style-type: none"> ● Architect, Greenfield Architects, and site engineering services, DC Gohn Associates, continue to work on the proposed expansion. ● A variance request (mostly related to the parking situation) has been submitted to the Borough office Anticipating review at the May 5 Borough Zoning Hearing Board. ● VP of Finance and Strategy from Etown College has also signed on to the concept of sharing the space where the Bowers Writers House is located. Nothing official has been decided on how that might be arranged.
VIII.	<p>Pastoral Reports</p> <ul style="list-style-type: none"> ● Jason <ul style="list-style-type: none"> ○ Finding ways to connect. <ul style="list-style-type: none"> ■ Utilizing Zoom for Jr and Sr High Sunday School classes to meet. ■ Trying to commit to doing a Sunday School Zoom session at 9:15 each week. ■ Reached out to Shine and Blaze families with a video from teachers. ■ John David will be leading a Bible study on Thursday afternoons. ■ Some small groups are finding ways to meet through Zoom. ○ VBS - scheduled for July currently if we are able to have that happen. ● Greg <ul style="list-style-type: none"> ○ Much has happened over the past month. Feel fortunate and grateful to work with this team and with this congregation - feeling empowered to make decisions and problem solve. Kudos to the entire team for adapting and excelling. ○ Reaching 1,000 views per worship service now. Entire congregations have joined in worshipping with us. This is in large part due to the fact that we had already laid the groundwork for online worship and live-streaming. ○ Encouraged the group to share about the live-streaming. Opportunity to introduce people to who we are in a non-threatening manner. ● Pam

	<ul style="list-style-type: none"> ○ Have a list of 21 people that do not have email or internet capability. Deacon's are keeping these folks informed and connected. ○ All kinds of groups are connecting via Zoom. Continuing with phone calls and reaching out to many. ○ The office staff has been working remotely and incredibly well. Lots of work on making the transition from CCB to Breeze platform. ● Josh <ul style="list-style-type: none"> ○ Appreciation for the great team that comes together to make worship happen. Lots of time is being spent on learning new technologies. ○ Friday concert series is going on.
IX.	Commission Reports
	<p>Christian Ed Commission</p> <ul style="list-style-type: none"> ● We need a replacement for nursery coordinator ● We are working to add programming for BLAZE and SHINE through videos and possible Zoom meetings for BLAZE ● Jr. and Sr. High are meeting regularly through Zoom ● We are offering at least 1 adult Sunday School Zoom meeting per week ● Tentative VBS dates: July 21-24
	<p>Expressions Commission</p> <ul style="list-style-type: none"> ● No report.
	<p>Nurture Commission</p> <ul style="list-style-type: none"> ● The Nurture Commission is working on getting Faith Markers ready for senior high graduates on May 10, Blessing of the Children (preschoolers) on May 17, and fifth graders on June 7.
	<p>Resources Commission</p> <ul style="list-style-type: none"> ● Resources has agreed to defer ECCC and ECNS monthly rents until things start to return to normal ● The new cleaning company has been delayed until needed ● Minimal repairs are being done at this time ● Looking at possibly changing the heat/cooling cycle to help save money at this time.
	<p>Witness Commission</p> <ul style="list-style-type: none"> ● Refer to item III: ECHOS donation ● Immigration Fund conduit: Paying rent for 4 undocumented immigrants.
	<p>Deacon's Report</p> <p>As I assume you all are aware, a large part of the deacon ministry is weekly visitation. Each Sunday, a team of deacons is assigned to visit in the hospitals (or in the community if no one is in the hospital), a team of deacons is assigned to visit in a retirement home, and a team of Lay Visitors (non-deacons who have agreed to join the visitation ministry) is assigned a visit/s in the community.</p> <p>Realizing these person-to-person visits could not take place currently, on March 27, I sent a list compiled from our Visitation Ministry book and the Church Directory (checked and added to by Sandy and Pastor Pam) to all deacons and lay visitors. On that list are 66 individuals/couples that we agreed would benefit greatly from a weekly (or so) contact during this "time like no other," -- by a call, a message, a text, an email, or a note. I asked those participating to respond when the contacts are made, with any special comments/needs, etc.</p> <p>It's exciting to report this morning (Friday) that all on the list have been contacted in some manner at least once -- many more than once -- and that of those reported, there are now a total of 92 contacts. Of course, I realize not all the contacts have been reported, and I know many more who are not on the list are also hearing not only from the deacons/lay visitors but also from other members of our congregation, like you Board members-- thank you! It's a joy to hear the voices/comments of those we are missing so much at this time, and their appreciation is great.</p> <p>Stay safe, stay well, and know our thoughts and love come out to all of you.</p> <p>-Vida Sue & George</p>

	<ul style="list-style-type: none"> ● Additional ways we can engage people? Keeping in mind those without an internet connection. Brainstormed ideas such as sending out DVDs and portable DVD players that don't rely on a connection. ● Keep Benevolence Fund in mind for the needs of the congregation or the community.
X.	<p>Next Meeting</p> <ul style="list-style-type: none"> ● 05/11/20 - Board Meeting ● 05/31/20 - Church Council Meeting
XI.	<p>Closing Prayer (Pastor Pam) Meeting concluded at 8:25 pm.</p>

Respectfully submitted,
Alyssa Cross (Clerk)
April 13, 2020