

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

**May 13, 2019 6:45 PM Fellowship Hall**

**In Attendance:** Nancy Hivner (Chair), Vida Snavely, Peg Over, Joe Detrick (Moderator), Pastor Jason Haldeman, Dick Keeseey, Robert Hoffer, Duane Hernley, Frank Rhodes, Brittany Hoeschele, Pastor Greg Laszakovits, Mandy Hileman, Paula Knudsen Burke (Chair Elect), Pastor Josh Tindall, Karen Ungemach, Rhonda Myers, Alyssa Cross (Clerk)

**Building Improvements Committee:** Barry Garman, Lisa Clemens, Jim Hoffer, Mike Bierbower

**Capital Campaign Committee:** Donna Hollinger, Don Kraybill

I.	<b>Welcome and Recognition of Guests</b>			
II.	<b>Approval of Minutes</b>			
	<ul style="list-style-type: none"> <li>• April 8 - approved as submitted</li> </ul>			
III.	<b>Action Item Update &amp; Review</b>			
	<b>Meeting</b>	<b>Action Item</b>	<b>Assigned To</b>	<b>Status</b>
	06/04/2018	Coordinate discussions with Elizabethtown College regarding shared parking arrangements	Dick	Letter sent on April 25. No response at this time. Will follow up if no response by early June.
	02/11/2019	Small Groups for Sharing	Nurture, Pastor Jason	Ongoing. Carry forward. (review quarterly)
	02/11/2019	Expand Children/Youth Programs: Date Night	Pastor Jason	Date Night scheduled for June 21. (review quarterly)
	02/11/2019	Review allocation of time to denomination - includes staff time, attendance at Annual Conference.	Leadership Team	Ongoing.
	03/11/2019	Draft a one-page commission job description	Christian Ed commission	Carry forward.
	04/08/2019	Invite the congregation to participate in the rank prioritization of areas of focus for the building project.	Nancy	Completed.
IV.	<b>Devotions, Pastor Greg</b>			
	<ul style="list-style-type: none"> <li>• Acts 4:32 The Believers Share Their Possessions</li> <li>• Special, beautiful things can happen when we all pull together for a common purpose</li> </ul>			
V.	<b>Report from Capital Campaign Co-Chairs</b>			
	<ul style="list-style-type: none"> <li>• Reflections on the capital campaign process</li> <li>• Stories from conversations with congregants</li> </ul>			
VI.	<b>Report from Building Committee</b>			
	<ul style="list-style-type: none"> <li>• Reviewed a preliminary new scheme keeping in mind the anticipated results of the capital campaign</li> </ul>			

	<ul style="list-style-type: none"> <li>○ Reduce cost</li> <li>○ Reduce footprint</li> <li>○ Prioritize having a first floor multi-purpose space, increased gathering space, more classroom spaces</li> </ul>
VII.	<p><b>Board Chair Updates</b></p> <ul style="list-style-type: none"> <li>● ANE COB Stewardship letter <ul style="list-style-type: none"> <li>○ Already support monthly and in our budget, not looking to do more at this time</li> </ul> </li> <li>● Board Retreat Activity Results <ul style="list-style-type: none"> <li>○ For commission chairs to keep in mind at meetings as worthwhile work</li> </ul> </li> <li>● Revised Sick Leave Policy <ul style="list-style-type: none"> <li>○ Employees are entitled to 12 sick days per year (one day per month to prorate an employee who starts mid-year) and may accumulate an unlimited number of unused sick days.</li> <li>○ Our rationale and procedure: <ul style="list-style-type: none"> <li>○ Twelve days a year (or one day per month) is generous as well as it is easy to calculate.</li> <li>○ Accumulating unused sick days without limitation is an incentive to go to work. Upon leaving the position, an employee received 60% pay rate for each day accumulated.</li> <li>○ Accumulating unused sick days is a form of "short-term disability" leave.</li> <li>○ Judith will work at editing the Employee Handbook to make these changes if approved.</li> </ul> </li> </ul> </li> <li>● ANE District Relationship <ul style="list-style-type: none"> <li>○ District-wide meeting (district and denomination leadership, along with congregational moderators, board chairs, and pastors) coming up in about 2 weeks to come up with a plan for a way forward</li> </ul> </li> </ul>
VIII.	<p><b>Report from the Pastors</b></p> <ul style="list-style-type: none"> <li>● Growth <ul style="list-style-type: none"> <li>○ 22 in the Inquirers Class - even larger than originally thought</li> <li>○ Classroom room switch has taken place - has had cascading benefits to other classes</li> <li>○ 20's/30's class is thriving</li> <li>○ Added a second Shine class (preschool)</li> <li>○ Strong volunteer participation across the choral groups this season</li> <li>○ Added 10 choir members - majority are newer members/attendees</li> <li>○ Sound team has grown by 4-5 members - Updates have been made to the sound system</li> <li>○ Bell Choir has a need for new members - new recruitment endeavor taking place</li> </ul> </li> <li>● Pastor Pam is continuing education at the Festival of Homiletics in Minneapolis this week</li> <li>● Pastor Greg just finished a program from Cornell on executive leadership</li> </ul>
IX.	<p><b>Treasurer's Report</b></p> <p><b>1. Review of Income Statement as of 04/30/2019</b></p> <p>Through four months of the year, operating results are in very good shape, with revenues exceeding disbursements by \$10,045. Last year at this time we were in a similar positive income position of \$9,640. Revenue to date at the end of April is over budget by \$4,440 (\$292,148 received versus \$287,708 budgeted). Revenue is \$28,571 ahead of where we were a year ago. Regular offerings, at \$271,793, exceed the budgeted offerings of \$259,375 by \$12,418, and are \$28,571 above last year's amount of \$243,222. A month by month summary of offerings is provided in the graph entitled "ECOB 2019". A 5 year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled "ECOB YTD 4/30 COMPARISON." We're in a relatively better position thus far than in any of the 4 previous years.</p> <p>Disbursements through four months in 2019 are less than budget by \$5,604 (\$282,104 actual spending versus \$287,708 budgeted spending) and \$31,785 more than last year. Spending is over</p>

	<p>budget in 2 categories: Expressions, Resources. The main reason for the big increase in spending compared to last year is in Resources for janitorial services and the new classroom trailer.</p> <p>Overall, as of 4/30/2019 we have a solid net gain position of \$10,045, with income up more than expenses from a year ago.</p> <p><b>2. Cash Position and Long-term Investments with the BFI</b></p> <p>Our cash position at 4/30/2019 is \$339,737. This compares to our cash position a year ago of \$162,522. The large increase in cash is primarily due to Capital Campaign contributions. Just over \$314,000 of this cash is invested in a money market fund.</p> <p>Contributions to the building conduit at 4/30/2019 totaled \$250,312 (\$231,034 so far this year). Total expenses to date have been \$156,404 (\$30,827 paid out of 2017 Resources budget, \$26,549 paid from 2018 surplus funds).</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 4/30/2019 was \$2,366,059, which is up \$250,624 from the beginning of the year market value of \$2,115,435, reflecting an investment gain, net of expenses, of \$250,624 (a total investment return for the year of approximately 11.8%). Investment results were up in April, with an approximate return of +2.1% for the month. As of 4/30/2019 our portfolio was invested 82.2% in a balanced fund (60% domestic stock fund, 40% bond fund) and 17.8% in a bond fund, resulting in an overall approximate portfolio mix of 50% domestic stock fund and 50% bond fund.</p>
X.	<b>Commission Reports</b>
	<p><b>Christian Ed Commission</b></p> <ul style="list-style-type: none"> <li>● Thankful for the portable classroom &amp; classroom changes</li> <li>● Teacher appreciation will be May 19th</li> <li>● Looking for new volunteers to help in Sunday School &amp; VBS</li> <li>● VBS dates will be August 13-16</li> </ul>
	<p><b>Expressions Commission</b></p> <ul style="list-style-type: none"> <li>● Amy Yovanovich concert yesterday</li> <li>● Coming up: Saturday, June 15 Youth Choral Group concert</li> </ul>
	<p><b>Nurture Commission</b></p> <ul style="list-style-type: none"> <li>● The Taize-style, Lenten worship went well. It was a small crowd, 25-30 people per night, but those who attended thought it was very meaningful. Nurture discussed what could change next year, possibly move it to a week night instead of a Sunday evening.</li> <li>● The Easter Egg Hunt was a lot of fun!</li> <li>● Graduating high school seniors will have a pizza lunch with the senior high youth and teachers/advisors on May 19 following church.</li> <li>● Father's Day weekend at Camp Swatara - there are still some cabins available. See Pastor Jason if interested.</li> <li>● Date Night is planned for Friday, June 21 at the church. For parents of children age 6-weeks through 5th grade. Interested parents need to sign up.</li> </ul>
	<p><b>Resources Commission</b></p> <ul style="list-style-type: none"> <li>● TCW-GAV will be installing upgraded Wireless Access Points in our building to enhance the strength of the wireless signal throughout the building and get the monitor in Memorial Lobby fully functioning again.</li> <li>● All computers in the church office will be upgraded to Windows 10. Crystal's and Pam's computers will be replaced.</li> </ul>

	<ul style="list-style-type: none"> <li>• We are still gathering information prior to making a decision on purchasing a new dishwasher. The leaking supplemental water heater for the dishwasher has been replaced.</li> <li>• Resources strongly supports the formation of a Tech Team to take over responsibility for computer systems and possibly sound/video equipment.</li> </ul>
	<p><b>Witness Commission</b></p> <ul style="list-style-type: none"> <li>• Community Cupboard (food bank) Collection is ongoing for the month of May.</li> <li>• CROP table has begun May through mid October.</li> <li>• #250 Bucket Challenge - Collection of buckets and monetary donations has been completed. <ul style="list-style-type: none"> <li>○ About 90 buckets were filled and returned.</li> <li>○ Items for remaining buckets will be ordered in bulk for bucket assembly after church on Sunday, June 2nd.</li> <li>○ Buckets will be transported/delivered on June 6th. We have met the challenge and will be challenging at least 3 other churches!</li> </ul> </li> </ul>
	<p><b>Deacon's Report</b></p> <ul style="list-style-type: none"> <li>• Have continued our weekly schedule of greeting at the doors on Sunday morning; visiting in hospitals, retirement homes, and community; responding to benevolence requests; and providing transportation when needed by members.</li> <li>• February 26 – Prepared and served a meal following the funeral service for Rudy Erb.</li> <li>• April 16 – Baked communion bread in preparation for Spring Love Feast.</li> <li>• April 18 – Organized, prepared, and oversaw the meal, foot/hand washing service, and communion at Spring Love Feast. Ninety-nine were in attendance.</li> </ul>
XI.	<p><b>Upcoming Meetings</b></p> <ul style="list-style-type: none"> <li>• 06/10/2019   June Board Meeting</li> <li>• 06/23/2019   Spring Council Meeting</li> </ul>
XII.	<p><b>Adjournment</b></p>

Respectfully submitted,  
Alyssa Cross, Church Clerk  
June 3, 2019