

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

December 14, 2020 6:45 PM via Zoom

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

I.	<p>Opening Prayer Pastor Greg</p> <ul style="list-style-type: none"> ● Advent was full of problems yet somehow those issues get turned into beautiful opportunities ● As we encounter problems, practice a mind shift in thinking about them as opportunities
II.	<p>Discussion and Approval of 11/02/2020 Minutes</p> <ul style="list-style-type: none"> ● Minutes approved as submitted.
III.	<p>Review of Executive Committee Actions</p> <ul style="list-style-type: none"> ● Action Item: Affirmation of appointments to Human Resources Committee <ul style="list-style-type: none"> ○ Rhonda Myers was affirmed via email. ○ Bekah Miller, who has worked in the HR field for 4 years, has agreed to serve. She will join Ben Hoover, Kurt DeGoede, and Rhonda Myers in 2021. Bekah Miller affirmed unanimously. ● Searching for one more person for Finance. ● Search for Chair-elect on pause until January.
IV.	<p>Review of email vote on Pastoral Housing</p> <ul style="list-style-type: none"> ● Each year we must approve the \$30,000 IRS housing allowance for the pastors. The IRS requires proof of board approval (by way of a vote included in the board minutes) 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) which we approved at the November board meeting and the fall council. ● Action Item: To recommend that the IRS housing allowance for 2021 be \$30,000 each for Pastors Greg, Pam, Josh, and Jason. <ul style="list-style-type: none"> ○ Votes submitted via email and affirmed unanimously.
V.	<p>Treasurer's Report Frank</p> <p>1. Review of Income Statement as of 11/30/2020</p> <p>After eleven months, operating results continue to be negative, with disbursements exceeding revenues by \$17,003 (at the end of last month the net position was a negative \$22,022). Revenue to date at the end of November is under budget by \$142,166 (\$694,112 received versus \$836,278 budgeted). Revenue is \$60,275 behind where we were a year ago. Regular offerings, at \$627,068, fell short of the budgeted offerings of \$736,361 by \$109,293, and are \$68,470 below last year's amount of \$695,538 (giving is 10% behind last year). A month by month summary of offerings is provided in the graph entitled "ECOB 2020". Note that every month this year giving has been below budget, except for May, which was our largest historical giving month at \$129,908. November 2020 giving (\$59,224) was below budget, and was much less than November 2019 giving (\$69,075), but it was the second-highest giving month this year. A 5-year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled "ECOB YTD 11/30 COMPARISON." This is our largest historical giving deficit at this point in the year.</p> <p>Disbursements after eleven months are under budget by \$125,163 (\$711,115 actual spending versus \$836,278 budgeted spending) and \$73,437 less than last year. Most notably, Resource spending is well under budget and \$65,003 less than last year.</p> <p>Overall, as of 11/30/2020, we are in a net operating loss position of \$17,003, with income and expenses well under budget and much less than a year ago. Last year at this time we were in a net loss position of</p>

	<p>\$30,165. Giving in December is usually very strong, but there is a lot of uncertainty this year given the pandemic.</p> <p>2. Cash Position, Building Project, and LT Investments at BFI</p> <p>Our cash position at 11/30/2020 is \$1,455,893. This compares to our cash position a year ago of \$547,911. The large increase in cash is primarily due to Capital Campaign contributions. Just over \$1,231,000 of this cash is invested in a money market fund.</p> <p>Contributions to the building project at 11/30/2020 totaled \$1,529,760 (\$386,477 in 2020, \$83,898 in November). Total 2019 contributions through November were \$535,931. Non-operating budget building project costs to date are \$297,105 (\$169,975 in 2020).</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 11/30/2020 was \$2,625,642, which is up by \$154,176 from the beginning of the year market value of \$2,471,466, reflecting an investment gain, net of expenses, of \$154,176 (a total investment return for the year of approximately 6.2%). The investment return for November was 3.2%. As of 11/30/2020 our portfolio was invested \$1,306,234 (50%) in a Short-term investment fund and \$1,319,408 (50%) in a balanced fund (60% domestic stock fund, 40% bond fund).</p>
VI.	<p>Recommendation from Finance Committee Frank</p> <ul style="list-style-type: none"> ● Action item: The annual 4% transfers out of the O&M Fund and O'Donnell Music Ministries Fund (BFI funds) will be based on the beginning of the year market value of those funds that are invested in the balanced fund only, not the total fund which includes funds set aside by church council for potential use for the building project per the November 2019 council meeting. <ul style="list-style-type: none"> ○ Glenn Book seconded the recommendation. Recommendation approved unanimously as proposed.
VII.	<p>Update on Atlantic Northeast District actions re: Pastor Pam Joe/Paula</p> <ul style="list-style-type: none"> ● The District Board meeting took place without any representation from ECOB, citing a conflict of interest. Vote was 17-2 to accept the recommendation from the ministry commission to place a letter in Pam's file and to have Pam step down from District leadership for one year. ● District will be contact with the congregation regarding possible future conversations <p>Discussion</p> <ul style="list-style-type: none"> ● Individuals cannot place letters in Pam's file, but could Pam collect letters of support and place them in her file if she wished to? ● What is our purpose as a congregation? To serve the community or to shift the mindset of the District and Denomination? Both are worthy causes but we need to figure out what to focus on. How does our being part of the Church of the Brethren affect our ministry? Is it helping or hindering us? How is our association with the denomination viewed by those outside of the COB community? ● A third option would be to practice non-resistance. Continue with our ministries and being who we are, but don't direct further energy and resources in engaging with the long and drawn-out district punishment process.
VIII.	<p>Human Resources Committee Update re: Pastoral Vacancy Paula</p> <ul style="list-style-type: none"> ● Executive Committee meeting on Sunday, December 20 with Ben Hoover to review the recommendation from the HR Committee.
IX.	<p>Davidson Laszakovits family attendance after the departure of Pastor Greg Joe</p> <ul style="list-style-type: none"> ● Continued family attendance recommended by the Human Resources Committee and strongly affirmed by the Board; the Davidson Laszakovits family is welcomed and embraced. The timing of Greg's return will happen in consultation with the pastoral staff and lay leadership.
X.	<p>Pastoral Reports</p> <p>Pam</p> <ul style="list-style-type: none"> ● Will be out for a few weeks following knee surgery. <p>Greg</p>

	<ul style="list-style-type: none"> • Bittersweet time facing many lasts. Working on how to leave in an honest and constructive way that tells the whole story and will allow the church to grow. • Preparing a month-long series of sermons for a farewell. <p>Josh</p> <ul style="list-style-type: none"> • Working on Christmas Eve service with a virtual congregational hymn sing. • Starting final class for ordination in January. <p>Jason</p> <ul style="list-style-type: none"> • Continuing to try and provide faith formation opportunities. Thinking about ways to reach out to kids and youth. Getting together for Christmas parties this Sunday. • Hearing from numerous people regarding the reach of our livestream and how valuable that is. Our services have never been watched by more people. • Wrapping up semester at Bethany. • Anti-Racism group has had a great journey. Statement was passed at the council meeting. Considering different ways to release the statement publically.
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XI.	Commission Reports
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	<p>Christian Ed Commission</p> <ul style="list-style-type: none"> • We are seeking to offer opportunities for all age groups to engage in Sunday School • Whenever we know we will be back, we will be recruiting teachers and helpers.
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	<p>Expressions Commission</p> <ul style="list-style-type: none"> • No written report.
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	<p>Nurture Commission</p> <ul style="list-style-type: none"> • Faith markers have been delivered to all 4-year-olds, 3rd graders, and 5th graders (now 6th graders). A video presentation is being made of the recipients for an upcoming worship service. • The Nurture Commission will hand out candles for the Christmas Eve service after church on the 13th and 20th. Deliveries will be made if requested by the church office.
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	<p>Resources Commission</p> <ul style="list-style-type: none"> • We received quotes for the elevator repair and/or replacement and have decided to move forward with replacing the leaking hydraulic cylinder as well as doing a complete elevator upgrade. This will replace the electronic control panel as well as do a complete elevator cab upgrade. The total cost of this project is \$162,780. Half is being paid this year with the balance due when the elevator is repaired next year. • Action Item: We received and approved a bid to replace our failing security system panel/software. This should be installed before next month at a cost of \$9,750. <ul style="list-style-type: none"> ○ Motion from Duane Hernley to move forward with the repair as soon as possible using the facility fund; if we end the year in a surplus, it can be put towards reimbursing the facility fund. Motion seconded by Carroll Kreider. Approved. • Lowell West has resigned as part-time maintenance. We thank Lowell for his many years and countless volunteer hours in this position. • We had a gas leak this past month in the kitchen and had this repaired, The issue was a pilot light quit burning however the gas kept flowing through the pilot. This has been repaired and upgraded with a safety valve on all pilot lights that will stop the gas flow if the pilot light goes out. • We have again switched to a different cleaning company and they seem to be doing a much better job at getting the church cleaner.
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	<p>Witness Commission</p> <ul style="list-style-type: none"> • Immigration Support Project - Christmas presents for local families • Action Item: 2020 O&M Funds Proposed Distribution (\$19,200): <table border="1" style="width: 100%; margin-left: 20px;"> <tr> <td style="width: 80%;">Nigerian Crisis Relief Fund</td> <td style="width: 20%; text-align: right;">\$5,000</td> </tr> <tr> <td>New Community Project: Give a Girl a Chance</td> <td style="text-align: right;">\$5,000</td> </tr> </table>	Nigerian Crisis Relief Fund	\$5,000	New Community Project: Give a Girl a Chance	\$5,000
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	<table border="1"> <tr> <td>Lancaster LGBTQ+ Coalition</td> <td>\$2,000</td> </tr> <tr> <td>Equal Justice Initiative</td> <td>\$3,600</td> </tr> <tr> <td>Brethren Mennonite Council for LGBT Interests</td> <td>\$2,600</td> </tr> <tr> <td>Tree House of Lititz (Handicap accessible children's playground)</td> <td>\$1,000</td> </tr> </table> <ul style="list-style-type: none"> ○ Motion by Amy Karr to distribute the funds as proposed. Seconded by Carroll Kreider. Distribution approved unanimously. ● Working on a Christmas Music Single Project with Pastor Josh 	Lancaster LGBTQ+ Coalition	\$2,000	Equal Justice Initiative	\$3,600	Brethren Mennonite Council for LGBT Interests	\$2,600	Tree House of Lititz (Handicap accessible children's playground)	\$1,000
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	<p>Deacon's Report</p> <ul style="list-style-type: none"> ● No written report. 								
XII.	<p>Next Meetings</p> <ul style="list-style-type: none"> ● 2021 Board Retreat: Saturday, January 9, 9:00 AM - Noon 								
XIII.	<p>Closing Prayer</p> <ul style="list-style-type: none"> ● Pastor Jason closed in prayer 								

Respectfully submitted,
Alyssa Cross (Clerk)
December 28, 2020