

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

October 11, 2021 6:45 PM via Zoom

In Attendance: Alyssa Cross (Clerk), Joe Detrick (Moderator), Paula Knudsen Burke (Chair), Frank Rhodes, Carroll Kreider, Karen Ungemach, Duane Hernley, Jordan Eberhart Bingeman, Pastor Pam Reist, Pastor Jason Haldeman, Amy Karr, Craig Coble, Lisa Rosenberger, Pastor Josh Tindall

Building Committee Representatives: Barry Garman, Dick Keeseey, Jim Hoffer, Mike Bierbower

I.	<p>Opening Devotions</p> <ul style="list-style-type: none"> • Pastor Jason opened the meeting in prayer. 	Pastor Jason
II.	<p>Review and Approval of September Minutes</p> <ul style="list-style-type: none"> • Approved as submitted 	Board Chair
III.	<p>Treasurer's Report</p> <p>1. Review of Income Statement as of 09/30/2021</p> <p>After nine months in 2021, operating results are negative, with disbursements exceeding revenues by \$36,416 (at the end of last month the net position was a negative \$49,918). Revenue at the end of September is under budget by \$110,173 (\$574,054 received versus \$684,227 budgeted). Revenue is \$792 behind where we were at the end of September last year. Regular offerings, at \$521,302, fell short of the budgeted offerings of \$602,477 by \$81,175, and are \$47 below last year's amount of \$521,349 (general fund giving is about the same as last year). A month-by-month summary of offerings is provided in the graph entitled "ECOB 2021". Note that giving in every month this year has been below budget except for April and September. September 2021 giving (\$77,778) was well above budget and is the second-highest giving month this year, and higher than September 2020's giving (\$41,448). A 5-year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled "ECOB YTD 9/30 COMPARISON."</p> <p>Disbursements at the end of September are under budget by \$84,883 (\$610,470 actual spending versus \$695,353 budgeted spending) and \$35,741 more than last year. Resources spending, mainly due to elevator repairs, is \$38,110 above budget and \$106,758 more than last year. With the exception of Administration, spending in all other categories is under budget, and, except for Witness, is less than a year ago. Ministry Salaries & Benefits is significantly less than budget and a year ago, due mainly to Pastor Greg's departure.</p> <p>Overall, as of 9/30/2021, we are in a net operating loss position of \$36,416, with income and expenses both under budget. Income is \$792 less than a year ago and spending is \$35,741 higher than a year ago. Last year at the end of September we were in a net gain position of \$117.</p> <p>2. Cash Position, Building Project, and LT Investments at BFI</p> <p>Our cash position at 9/30/2021 is \$1,623,441. This compares to our cash position a year ago of \$1,387,923. The increase in cash is primarily due to Capital Campaign contributions. Just over \$1,432,000 of this cash is invested in a money market fund.</p> <p>Contributions to the building project at 9/30/2021 totaled \$2,235,272 (\$313,949 in 2021). Non-operating budget building project costs to date are \$790,415 (\$385,253 in 2021). Net cash proceeds available for future building project spending is \$1,444,856.</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 9/30/2021 was \$2,604,933, which is up \$88,502 from the beginning of the year market value of \$2,516,431, reflecting an investment gain, net of expenses, of \$88,502 (a total investment return for the year of approximately +3.5%). The investment return for September was -2.0%. As of 9/30/2021 our portfolio was invested \$1,298,407 (50%) in a Short-term investment fund and \$1,306,526 (50%) in a balanced fund (60% domestic stock fund, 40% bond fund).</p> <p>3. Preliminary discussion of O'Donnell funds</p>	Treasurer

	<ul style="list-style-type: none"> • The finance committee proposed pulling some O'Donnell funds into the general fund to support items such as bell ringer salary, keyboardist salary, etc. The Memorial Fund paper does specify that this is a permitted use and no funds have been spent from the fund this year. • Board will keep this option in mind and revisit the matter in December based on how the 2021 budget looks with regard to income and expenses. 	
IV.	<p>Preliminary 2022 Budget Discussion</p> <ul style="list-style-type: none"> • The preliminary budget shows a projected deficit of \$113,826 <ul style="list-style-type: none"> ◦ Projected offerings of \$750,000 represent about a 5% increase in offerings in 2022 from the estimated \$711,000 offerings to be received in 2021. ◦ The income projection includes a transfer from the O'Donnell Music Fund of \$16,000, which represents 4% of the expected non-building project designated funds. • Commissions to reexamine budgets again. We have a significant gap to bridge. • Resources noted that they cannot trim their budget any further. May even need to increase to address major issues in 2022: <ul style="list-style-type: none"> ◦ Sanctuary roof (estimated \$80k) ◦ Drainage issues around the offices ◦ Fixing up the classrooms ◦ Possible boiler replacement (\$60-\$70k) • Discussions to take place between Resources, Building Committee, and Finance to get more clarity <ul style="list-style-type: none"> ◦ Some resource items either need to get rolled into the building fund or be addressed as capital expenses and not regular operating budget expenses. 	Board Chair/Treasurer
V.	<p>Review of Pension Plan</p> <ul style="list-style-type: none"> • Pastors and full-time staff are participants in the denomination pension plan. The denomination needs an updated agreement from us. This updated agreement maintains our current arrangement where the congregation contributes 12% towards the pension plan and individuals contribute 4%. • Craig Coble moved to approve the Church of the Brethren Pension Plan Adoption Agreement as presented. Carroll Kreider seconded the motion. The board approved unanimously. • Pension Plan Resolution <ul style="list-style-type: none"> ◦ A meeting of the Board of Elizabethtown Church of the Brethren was held on October 11, 2021. The board unanimously approved the following Resolution: RESOLVED, that the Church of the Brethren Pension Plan Adoption Agreement is approved and adopted as presented at this meeting. 	Board Chair/Treasurer
VI.	<p>Calling of Pastor - Next Steps</p> <ul style="list-style-type: none"> • Official letter announcing the new hire and stating the date of installation service to be sent out. • Pete Kontra to provide us with a list of all the transitional items that need to take place • Congregation to determine how we want to welcome the new pastor (meetings with small groups of people in homes?). The development of a small transitional team was discussed as a possibility for welcome planning. 	Moderator, Board Chair, Search Committee Chair
VII.	<p>Pastors' Reports</p> <ul style="list-style-type: none"> • Pastor Josh <ul style="list-style-type: none"> ◦ Grateful for the work of the search committee and happy that Eric is here. ◦ Thank you to everyone who enabled the technology of the confidential virtual service and council meeting to happen this past Sunday. • Pastor Jason <ul style="list-style-type: none"> ◦ Excited that Eric was the candidate. Hopeful for the opportunities that lie ahead for this congregation in our work with him. ◦ Current work with Christian Ed is focused on trying to figure out how and what Sunday School opportunities look like for children and youth. Soon moving BLAZE off of the stage and up to room 101. Looking to make that space more BLAZE friendly. • Pastor Pam 	Pastors

	<ul style="list-style-type: none"> ○ Grateful and thrilled that Eric has been called and accepted the position. Looking forward to working together as a team. ○ Meetings have increased dramatically. Lots of life is happening in the life of the church.
VIII.	<p>Building Committee/Finance Committee Update Board Chair</p> <ul style="list-style-type: none"> ● Reviewed Scheme 20 Option 5A <ul style="list-style-type: none"> ○ In an attempt to reduce project costs, this option reduces project square footage by eliminating the south side music and office area. ○ This reduced footprint would likely not require us to add sprinklers to the existing building. ○ This option still allows for future expansion for an office and/or music suite on the south side. ○ Also included in this plan is the addition of a storage area under the new kitchen to eliminate the storage of tricycles, etc. in the stair towers. ● Costs <ul style="list-style-type: none"> ○ Working to meet the goal of reducing project expenses by approx \$5 million ○ Trying to break out costs between renovations, maintenance, and new construction
IX.	Commission Reports
	<p>Christian Ed Commission</p> <ul style="list-style-type: none"> ● We are trying to provide Christian education opportunities in a difficult time with Covid. ● We continue to look for volunteers to support our children's programming. ● The budget will remain the same for next year
	<p>Expressions Commission</p> <ul style="list-style-type: none"> ● No written report
	<p>Nurture Commission</p> <ul style="list-style-type: none"> ● No written report
	<p>Resources Commission</p> <ul style="list-style-type: none"> ● No written report
	<p>Witness Commission</p> <ul style="list-style-type: none"> ● No written report
	<p>Deacon's Report</p> <ul style="list-style-type: none"> ● No written report
X.	<p>Next Meeting</p> <ul style="list-style-type: none"> ● Board Meeting: Monday, November 1, 6:45 pm <p>Save the Date</p> <ul style="list-style-type: none"> ● Fall Council: Sunday, November 21, 2021 ● 2022 Church Board Retreat: Saturday, January 8, 2022
XI.	<p>Closing Prayer</p> <ul style="list-style-type: none"> ● Pastor Pam closed in prayer. The meeting concluded at 8:50 pm

Respectfully submitted,
Alyssa Cross (Clerk)
October 11, 2021