

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

**November 1, 2021 6:45 PM in the Church Parlor**

**In Attendance:** Alyssa Cross (Clerk), Joe Detrick (Moderator), Paula Knudsen Burke (Chair), Frank Rhodes, Duane Hernley, Pastor Pam Reist, Pastor Jason Haldeman, Amy Karr, Craig Coble, Pastor Josh Tindall, Kendra Gottshall, Olivia Knight, Kurt Sollenberger, George Snavelly, Don Kraybill, Donna Hollinger, Jim Hollinger, Jeff Eisenbise

I.	<p><b>Opening Prayer</b></p> <ul style="list-style-type: none"> <li>● Pastor Josh opened with devotions focused on courage and acting in spite of fear.</li> </ul>	Pastor Josh
II.	<p><b>Discussion and Approval of October Minutes</b></p> <ul style="list-style-type: none"> <li>● Approved as submitted.</li> </ul>	Board Chair
III.	<p><b>Treasurer's Report</b></p> <p><b>1. Review of Income Statement as of 10/31/2021</b></p> <p>After ten months in 2021, operating results are negative, with disbursements exceeding revenues by an estimated \$42,354 (at the end of last month the net position was a negative \$36,416). Revenue at the end of October is under budget by \$131,534 (\$628,719 estimated received versus \$760,253 budgeted). Revenue is \$4,710 ahead of where we were at the end of October last year. Regular offerings, estimated at \$569,671, fell short of the budgeted offerings of \$669,419 by \$99,748, and are \$6,422 above last year's amount of \$563,249 (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. Estimated October 2021 giving (\$48,369) was well below budget, but higher than October 2020's giving (\$46,495). A 5 year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled "ECOB YTD 10/31 COMPARISON."</p> <p>Disbursements at the end of October are under budget by \$101,541 (\$671,073 actual spending versus \$772,614 budgeted spending) and \$19,803 more than last year. Resources spending, mainly due to elevator repairs, is \$34,491 above budget and \$105,354 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 &amp; Benefits is significantly less than budget and a year ago, due mainly to Pastor Greg's departure.</p> <p>Overall, as of 10/31/2021 we are in an estimated net operating loss position of \$42,354, with income and expenses both under budget. Income is \$4,710 more than a year ago and spending is \$19,803 higher than a year ago. Last year at the end of October we were in a net loss position of \$27,261.</p> <p><b>2. Cash Position, Building Project, and LT Investments at BFI</b></p> <p>Our cash position at 10/31/2021 is \$1,522,867. This compares to our cash position a year ago of \$1,374,783. The increase in cash is primarily due to Capital Campaign contributions. Just over \$1,332,000 of this cash is invested in a money market fund.</p> <p>Contributions to the building project at 10/31/2021 totaled \$2,256,462 (\$335,139 in 2021). Non-operating budget building project costs to date are \$893,084 (\$487,922 in 2021). Net cash proceeds available for future building project spending is \$1,363,378.</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 10/31/2021 was \$2,653,826, which is up \$137,395 from the beginning of the year market value of \$2,516,431, reflecting an investment gain, net of expenses, of \$137,395 (a total investment return for the year of approximately +5.5%). The investment return for October was +1.9%. As of 10/31/2021 our portfolio was invested \$1,297,653 (49%) in a Short-term investment fund and \$1,356,173 (51%) in a balanced fund (60% domestic stock fund, 40% bond fund).</p>	Treasurer
IV.	<p><b>Discussion and Approval of 2022 Budget</b></p> <ul style="list-style-type: none"> <li>● Presenting an Operating Budget and Special Capital Budget</li> <li>● Operating Budget Income <ul style="list-style-type: none"> <li>○ Could increase transfer from Housing Fund from \$8,000 up to \$10,000 (based on 4% rule)</li> <li>○ Transfer from O'Donnell Music Fund is new this year (prior transfers took place outside of the budget). Fund can be used to support music salaries.</li> </ul> </li> </ul>	Board Chair/Treasurer

	<ul style="list-style-type: none"> <li>○ Transfer from Facility Fund is based on 4% of long-term unrestricted funds (funds that are not set aside for Building Project)</li> <li>● Operating Budget Expenses <ul style="list-style-type: none"> <li>○ Salaries based on denominational guidelines. Staff generally receives a 2% increase. Includes one-time relocation fee for Pastor Eric</li> <li>○ Admin includes Zoom fees. Annual Conference is in-person for 2022 and so that also represents an increase over 2021.</li> </ul> </li> <li>● Capital Improvements has been removed from the Operating Budget to be discussed separately as a Capital Budget (\$86,077 expense). <ul style="list-style-type: none"> <li>○ Areas in need of attention: Sanctuary roof replacement, Plaster Repair, Flooding damage remediation, Boiler, Classroom upgrades</li> </ul> </li> </ul> <p><b>Next Steps</b></p> <ul style="list-style-type: none"> <li>● Resources to come up with a specific number for immediate needs in 2022 that will be presented in the 2022 Budget</li> <li>● Commissions to go back and shave off additional expenses from each budget and have final numbers to Frank by Thursday morning.</li> </ul> <p><b>Recommendation for Council</b></p> <ul style="list-style-type: none"> <li>● Special Capital Budget: The building project has not progressed quickly enough to address our immediate building needs. We recommend that we transfer the required funds from the short-term facility fund which had been set aside for building funds.</li> <li>● Operating Budget: Presenting a challenge to the congregation</li> </ul>
V.	<p><b>Preparation for November Church Council</b> <span style="float: right;">Moderator, Board Chair</span></p> <ul style="list-style-type: none"> <li>● Agenda approved with adjustments.</li> <li>● Motion for Donna Hollinger to serve as Vice Chair by Craig Coble. Seconded by Duane Hernley. Motion passes.</li> <li>● Motion for Alyssa Cross to serve another term as Clerk by Duane Hernley. Seconded by Craig Coble. Motion passes.</li> <li>● Motion for Don Kraybill to serve as moderator in Joe Detrick's absence <ul style="list-style-type: none"> <li>○ Article XII D (1) of the Etown COB constitution allows the Executive Committee to "appoint an acting Moderator until the Moderator can resume the role"</li> <li>○ Votes via email (10/28/2021) in support. Motion passes.</li> </ul> </li> <li>● Review slate of 2022 candidates from Gifts Discernment <ul style="list-style-type: none"> <li>○ Treasurer Elect - Kendra Gottshall</li> <li>○ Board Chair - Jeff Eisenbise</li> <li>○ Clerk - Alyssa Cross</li> <li>○ 2023 Annual Conference Delegate - Karen Hodges</li> <li>○ Nurture 1 - Bill Siler</li> <li>○ Witness 1 - Karen Ungemach</li> </ul> </li> <li>● Affirming the ministry license for Jason &amp; Josh. Approved by the Board.</li> </ul>
VI.	<p><b>Pastoral &amp; Programmatic Updates</b> <span style="float: right;">Pastors</span></p> <ul style="list-style-type: none"> <li>● Jason: Excited and eagerly anticipating Eric's start. Continuing to take classes. Trying to figure out where we are with Christian Ed and what attendance will be like.</li> <li>● Josh: Expression of thanks for the Board and the impact of the work that each contributes.</li> <li>● Pam: Recognizing that we are not alone in facing these challenges; other congregations are facing similar challenges.</li> </ul>
VII.	<p><b>Commission Reports</b></p>
	<p><b>Christian Ed Commission</b></p> <ul style="list-style-type: none"> <li>● No written report</li> </ul>
	<p><b>Expressions Commission</b></p> <ul style="list-style-type: none"> <li>● No written report</li> </ul>

	<p><b>Nurture Commission</b></p> <ul style="list-style-type: none"> <li>● Budget <ul style="list-style-type: none"> <li>○ We reviewed the budget and decided to transfer some funds from categories not currently in use to other categories that may be in need of funds.</li> <li>○ We would like to add a category for LGBTQ Advocacy.</li> </ul> </li> <li>● Areas of Focus <ul style="list-style-type: none"> <li>○ We discussed the need for a committee to be in charge of LGBTQ Advocacy for our church, working in conjunction with CSN and Embrace resources.</li> <li>○ We discussed the development of a "Prime Time" group for seniors and possible committee leadership for that.</li> </ul> </li> <li>● Commission Appointments <ul style="list-style-type: none"> <li>○ We reviewed the list of appointments for the Nurture Commission for 2022. We prepared to contact to verify the filling of appointments that fall under the Nurture umbrella.</li> </ul> </li> <li>● Faith Markers <ul style="list-style-type: none"> <li>○ We discussed contact and distribution of Faith Marker Bibles for the third graders this fall. We will create another slide show for presentation during worship.</li> </ul> </li> <li>● Ice Cream Social <ul style="list-style-type: none"> <li>○ We feel this event was a great success for fellowship! Many thanks to Trina and Rachel Hollinger, the Dairy Princess, for their work on this!</li> </ul> </li> <li>● Direction <ul style="list-style-type: none"> <li>○ We feel we need to continue to ask, "What does the congregation need and want?" especially during these pandemic times.</li> </ul> </li> <li>● We discussed plans for an online discussion platform using the Brethren Press Advent Devotional book, Be Not Afraid. We have found a cost-free platform.</li> <li>● We discussed the need for revised Christmas caroling/chili supper and Christmas Eve cookie sharing due to COVID. We will continue that discussion in a future meeting.</li> </ul>
	<p><b>Resources Commission</b></p> <ul style="list-style-type: none"> <li>● No written report</li> </ul>
	<p><b>Witness Commission</b></p> <ul style="list-style-type: none"> <li>● No written report</li> </ul>
	<p><b>Deacon's Report</b></p> <ul style="list-style-type: none"> <li>● No written report</li> </ul>
VIII.	<p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>● Board Meeting: Monday, December 13, 6:45 pm</li> </ul> <p><b>Save the Date</b></p> <ul style="list-style-type: none"> <li>● Fall Council: Sunday, November 21, 2021</li> <li>● 2022 Church Board Retreat: Saturday, January 22, 2022, 9:00 am - Noon (Young Center)</li> </ul>
IX.	<p><b>Closing Prayer</b></p> <p>Pastor Jason closed in prayer.</p>

Respectfully submitted,  
Alyssa Cross (Clerk)  
November 1, 2021