

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

**September 10, 2018 6:45 PM Discovery Room (101)**

**In Attendance:** Nancy Hivner (Chair), Pat Dennehy, George Snavely, Kristen Siler, Pastor Josh Tindall, Pastor Greg Laszakovits, Pastor Jason Haldeman, Ann Pineda-Ziegler, Frank Rhodes, Peg Over, Peggy McFarland, Duane Hernley, Dick Keeseey, Carroll Kreider (Moderator), Rhonda Myers, Alyssa Cross (Clerk)

I.	<p><b>Welcome and Recognition of Guests</b></p> <ul style="list-style-type: none"> <li>● No guests in attendance.</li> </ul>
II.	<p><b>Approval of Minutes</b></p> <ul style="list-style-type: none"> <li>● August 13 - approved.</li> </ul>
III.	<p><b>Review of Action Items from Previous Meetings</b></p> <ul style="list-style-type: none"> <li>● <b>Commissions</b> to have their budget numbers <b>to Frank</b> by the end of September.</li> <li>● <b>Building Project Action Items</b> - addressed in the agenda <ul style="list-style-type: none"> <li>○ <b>MINISTRY</b> <ul style="list-style-type: none"> <li>■ <b>Jason</b> to provide an update on how we can develop our ministry in the new spaces at our next meeting</li> </ul> </li> <li>○ <b>SKETCHES</b> <ul style="list-style-type: none"> <li>■ <b>Greg and Nancy</b> to work with the <b>Building Committee</b> to estimate the costs associated with the separate Child Care Center portion of the building project. <ul style="list-style-type: none"> <li>● Pending new sketches.</li> </ul> </li> </ul> </li> <li>○ <b>FINANCES</b> <ul style="list-style-type: none"> <li>■ <b>Nancy</b> to work with John Miller for guidance on a proposal for naming opportunities and parameters.</li> </ul> </li> <li>○ <b>TENANTS</b> <ul style="list-style-type: none"> <li>■ <b>Resources</b> working on lease provisions and nuts and bolts of our relationship</li> </ul> </li> </ul> </li> </ul>
IV.	<p><b>Devotions</b> (Pastor Jason)</p> <ul style="list-style-type: none"> <li>● Jason led the group in a continuum exercise</li> </ul>
V.	<p><b>Board Chair Updates</b></p> <ul style="list-style-type: none"> <li>● Invoicing process: please be as efficient and timely as possible to return approved payments. Crystal is logging all incoming invoices to track this process.</li> <li>● Follow-up to a Sip n Chat discussion of a potential new ministry outreach opportunity regarding our tenants. There will be a note in the next newsletter seeking ideas and suggestions from the congregation for identifying and meeting their needs.</li> </ul>
VI.	<p><b>ANE District Proposed Policy Update</b></p> <ul style="list-style-type: none"> <li>● Update on meeting with District Executive <ul style="list-style-type: none"> <li>○ Meeting had a congenial tone</li> <li>○ Nancy and Carroll addressed the concern that the policy is inconsistent with our values and vision and emphasized that our congregation wants a pastoral staff that is free to minister to all people</li> <li>○ 267 eligible delegates; vote requires a 2/3 majority</li> </ul> </li> <li>● <b>Action Item:</b> Nancy and Carroll to draft a statement to update the language regarding same-gender marriage from the May 18, 2009 Council Meeting Minutes for the Board to review at the October meeting. Statement will then be presented for approval at November Council.</li> </ul>

VII.	<b>Building Project Updates</b>
	<b>Ministry</b> <ul style="list-style-type: none"> <li>● Seeking biblical context for the building project. Pastoral staff is exploring ideas for addressing the question of “how do we spend this on ourselves?” Considering leadership for a 2-3 week Sunday School class with a theological or philosophical approach.</li> <li>● Keeping in mind new faith formation and ministry opportunities that will be possible as a result of having the space to do them. More detail will be possible once new building sketches are available (e.g., currently we can serve X number in the space we have, with new space we could serve X number of people).</li> </ul>
	<b>Sketches</b> <ul style="list-style-type: none"> <li>● Building Committee needs more time to finalize work with our architect and to work through the numbers to be sure that we can have confidence in cost estimates for the project.</li> <li>● New target for delivery of the sketches and cost estimates is October 8.</li> </ul>
	<b>Finances</b> <ul style="list-style-type: none"> <li>● Campaign Team being formed.</li> <li>● Finance Committee has developed a tool to help us estimate the impact of borrowing and/or allocating our invested funds towards our building project, should that need arise.</li> </ul>
	<b>Tenants</b> <ul style="list-style-type: none"> <li>● Nothing new to report at this time.</li> </ul>
VIII.	<b>Pastors’ Reports</b> <ul style="list-style-type: none"> <li>● Josh is back from sabbath rest - thanked fellow pastors, Elizabeth, Beth DeGoede, Kirk Kreider, and Pat Dennehy for all the work they did</li> <li>● Josh discussed previously Board-approved expenditures for computers and sound mixing equipment out of the O’Donnell Fund. Timing is right to move forward now with those purchases. Board affirmed proceeding with expenditure.</li> <li>● New website will be live in the next 7-10 days.</li> </ul>
IX.	<b>Treasurer’s Report</b> <ol style="list-style-type: none"> <li>1. <b>Review of Income Statement as of 08/31/2018</b>  Through eight months of the year operating results continue to be very positive, with revenues exceeding disbursements by \$37,372, which compares the deficit of \$20,315 we had a year ago at 8/31/2018. Revenue to date at the end of August is slightly under budget by \$2,188 (\$536,044 received versus \$538,232 budgeted). Revenue is \$76,852 ahead of where we were a year ago, which puts our operating finances in great position heading into the last four months of the year. Regular offerings, at \$499,284, exceed the budgeted offerings, including challenge, of \$487,832 by \$11,452, and are \$70,825 above last year’s amount of \$428,459. This is a very encouraging trend. A month by month summary of offerings is provided in the graph entitled “ECOB 2018”. A five year history of general fund offerings compared to budgeted offerings is also provided in the graph entitled “ECOB YTD 8/31 COMPARISON.”  Disbursements through eight months in 2018 are less than budget by \$39,560 (\$498,672 actual spending versus \$538,232 budgeted spending) and \$19,165 more than last year. With the exception of Administration and Witness, spending is below budget across all major expense categories. Spending is up in some categories and down in others compared to last year’s amounts. The biggest increase in spending is in Resources. Also, please note that \$58,428 has been spent on the building project thus far in 2018 outside of the general budget.  Overall, as of 8/31/2018 we have a solid net gain position of \$37,372, with income up significantly more so than expenses from a year ago.</li> </ol>

	<p>2. <b>Cash Position and Long-term Investments with the BFI</b>  Our cash position at 8/31/2018 is \$128,556.51 (\$14,352.98 checking, \$114,203.53 money market). This compares to our cash position a year ago of \$132,207.05. The amount in the money market fund approximates our accumulated surplus as of 12/31/2017.</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 8/31/2018 was \$2,377,305, which is up \$87,862 from the beginning of the year market value of \$2,289,443, reflecting a \$10,000 contribution from the Breneman Estate and \$10,214.34 from the Alma Espenshade Estate (split \$10,107 to the Facilities Fund and \$10,107 to the O&amp;M Fund), and an investment gain, net of expenses, of \$67,648 (a total investment return for the year of approximately 2.9%). Investment results were up in August, with an approximate return of 2.1% for the month. As of 8/31/2018 our portfolio was invested 82.9% in a balanced fund (60% domestic stock fund, 40% bond fund) and 17.1% 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>● Continue to look for classroom space for adults, especially for a consistent meeting space for Sip n Chat.</li> <li>● <b>Action item: Resources</b> to look into renting a trailer for additional class meeting space.</li> </ul>
	<p><b>Expressions Commission</b></p> <ul style="list-style-type: none"> <li>● No report received. Item covered in Josh's report.</li> </ul>
	<p><b>Nurture Commission</b></p> <ul style="list-style-type: none"> <li>● The church picnic was held on Sunday, August 26 immediately following worship. It was a beautiful day and over 200 people attended! We were thankful to Javier and Ann Pineda for the Honduran Dancers.</li> <li>● On September 9, 3rd grade faith markers will be given to James Burke, Ben Siler, and Vivienne Zimmerman.</li> <li>● The Women's Retreat will be held on October 13 at Brethren Village with a theme of Hospitality. Thanks go to Deb Ziegler, Amy Carroll, Rose Baer, Pat Hoffer, and Sandy Garman for planning and organizing the event.</li> </ul>
	<p><b>Resources Commission</b></p> <ul style="list-style-type: none"> <li>● We have been having major problems with our cleaning service. We are hopeful that these can be worked out, but also looking for an alternatives.</li> <li>● <b>Seeking Board Affirmation</b> <ul style="list-style-type: none"> <li>○ Resources would like the Church Board to affirm their <b>appointment of a Safety Committee</b>. Tim Byerly will provide leadership for this group and Pastor Pam will serve as the committee liaison to the Leadership Team and the Resources Commission. Initially we plan to add two additional members to the group. A broad range of issues will be addressed. The safety and security of Sunday morning worship will be an area that is emphasized.</li> <li>○ <b>Affirmed.</b></li> </ul> </li> </ul>
	<p><b>Witness Commission</b></p> <ul style="list-style-type: none"> <li>● Beth DeGoede met with us and discussed UCEA/Community Place on Washington (CPOW).</li> <li>● "Courage Rising " presentation on Monday September 24 at 7:00 p.m. Kirk will do sound. Pastor Pam will do welcome/introduction and lead follow up discussion. We are planning for cookies/lemonade following the program.</li> <li>● SERRV work day was postponed (due to extreme heat in warehouse) to Tuesday, September 25.</li> <li>● Karen Ungemach will be selling SERRV (fair trade) once a month in the Memorial Lobby.</li> <li>● Stipends (\$750) with a personal note were mailed to Alex Mora, Marina McDonough, and Nate</li> </ul>

	<p>DeGoede.</p> <ul style="list-style-type: none"> <li>● Planning for and hosting BHA appreciation event in our fellowship hall on Thursday November 8 from 6:30-8:00 p.m.</li> <li>● Discussed possible Love Feast service projects. Decision will be made within the next week.</li> <li>● Will be in touch with Maura Longenecker following her sending off/commissioning on September 2 by Pastor Pam.</li> <li>● Worked on 2019 budget. Will finalize at our October 3rd meeting.</li> <li>● <b>Seeking Board Affirmation:</b> <ul style="list-style-type: none"> <li>○ Witness Commission recommends sending Ben Heinz \$250 from the O&amp;M fund as a stipend (bonus) for his work in the kitchen at Camp Swatara this past summer. <ul style="list-style-type: none"> <li>■ <b>Affirmed.</b></li> </ul> </li> <li>○ Witness Commission recommends that Etown COB sign a pledge to be a Church Collaborative Pledge Partner with UCEA to assist with their capital campaign for Community Place on Washington. The money will come from the O&amp;M fund - \$6,000 a year for 3 years (2019, 2020, 2021) <ul style="list-style-type: none"> <li>■ <b>Affirmed.</b></li> <li>■ <b>Action Item:</b> Witness to consider how to handle individual gifts.</li> </ul> </li> </ul> </li> </ul>
	<p><b>Deacon's Report</b></p> <p>In addition to our weekly Deacon ministries, since last reporting, the Deacons have served in the following ways:</p> <ul style="list-style-type: none"> <li>● 05/27 – Prepared and served bread &amp; cup communion during Sunday Morning worship</li> <li>● 05/12 – Prepared and served a meal following the memorial service for Don Muston</li> <li>● 06/16 – Prepared and served a meal following the funeral service for Charles Jackson</li> <li>● 07/15 – Prepared and served a meal following the memorial service for Millie Long</li> <li>● 08/26 – Assisted the pastors with a baptism service during Sunday morning worship</li> <li>● 09/07 – Prepared and served refreshments following the funeral for Connie Ziegler</li> </ul>
XI.	<p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>● October 1, 2018   Board Meeting</li> <li>● October 8, 2018   Special Meeting to review the Building Sketches</li> <li>● Possible -- October 21, 2018   Special Council Meeting</li> </ul>
XII.	<p><b>Adjournment</b></p>

Respectfully submitted,  
Alyssa Cross, Church Clerk  
September 25, 2018