

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

**Monday, June 13, 2022, 6:45 PM in Fellowship Hall & via Zoom**

**In Attendance:** Alyssa Cross (Clerk), Jeff Eisenbise (Chair), Barry Garman, Craig Coble, Pastor Pam Reist, Duane Hernley, Pastor Naomi Kraenbring, Pastor Jason Haldeman, George Snively, Olivia Knight, Ann Pineda Ziegler, Lynne Hockley, Carroll Kreider, Frank Rhodes (Treasurer)

**Via Zoom:** Donna Hollinger (Vice-Chair), Jim Hollinger, Gina Strouse

I.	<p><b>Word of Devotion</b> <span style="float: right;">Board Chair</span></p> <ul style="list-style-type: none"> <li>Jeff opened the meeting with a reflection focused on mindfulness and being attentive and open to the leading of the spirit.</li> </ul>
II.	<p><b>Update from Building Improvement</b> <span style="float: right;">Barry Garman</span></p> <ul style="list-style-type: none"> <li>A meeting to determine electric viability for HVAC identified a need for upgraded transformers. The upgrade is anticipated to occur by Jan/Feb 2023, which changes plans for renovation slightly. We are still looking to make the moves of classrooms as stated in the contract, however, the existing heating units will not be removed at this time. We will have to go back into the renovated rooms to remove the existing heat registers and activate the VRF systems after the upgraded transformer. This work can be done over a weekend with minimal disruption to the classrooms.</li> </ul>
III.	<p><b>Acceptance of Previous Minutes</b> <span style="float: right;">Board Chair</span></p> <ul style="list-style-type: none"> <li>Motion to accept the May 9 meeting minutes by Lynn Hockley. Seconded by Craig Coble. Minutes approved as presented.</li> </ul>
IV.	<p><b>Treasurer's Report</b> <span style="float: right;">Treasurer</span></p> <p><b>1. Review of Income Statement as of 05/31/22</b></p> <p>After five months in 2022, preliminary operating results are negative, with disbursements exceeding revenues by \$36,013. Revenue at the end of May is under budget by \$48,073 (\$343,248 received versus \$391,321 budgeted). Revenue is \$12,141 ahead of where we were at the end of May last year, due to greater transfers from the BFI funds. Regular offerings, at \$264,268, fell short of the budgeted offerings of \$312,500 by \$48,232, and are 36,334 below last year's amount of \$300,602. May offerings at \$75,659 were higher than April offerings of \$42,302 and significantly more than May 2021 offerings of \$50,829. A month-by-month comparison of offerings for the last 5 years is provided in the graph entitled "ECOB Offerings History" and a 5-year history of general fund offerings compared to budgeted offerings is provided in the graph entitled "ECOB YTD 5/31 COMPARISON."</p> <p>Disbursements at the end of May are under budget by \$30,788 (\$379,261 actual spending versus \$410,049 budgeted spending) and \$14,449 more than last year. Please note that both actual and budgeted spending includes Special Capital Improvements approved by council. Spending is below budget, but up slightly from last year.</p> <p>Overall, as of 5/31/2022, we are in a preliminary net operating loss position of \$36,013, with income well under budget and slightly more than a year ago, and expense under budget and slightly more than last year. A year ago our net operating budget had a \$33,705 net loss.</p> <p><b>2. Cash Position, Building Project, and LT Investments at BFI</b></p> <p>Our cash position at 5/31/2022 is \$1,168,420. This compares to our cash position a year ago of \$1,865,451. The decrease in cash is primarily due to Capital Campaign expenditures. Just over \$912,000 of this cash is invested in a money market fund.</p> <p>Contributions to the building project at 5/30/2022 totaled \$2,755,656. Total 2022 contributions are \$78,869. Non-operating budget building project costs to date are \$1,986,705. Total 2022 expenditures are \$649,655. The available cash for building project expenditures is \$768,951. Outstanding capital campaign pledges are \$905,654.</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 5/31/2022 was \$2,443,193, which is down \$170,011 from the beginning of the year market value of \$2,613,204, reflecting an investment loss, net of expenses, of \$170,011 (a total investment return for the year of approximately -6.5%). The investment return for May was 0.0%. As of 5/31/2022 ECOB's portfolio was invested \$1,288,795 (53%) in a Short-term investment fund and \$1,154,398 (47%) in a balanced fund (60% domestic stock fund, 40% bond fund).</p> <ul style="list-style-type: none"> <li>Motion to accept the Treasurer's Report by Carroll Kreider. Seconded by Craig Coble. Motion approved unanimously.</li> </ul>

V.	<p><b>Action:</b> Approval of an IRS Housing Allowance for Pastor Naomi</p> <ul style="list-style-type: none"> <li>The Elizabethtown Church of the Brethren Board authorizes a \$30,000 per annum housing allowance for Pastor Naomi Kraenbring. Motion seconded by Craig Coble. Motion is approved unanimously.</li> </ul>
VI.	<p><b>Action:</b> Consider a proposal from the Pastoral Team to participate in a Supervised Ministry Intern Experience</p> <ul style="list-style-type: none"> <li>Rachel Bucher Swank is currently involved in the Susquehanna Valley Ministry Center's ACTS certificate program and is looking for supervision for her ministry intern experience. She has been attending our services virtually during the pandemic. For her ministry experience, she is seeking a congregation with strong female leadership. Pastor Pam has agreed to be her supervisor. The internship would begin in the fall, but the length of time is TBD. The program requires 200 hours.</li> <li>Motion to affirm a supervised ministry intern experience for Rachel Bucher Swank by Jeff Eisenbise. Seconded by Craig Coble. Motion affirmed unanimously.</li> </ul>
VII.	<p><b>Action:</b> Consider a proposal to reactivate a streamlined Expressions Commission</p> <ul style="list-style-type: none"> <li>Currently, the Expressions Commission still exists in the constitution but is not currently staffed. With staffing changes, sensing a need for a Board liaison regarding worship experiences (music ensembles, ushers, worship center, etc.)</li> <li><b>Action:</b> Motion to authorize Jeff Eisenbise to assemble an assessment team for music and worship by Carroll Kreider. Seconded by Craig Coble. Motion approved.</li> </ul>
VIII.	<p><b>Commission &amp; Deacon Report Highlights</b> <span style="float: right;">Commission Chairs</span></p>
	<p><b>Christian Education</b></p> <ul style="list-style-type: none"> <li>Sense of anticipation and waiting for Sunday School opportunities for all ages. Have identified a date at the end of VBS week (Aug 21) and back-to-school time - to reengage the 9:15-10:15 Sunday School hour. Celebratory day. Looking for teachers.</li> <li>Lynn is leading VBS Aug 16-19 from 6-8 pm for ages 4-10.</li> </ul>
	<p><b>Nurture</b></p> <ul style="list-style-type: none"> <li>Online congregation: We want to be purposeful about including the online congregants, both those who are far away and those who are attending online locally. We are not all back in person, and some online attendees are feeling a sense of disconnect.</li> <li>Sharing of Joys and Concerns: Several comments have come to us concerning missing this element of community during worship. We want to foster relationships and would like to figure out a way to share these while maintaining confidentiality online.</li> <li>Tent: This is an option being discussed for rental for several months to help with summer events.</li> <li>Ice Cream Social: This will be held after church on May 29th to celebrate Pastor Josh's ministry.</li> <li>Movie night for August 13th: We are in the final planning stages.</li> <li>Ted &amp; Co. comedy group: We are hoping for September 17th or 18th availability and are in the planning stages.</li> <li>Small Groups: We are reviewing incoming results from the congregational survey. We are in the planning stages and hope to have several groups up and running by early summer this year.</li> <li>Kitchen Committee: The need for such a group is being discussed.</li> <li>LGBTQ Support: We are investigating SCN and PFLAG for supportive options.</li> </ul>
	<p><b>Resources</b></p> <ul style="list-style-type: none"> <li>Building/Plant Upgrades/Repairs <ul style="list-style-type: none"> <li>Excavated both sides below-grade both sides of sanctuary to replace broken or plugged drainage area. \$23,032.01</li> <li>Excavation leads us to additional repairs: Downspouts, landscaping, hardscaping, parking lot repair and resurfacing, and line painting.</li> <li>Directing our attention inward, we are facing painting expenses of \$55,323.00 and flooring restoration/replacement (lower level and second floor) as we move forward with the HVAC work.</li> </ul> </li> <li>ECCC <ul style="list-style-type: none"> <li>Refurbished the Director's Office. \$4,194.77</li> <li>Washer/dryer installed (utility closet off the kitchen near men's room) \$3,587.62. In addition to the preparation expense for the washer/dryer, ECCC purchased the washer/dryer and paid the plumber to place it into place and make the necessary operating connection.</li> </ul> </li> </ul>
	<p><b>Witness</b></p> <ul style="list-style-type: none"> <li><b>O &amp; M Funds:</b> At its November 19, 2019, Council Meeting, Council approved the following motion: "The Finance Committee is authorized to reallocate \$1,300,000 of current invested funds to a conservative</li> </ul>

	<p>investment fund called “Building Project”. This money may be used after a future Council vote to approve the start of construction. If construction does not begin or the money is not needed, it will be allocated back to the original fund(s).” Over half of the balance of the O &amp; M fund was transferred into a short-term investment fund. For reasons not immediately clear to the commission, that money is not available as part of the 4% income distribution managed by Witness. This has resulted in a significant shortfall in money available to be used for pastoral education and non-budgeted witness/outreach projects. Witness has asked the Finance Committee to reconsider this policy.</p> <ul style="list-style-type: none"> <li>● <b>Housing for Undocumented Immigrants:</b> The Immigration Support Committee has been working with undocumented immigrants in the area. Housing is a difficult problem, exacerbated by a lack of available properties to rent and the undocumented status of the families. They do not qualify for housing assistance that might otherwise be available. The committee has been discussing some options, such as finding someone willing to rent property on behalf of the families or even rehabilitating a property that the church or an independent church-related group might purchase. This is a complex issue with many moving parts.</li> <li>● <b>Request: Peace Witness:</b> Our commission has been approached by numerous individuals asking about a response by the church toward gun violence, the war in Ukraine, and other instances of violence worldwide. We are thinking of at least two immediate responses: a full-page newspaper ad that would focus on gun violence in the context of our historic peace stand; and communication to the congregation urging advocacy in support of gun legislation. I have attached a draft of an email and gun advocacy resources. I would anticipate sending this out to the congregation this week but believe this would be strengthened as a board recommendation. In support of these proposed actions, I am asking the board to approve the following: In the wake of repeated mass shootings and the proliferation of gun violence, we are called to remind and recommit ourselves to the work of peacemaking. <ul style="list-style-type: none"> <li>○ <b>Action:</b> The Board approves an all-church email urging the congregation to advocate for legislation that attempts to curb gun violence. Motion seconded by Gina Strouse. Approved unanimously.</li> <li>○ <b>Action:</b> The Board endorses crafting a full-page ad in LNP witnessing to the COB peace stand in the face of persistent and chronic violence (statement to be approved by the Board before publication). Motion seconded by Carroll Kreider. Approved unanimously.</li> <li>○ Recommendation that the Witness Commission send a delegation to meet with our representatives in person.</li> </ul> </li> </ul>
	<p><b>Deacons</b></p> <ul style="list-style-type: none"> <li>● No written report.</li> </ul>
IX.	<p><b>Next Meetings</b></p> <ul style="list-style-type: none"> <li>● July Board Meeting: N/A - summer break</li> <li>● August Board Meeting: Monday, August 8, 6:45 pm</li> </ul>
X.	<p><b>Word of Closure &amp; Adjournment</b></p> <ul style="list-style-type: none"> <li>● Meeting concluded at 8:40 pm.</li> </ul> <p style="text-align: right;">Board Chair</p>

Respectfully submitted,  
Alyssa Cross, Clerk  
June 13, 2022