

Elizabethtown Church of the Brethren Church Board Minutes

April 9, 2018 6:45 PM Discovery Room (101)

In Attendance: Pastor Pam Reist, Pat Dennehy, Amy Engle, Duane Hernley, Dick Keesey, Frank Rhodes, Pastor Jason Haldeman, John Over, Peg Over, Pat Williams, Pastor Josh Tindall, Nancy Hivner (Chair), Carroll Kreider (Moderator), Rhonda Myers, Peggy McFarland, Kathy Nornhold, Pastor Greg Laszakovits, Ann Pineda Ziegler, Alyssa Cross (Clerk)

Guests: Pat Williams, John Over, Gina Strouse

I.	<p>Welcome and Recognition of Guests</p> <ul style="list-style-type: none"> ● Pat Williams - liaison to our tenant entities ● John Over - representing the Deacons ● Gina Strouse - immigration support team
II.	<p>Devotions (Greg)</p> <ul style="list-style-type: none"> ● Isaiah 43, with an emphasis on change. People who are resilient know that the world around them is going to change. We have a message worth passing on.
III.	<p>Approval of March minutes</p> <ul style="list-style-type: none"> ● Approved as submitted.
IV.	<p>Review of Action Items from Previous Meeting</p> <ul style="list-style-type: none"> ● Action Item: Alyssa to draft a bulletin announcement with instructions for access to Board Meeting minutes on the website. Link and password information is available in CCB and hard copies are available in the office. <ul style="list-style-type: none"> ○ Due to office by noon Thursday. Matt to review to make sure Alyssa's notes are accurate. ● Action Item: Nancy to determine a schedule for each Commission to be featured during a Board Meeting. <ul style="list-style-type: none"> ○ Pending. Will carry forward. ● Action Item: Commission Chairs to meet with their commissions to review building plan sketches and get feedback. <ul style="list-style-type: none"> ○ Carry forward as sketches evolve. ● Action Item: Pass along contact information of any live-streaming connections to Pat for the Expressions Commission to discuss security and privacy concerns. <ul style="list-style-type: none"> ○ Complete. ● Action Item: Nancy, Dick, and Greg to put more thought into finding a way to focus the follow-up building plan discussions to allow for meaningful input, ideally in the next 6-8 weeks to keep the process moving. <ul style="list-style-type: none"> ○ Complete. ● Action Item: Board to review, comment, and provide feedback on the Tenant position statement to Nancy by March 23. Nancy to provide a redrafted position statement for the Board to review and discuss at the next Board meeting. <ul style="list-style-type: none"> ○ Complete.
V.	<p>Board Chair Updates</p> <ul style="list-style-type: none"> ● 412 in worship on Easter Sunday - thank you to Pastors for making it a meaningful Sunday ● Pastoral Team feedback re: Board Meetings agenda <ul style="list-style-type: none"> ○ Need to focus on Building Items first to keep process moving ○ Focusing on a commission at a time is going to happen at a later date ● Appreciation to Board Members, Building Committee, Finance Committee, and Pastoral Team for their engagement and commitment to everything going on related to this big undertaking with the building project.
V.	<p>Finalize Board position on Tenants</p>

	<ul style="list-style-type: none"> ● See attachment <ul style="list-style-type: none"> ○ Affirmed with additional revisions and updated language ○ Action Items: <ul style="list-style-type: none"> ■ Nancy to draft additional language regarding the scope and impact of the entities on the community ■ Nancy and Carroll to draft the motion to appear at the end of the document. ● Discussion on ways to engage with the child care center. If we are going to view this as a ministry, are there more ways to invite the families to join us. ● Question regarding janitorial responsibilities and cleaning supplies <ul style="list-style-type: none"> ○ Currently calculated as part of the expenses/resources and therefore covered under a portion of the rent fee
VI.	<p>Update on Building Sketches</p> <ul style="list-style-type: none"> ● Congregation is engaged and there has been a plethora of feedback ● Current focus of the Building Committee: <ul style="list-style-type: none"> ○ Sanctuary <ul style="list-style-type: none"> ■ To remain rotated (benefits to flow from entering at rear) ■ Widening the space to increase capacity ○ Fellowship Space to relocate to the first floor (accessible kitchen, and ease of flow from sanctuary to fellowship area) ○ Pastors Offices to be located to the left of the entry, across from the Fellowship Space ○ Atrium space being reconsidered (with concerns for heating/cooling) ○ Thought to navigating tenants throughout the building ○ Prime first-floor space to go to ECOB and not the tenants ○ Parking and traffic flow ● Requested 3D renderings for next round of sketches coming in June <ul style="list-style-type: none"> ○ (2D sketches at May Board Meeting) ● Next round of sketches will be put to a vote ● Meeting with a group from the College to discuss the overall building project ● Action Item: Pastors and Christian Education Commission to consider their needs and then engage in more dialogue with Building Committee on what kinds of spaces are needed and where they should be located
VII.	<p>Update on Financial Plan for Building Project</p> <ul style="list-style-type: none"> ● JHM Readiness Work <ul style="list-style-type: none"> ○ Research near conclusion ○ Interviews complete ○ Surveys to be completed, one final date ○ Report from John due back in early May, ideally prior to the May Board Meeting ● Finance Committee <ul style="list-style-type: none"> ○ Researching what it would take to start a campaign (with or without a consultant) ○ Approaching lenders on a preliminary basis ● Review of expense plan as of 03/31/18 <ul style="list-style-type: none"> ○ Expenses have been handled out of cash flow so far. ○ Many of the expenses will not be incurred until the summer. ○ Board has affirmed that we understand the potential expenses for the year and that they will be managed related expenses from cash flow until otherwise recommended by the finance committee.
VIII.	<p>Discussion on Timeline for Building Project Decision</p> <ul style="list-style-type: none"> ● Recommendation on Tenant Entities to be included in the Council Packet for the May 20 meeting

	<ul style="list-style-type: none"> ● Updated sketches to be shared and results of the feasibility study to be shared with the congregation ahead of a special council meeting to take place in June (6/24 - tentative): <ul style="list-style-type: none"> ○ Do you affirm that this aspirational building plan will support our ministries for the foreseeable future? (Final plans, no additional sketches) ○ Will you approve our undertaking a capital campaign to fund this project (for pledge purposes only)?
IX.	<p>Pastors' Reports</p> <ul style="list-style-type: none"> ● Pam <ul style="list-style-type: none"> ○ Enquirers Class began on Sunday - 12 confirmed with potentially 3 more. Younger, diverse class ○ Reasons for the class: <ul style="list-style-type: none"> ■ To get know others, to learn about the denomination, to get to know this congregation, and to learn how to get involved ● Jason <ul style="list-style-type: none"> ○ Want to start a new Sunday School class to target this new group ○ Pastors to support with leadership until the class gets its legs ○ Concern: where to hold the class. Needs a prime location and the concern will be shared with existing classes.
X.	<p>Commission Reports</p>
	<p>Christian Ed Commission</p> <ul style="list-style-type: none"> ● A new adult class will start in June ● Encouraging more respect for BLAZE's space in Fellowship Hall ● We discussed BLAZE realignment for fall ● Always looking for new teachers ● Children's church is starting April 15 ● VBS: August 7-10 & 12 using the Peace Lab curriculum
	<p>Expressions Commission</p> <ul style="list-style-type: none"> ● Discussed Live Streaming (see attachment) ● Board has affirmed the recommendation, effective immediately. ● FCC regulations have impacted our sound equipment, rendering it illegal and within a year we will incur an expense to replace it ● Action Item: Pat to report back to the Board after the Expression Commission has had more time to review the impact, costs, and to make a recommendation
	<p>Nurture Commission</p> <ul style="list-style-type: none"> ● Lenten Home Gatherings have wrapped up for this year. The Nurture Commission is looking into ways to include more people, particularly families next year. ● An Easter Egg Hunt was held and much enjoyed on Easter Sunday! ● The High School Seniors will be recognized by the church and "roasted" by their fellow youth on Sunday, April 29 which is Youth Sunday.
	<p>Resources Commission</p> <ul style="list-style-type: none"> ● The Spring Church Work Day will be held on 4/28/18. Bulletin announcements will provide further details. <ul style="list-style-type: none"> ○ Work day will focus on the interior ○ Sign up sheets will be on the bulletin boards
	<p>Witness Commission</p> <ul style="list-style-type: none"> ● Planning to collect items for CWS hygiene kits in May and to assemble kits on June 10 during the SS hour. ● Judith Gible is new UCEA rep along with Beth DeGoede and Pastor Pam. ● Pat Leiter, Karen Hodges and Paula Burke have been trained through Children's Disaster Response and will be collecting items to make a Comfort Kit.

	<ul style="list-style-type: none"> ● Karen Ungemach - SERRV sale on April 22. ● May is our collection month for the Community Cupboard. ● Crop table will begin in May (through October). ● The Witness Commission recommends that the board approve the (attached) Sanctuary Conduit Draft Statement submitted by the Immigration Support Committee (formally the Sanctuary Team) <ul style="list-style-type: none"> ○ We the Board endorse the concept as a ministry of this church, the process set forth, and the invitation to the congregation to support this endeavor ○ The conduit will be renamed "Immigration Support Conduit"
	<p>Deacon's Report</p> <ul style="list-style-type: none"> ● In addition to our weekly Deacon ministries, since the March 12 Board meeting, the Deacons have served in the following ways: <ul style="list-style-type: none"> ○ March 15: Prepared (for 80) and served a meal following the funeral service for Ruth Baum. ○ March 20: Baked communion bread in preparation for Maundy Thursday Love Feast. ○ March 25: Assisted the pastors with the baptism service for youth. ○ March 29: Prepared for and served 133 at the Maundy Thursday Love Feast. ● Many thanks to those non-deacons who voluntarily assisted in the clean-up from Love Feast.
	<p>Treasurer's Report</p> <p>1. Review of Income Statement as of 3/31/2018</p> <p>Through three months of the year operating results are positive, with revenues exceeding disbursements by \$2,071, which compares the deficit of \$14,461 we had a year ago at 3/31/2018. Revenue to date at the end of March is under budget by \$19,845 (\$181,992 received versus \$201,837 budgeted). Revenue is \$11,465 ahead of where we were a year ago, which is a good sign. Regular offerings, at \$169,504, fall short of the budgeted offerings of \$181,940 by \$12,436, but are \$10,201 above last year's amount of \$159,303. 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 3/31 COMPARISON."</p> <p>Disbursements through three months in 2018 are less than budget by \$21,916 (\$179,922 actual spending versus \$201,838 budgeted spending) and \$5,066 less than last year. In general, spending is below budget across all major expense categories. Most notable is a significant drop in Resources spending from last year. Please note that \$18,149 has been spent on the building project thus far in 2018 outside of the general budget.</p> <p>Overall, as of 3/31/2018 we are in a small net gain position, with income up and expenses down from a year ago.</p> <p>2. Long-term Investments with the Brethren Foundation</p> <p>The market value of all long-term memorial funds invested with the Brethren Foundation as of 3/31/2018 was \$2,270,029, which is down \$19,414 from the beginning of the year market value of \$2,289,443, reflecting a \$10,000 contribution from the Breneman Estate (split \$5,000 to the Facilities Fund and \$5,000 to the O&M Fund), and an investment loss, net of expenses, of \$29,414 (a total investment return for the year of approximately -1.3%). As of 3/31/2018 our portfolio was invested 82.2% in a balanced fund (60% domestic stock fund, 40% bond fund) and 17.8% in a bond fund, resulting in an overall approximate portfolio mix of 50% domestic stock fund and 50% bond fund.</p>
XI.	<p>Planning for Next Meeting</p> <ul style="list-style-type: none"> ● Reminder: May Board Meeting has been rescheduled for May 7
XII.	<p>Adjournment</p>

Respectfully submitted,
Alyssa Cross, Church Clerk
April 19, 2018

Sanctuary Conduit Statement

The funds in the Immigration Support Conduit are intended to be used by immigrants without legal status living in the Elizabethtown and surrounding communities who are threatened with deportation or are facing financial hardship due to immigration and are directly affected by current immigration policies. They may be used for legal fees or assistance with household needs including food, utilities, or rent as these areas may be impacted when there is a detention of an employed family member. The requested money will be in the form of gift cards or a check paid directly to the utility company, landlord, attorney, etc.

Requests from individuals or families outside of the aforementioned areas will be considered eligible or non-eligible on an individual basis by the Immigration Support Committee. This conduit is not to be utilized by refugees who are currently or have been resettled in the past by our congregation or any other congregation.

The Immigration Support Conduit will be managed by the Immigration Support Committee. A report of its disbursements will be submitted to the Witness Commission at least yearly. Check requests will be signed by the chair of the Immigration Support Committee and Witness Commission chair. Committee members will determine the validity and need of a request and the amount to be dispersed to the requested party after consultation and review.