

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

Monday, September 12, 2022, 6:45 PM in Fellowship Hall & via Zoom

In Attendance: Alyssa Cross (Clerk), Jeff Eisenbise (Chair), Don Kraybill, Jim Hollinger, Donna Hollinger (Vice-Chair), Frank Rhodes (Treasurer), Pastor Pam Reist, Carroll Kreider, Duane Hernley, George Shavely, Kurt Sollenberger, Lynne Hockley, Ellen Flury, Sandy Flanagan

Via Zoom: Olivia Knight, Joe Detrick (Moderator), Pastor Naomi Kraenbring, Pastor Jason Haldeman, Kendra Gottshall (Treasurer Elect)

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| I. | Opening Devotions <ul style="list-style-type: none"> Jeff opened the meeting with a devotion looking at the word church vs ecclesia. Paul was talking about a group of people who were trying to follow the way of Jesus. When this group got together they were discerning, deciding, and acting. This is the body of Christ. This is the work we do as a church Board. | Board Chair |
| II. | Acceptance of Previous Minutes <ul style="list-style-type: none"> August 8 minutes were approved as submitted. | Board Chair |
| III. | Treasurer's Report <ol style="list-style-type: none"> Review of Income Statement as of 08/31/22 <p>After eight months in 2022, preliminary operating results are negative, with disbursements exceeding revenues by \$54,811. Revenue at the end of August is under budget by \$91,861 (\$534,253 received versus \$626,114 budgeted). Revenue is \$45,313 ahead of where we were at the end of August last year, due to greater transfers from the Eder Financial funds. Regular offerings, at \$410,304, fell short of the budgeted offerings of \$500,000 by \$89,696, and are 32,179 below last year's amount of \$442,483. August offerings at \$53,996 were more than July offerings of \$37,247 and more than August 2021 offerings of \$40,796. 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 8/31 COMPARISON."</p> <p>Disbursements at the end of August are under budget by \$67,013 (\$589,064 actual spending versus \$656,077 budgeted spending) and \$46,030 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 from last year.</p> <p>Overall, as of 08/31/2022, we are in a preliminary net operating loss position of \$54,811, with income well under budget and more than a year ago, and expenses under budget and more than last year. A year ago our net operating budget had a \$54,094 net loss.</p> Cash Position, Building Project, and LT Investments at BFI <p>Our cash position at 8/31/2022 is \$619,716. This compares to our cash position a year ago of \$1,616,234. The decrease in cash is primarily due to Capital Campaign expenditures. Just over \$462,000 of this cash is invested in a money market fund.</p> <p>Contributions to the building project at 8/31/2022 totaled \$2,761,893. Total 2022 contributions are \$85,105. Non-operating budget building project costs to date are \$2,285,992. Total 2022 expenditures are \$948,941. The available cash for building project expenditures is \$475,901. Outstanding capital campaign pledges are \$900,761.</p> <p>The market value of all long-term memorial funds invested with Eder Financial as of 8/31/2022 was \$2,405,833, which is down \$207,371 from the beginning of the year market value of \$2,613,204, reflecting an investment loss, net of expenses, of \$207,371 (a total investment return for the year of approximately -7.9%). The investment return for August was -1.3%. As of 8/31/2022 ECOB's portfolio was invested \$1,288,964 (54%) in a Short-term investment fund and \$1,116,869 (46%) in a balanced fund (60% domestic stock fund, 40% bond fund).</p> <p>Action: Carroll Kreider moved to approve the Treasurer's Report. Motion seconded by Duane Hernley. Motion was approved unanimously.</p> <p>Discussion</p> <ul style="list-style-type: none"> Last year when we voted to transfer money from the funds for the special capital improvement projects, was that a one-time transfer? <ul style="list-style-type: none"> Council agreed to transfer money from the facility fund as a one-time transfer for the capital improvement projects. The housing fund is a regular transfer. The O'Donnell fund transfer falls within the parameters of that fund's usage. In terms of historic deficits, how does this compare to other years? <ul style="list-style-type: none"> This year's deficit is similar to last year's but much greater than previous years. | Treasurer |

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| | <ul style="list-style-type: none"> ○ The number of contributors is only down about 3% versus last year. General fund contributions are consistent. | |
| IV. | <p>Progress Report on the Church Renovation Project</p> <p>The intent of this Progress Report is to provide a general overview of the project status and highlight a few of the larger issues. An updated Project Schedule was provided by the general contractor, Horst Construction, on September 1 and indicates some work tasks will be completed during December with a Final Punch List review the end of the year.</p> <ul style="list-style-type: none"> ● Elizabethtown Child Care Center (ECCC) - Anticipates State Inspection of the renovated areas September 14-15. Subsequent to state approval, ECCC will relocate to its standard operating areas. The Resources Commission is installing new flooring carpet in the former church nursery area on the lower level of the Christian Education wing. Groff's Moving personnel will be relocating items from the storage units to the classrooms. ● Elizabethtown Community Nursery School (ECNS) - The ECNS staff are preparing their classrooms after Groff's Moving relocated items from the storage units to the classrooms. The Resources Commission had the hallway and classroom floors cleaned and a new finish applied. With the new ceiling, lighting, and painting, the area is so bright and new looking! ● Painting not included in the project scope (general wall surfaces and trim) is being covered by the Resources Commission with the hiring of a firm to do painting as they are available. Much of the trim painting is anticipated to occur during the Holiday break. ● Weekday parking is at a premium. Among church parking, college parking, tenant parking, and the space needs of contractors, dumpsters, and storage pods, Barry Garman, Building Committee Chair, has been working with representatives of the Borough and College to utilize the permit parking areas along Cedar Street. This use has been approved, permits secured, and issued to a number of our tenants' employees for the parking of their vehicles along Cedar Street. ● Boiler Room, etc. - The old troublesome boilers have been removed. The water heater which serves the general needs of the building had a leaking tank and will be replaced as a Change Order to the project. A Hot Water Circulating Loop to service the Memorial Lobby restrooms and perhaps the restrooms located off of the kitchen area will be added as a Change Order. This should provide near-instantaneous hot water rather than continuing to waste the running of water until it warms. ● Material Delays continue. While I have previously described the lighting, these delays have become more of a general nature. ● Pennsylvania Power & Light Company (PPL) - Issues exist with both the provision and installation of equipment. The application was submitted several months ago to PPL for the service upgrade and PPL has submitted the project to their engineering department for design. The contractor's (CMS) recent experience with PPL is that PPL doesn't have adequate transformers readily available and that this could delay the permanent power for the project. There will need to be a power shutdown to relocate some panels ahead of the shutdown needed when the new power is available. Both shutdowns will likely be a full day. The worst-case scenario may be that updated service will not be provided until January 2023. PPL will provide updated dates of when the equipment will be available which will hopefully be sooner than January. While we may have added costs for a cabinet, there is some good news! PPL now considers this a service upgrade and the transformer and main service feeders will be provided by PPL at no cost. ● Work in the Choir Room, Memorial Lobby and the Parlor continues. This work will be substantially completed prior to continuing work on the first floor. Meetings are occurring for the planning of temporary telephone and data lines to facilitate the temporary relocation of the Church Office to the Parlor and for a Pastors' workspace/meeting space. ● Some deviations from scheduled work and the need for change orders are normal for a project of this size and we are finalizing costs for several necessary add-ons. I am amazed by the professionalism and experience of the construction firms and their personnel on this job. With the Project Contingency approved by the Church Board, we continue to believe the project will be completed within the \$1,927,225 Project Budget. | Jim Hoffer |
| V. | <p>Request on behalf of the Witness Commission (See Exhibit A)</p> <ul style="list-style-type: none"> ● Consider a proposal to publish a statement denouncing Christian Nationalism. The Witness Commission is asking the board to: <ul style="list-style-type: none"> ○ Endorse the spirit and content of the statement as presented in the draft statement. ○ Approve funding of the statement up to an amount of \$11,000 for placement of the statement in the Sunday edition of the Lancaster newspaper. ○ Serve as the fiscal agent for the project including the payment of the ad and collection of donations to offset the cost of the ad. | Jim Hollinger |

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| | Action: A decision on the proposal is tabled for the time being while more information is gathered following discussions with the Lancaster Interfaith Peace Witness group and until a more concrete cost can be determined. | |
| VI. | Commission & Deacon Highlights & Concerns | Commission Chairs |
| | Christian Education <ul style="list-style-type: none"> Shout-out to Lynne Hockley and everyone involved with running VBS. It was a fun community experience. | |
| | Nurture <ul style="list-style-type: none"> Ted & Company's performance is less than 2 weeks away. Looking forward to seeing a good turnout. Various small groups/special interest groups have started up and are humming along. | |
| | Resources <ul style="list-style-type: none"> The Commission continues to work on refurbishing our Church facility. Our purpose is to be stewards of a facility that has been built with quality materials and workmanship by a generation of persons who possessed much foresight and had faith that they were providing for the future of the Elizabethtown Church of the Brethren. Flooring replacement has occurred in two nursery school classrooms on the ground floor. The continuation of the restoration of floors that are over 66 years old in ground floor classrooms and hallway has occurred by stripping old wax, cleaning, and applying urethane floor coating. The same procedure is occurring in upper-floor classrooms, hallways, and bathrooms. The Commission is waiting for the removal of the storage pods to continue outside work on the parking lot and the re-lining of the parking lot. Parking lot lighting, timers, and photo control repair work has been done. | |
| | Witness <ul style="list-style-type: none"> Ordering materials for hygiene kits to be assembled at Love Feast as a service project. | |
| | Deacons | |
| VII. | Pastors' Highlights & Concerns Pastor Naomi <ul style="list-style-type: none"> Working on a project with Julie Heisey to plan single-session facilitated small-group conversations to take place this fall. <ul style="list-style-type: none"> Goal: to provide an opportunity for discussion around "who are we as Elizabethtown Church of the Brethren", evaluating our state, noticing God's presence in our current state, and noticing hopes and dreams for the future. Outcomes: hoping for people to listen and be listened to. Hoping to hear how the congregation assesses itself at this time. Hoping to hear what the congregation is looking forward to. Working on finding facilitators at this time. Pastor Jason <ul style="list-style-type: none"> Christian Ed is dealing with the shuffle of working around the building improvement projects. Hoping that consistency within the building will help attendance rebound. Pastor Pam <ul style="list-style-type: none"> Dauda Gava – International Scholar in Residence at Bethany Theological Seminary will be speaking at Elizabethtown College on Peacemaking Beyond the Boundary: Lessons from EYN (November 14, Young Center). Pam spent time with him in Nigeria. Joy: John David Bowman is being recognized at Conference this year for 50 years of ordained ministry. Joy: New baby Lorelai Marie was born yesterday to Sarah (Uhl) Marshall. Questions/Discussion <ul style="list-style-type: none"> Any news on the pastoral search? <ul style="list-style-type: none"> First interview with a candidate for the music coordinator position coming up this week. | Pastors |
| VIII. | Next Meetings <ul style="list-style-type: none"> Board Meeting: Monday, October 10, 6:45 pm. <ul style="list-style-type: none"> Rescheduled for October 17. | |
| IX. | Word of Closure & Adjournment <ul style="list-style-type: none"> Meeting concluded at 8:34 pm | Board Chair |

Respectfully submitted,
Alyssa Cross, Clerk
September 12, 2022