

**UNION CONGREGATIONAL UNITED CHURCH OF CHRIST  
COMMON MINISTRY  
MINUTES OF THE MEETING OF FEBRUARY 14, 2017**

**Present:**

**Absent:**

Pastor	Bridget Flad		
Moderator	Sandy Polarek		
Vice Moderator	Jeff Gibson		
Treasurer	Jeff Carels		
Clerk	Gail Hohenstein		
Education	Deb Rose		
Gifts & Memorials	Marlene Lanoue; Nicole Polarek		
Inreach	Heather Collins		
New Member	Steve Jones		
Outreach	Christy Reese	Lou Norsetter	
Stewardship	David Thie		
Worship	Virginia Riggs		
Communications Coordinator		Nicole Kinjerski	
Talents & Gifts			
Guest(s)			

Moderator Sandy Polarek called the meeting to order at 6:30 p.m. Introductions were shared and new members were welcomed.

**Gathering Thoughts:** Jeff Carels

**Joys and Concerns:** Joys and concerns were shared, followed by prayer.

**Open Forum:** None.

**Senior Minister's Report:** Bridget expressed appreciation for a peaceful, swift and well run Annual Meeting and post-meeting luncheon. It feels off to a good start of working well together. The Growing in Faith Together congregations are working on a Vigil for Humanity—a prayer response to all that is happening in our world—which is planned for March 7, 7 pm at the Brown County Library. Senator Baldwin's office has contacted Bridget to help some Somali women with needs such as transportation to appointments. She will be meeting with the Senator's staff person this week to discuss how the congregation may get involved. Most of Bridget's focus right now is on Lent. Lenten Clusters will be a movie series this year. She is working with Worship on a plan to offer written prayer requests which will be prayed after the church service. She is also working with Outreach and Education to add new attention to One Great Hour of Sharing. They are planning a penny collection and will measure how far we can reach together. The Advocacy Team will be offering the curriculum from the Wisconsin Council of Churches on becoming an immigrant welcoming community on Sunday mornings and Wednesday evenings.

**Clerk's Report**

Minutes of the meetings of January 10, 2017 were approved.

Draft Minutes of the Annual Meeting of January 29, 2017 were distributed for review.

Correspondence: None.

**Treasurer's Report**

Jeff distributed his usual report. Income was fairly typical for January (\$80,000). Expenses were about 90% of budget. Report was approved (Heather/Jeff). Jeff distributed to Ministry Chairs the budget and financial details for each Ministry. The last page is a detail of each expenditure from each Ministry's budget in 2017. Ministry Chairs can request these details from Winnie as needed. The following four resolutions were approved:

BE IT RESOLVED THAT

Bridget Flad Daniels, Senior Pastor, Jeff Carels, Treasurer, and Winnie Hutjens, Financial Secretary, of Union Congregational United Church of Christ ("Church") are hereby authorized to make withdrawals from the Church's line of credit account (#87006726001) with Associated Bank, N.A. ("Bank) and all such persons are granted access to all information and records pertaining to such account; and

Bridget Flad Daniels, Senior Pastor, Jeff Carels, Treasurer, Sandy Polarek, Moderator, and David Thie, Stewardship Ministry Chair, of the Church are authorized to sign checks and make withdrawals from the Church's checking account (#089510587) and money market account (#2227066251) with the Bank and all such persons are granted access to all information and records pertaining to such account; and

Bridget Flad Daniels, Senior Pastor, and either Sandy Polarek, Moderator, David Thie, Stewardship Ministry Chairperson, or Jeff Carels, Treasurer, are hereby authorized to sell, assign and endorse for transfer, certificates representing stocks, bonds, or other securities now registered, or hereafter registered in the name of Union Congregational United Church of Christ; and Winifred E. Hutjens, Financial Secretary, is granted access to all information and records pertaining to such stocks, bonds or other securities.

*(Motion Steve/Second Jeff)*

BE IT RESOLVED THAT

Bridget Flad Daniels, Senior Pastor, and either Sandy Polarek, Moderator, David Thie, Stewardship Ministry Chairperson, or Jeff Carels, Treasurer, are hereby authorized to sell, assign and endorse for transfer, certificates representing stocks, bonds, or other securities now registered, or hereafter registered in the name of Union Congregational United Church of Christ; and

Winifred Hutjens, Financial Secretary is granted access to all information and records pertaining to such stocks, bonds or other securities.

*(Motion Jeff/Second Steve)*

BE IT RESOLVED THAT

Bridget Flad Daniels, Senior Pastor, is hereby authorized to sign checks and make withdrawals from the Church's checking account (#000008015007) with U.S. Bank, and is granted access to all information and records pertaining to such account.

*(Motion Steve/Second Jeff)*

Whereas, Section 107 of the Internal Revenue Code permits a minister of the gospel to exclude from gross income (in computing federal income taxes) a church-designated allowance paid to him as part of his compensation to the extent used by him for actual expenses in owning or renting a home; and

Whereas, the Rev. Bridget Flad Daniels is compensated by Union Congregational United Church of Christ exclusively for the services as a minister of the gospel; and

Whereas, Union Congregational United Church of Christ does not provide the Rev. Bridget Flad Daniels with a parsonage, therefore, it is hereby

BE IT RESOLVED THAT

the total compensation for housing and salary paid to the Rev. Bridget Flad Daniels for calendar year 2017 shall be \$72,100 of which \$30,900 (43%) is hereby designated to be a housing allowance, and the designation of \$30,900 as a housing allowance shall apply to calendar year 2017 and all future years unless otherwise provided.

*(Motion Jeff/Second Steve)*

**New Business**

- **Goals/Projects for the Year:** Sandy and Bridget have identified two major projects this year. First is the Advocacy Team's study of becoming an immigrant welcoming congregation. The Book Group is reading The Book of Unknown Americans by Christina Hernandez, and during Lent there will be four weeks of study using the Wisconsin Council of Churches curriculum mentioned above. Bridget reported that there are now enough churches within the Conference to allow for the WI Conference to vote in June on whether or not to become an immigrant welcoming Conference. The second major project is to hire the Associate Pastor.
- **Spring Common Ministry Retreat:** Bridget is asking Common Ministry to read a book, Getting to Yes, as a basis for our Common Ministry Retreat. The book was recommended by the Ethics Committee of the Church and Ministry Team of the Northeast Wisconsin Association. The book focuses on healthy ways to engage conflict. Bridget will ask the Ethics Committee to provide a retreat facilitator. Retreat is scheduled for April 8, 1-4 pm at the Church.
- **Delegates:** Let Sandy know if interest develops.
  - Northeast Association Meeting – April 22 (Ripon) Steve Jones plans to attend
  - Wisconsin Conference Meeting – June 9-11 (Green Lake) Steve Jones plans to attend

## Continuing Business

- Gifts & Memorials Conversation: Marlene distributed and discussed a report on the 12/31/16 balances in each investment account. She, Bridget, Gary, Nicole and Gail will meet to discuss the structure of the funds.
- EMC Second Mile Update: David reported the effort will kick off with a mailing in the 1<sup>st</sup> or 2<sup>nd</sup> week of March with a target May 1 conclusion. Bridget and Larry to work on a theme and a team group will be recruited to make follow up contacts.
- Associate Pastor Search: Bridget reported the Search Committee will be meeting next week to finalize and incorporate Common Ministry comments on the Church Profile. The Profile was approved (Steve/Christie).
- Tech/AV Task Force Update: Jeff reported we have a working access point in the sanctuary to allow us to broadcast the sermon via the internet. The next step is to enable the English Room and Nursery to receive the transmissions.

## Ministry Updates (if not included in minutes)

### EDUCATION

Deb clarified that the Education Ministry's mention of affirming NAEYC principles largely entails using space more efficiently and making sure toys and furniture are safe and appropriate. Faith Formation is growing! We sometimes have 12-14 kids in the lower ages and 5-7 older kids. We are running into space issues, which is a good problem to have. They are contemplating using the YCA room on Sunday morning.

### GIFTS & MEMORIALS

Sandy pointed out the poster from Mayflower thanking the Church for our scholarship gifts.

### INREACH

Heather clarified that there will be Easter breakfast between the two services on Easter Sunday.

### NEW MEMBER/MEMBERSHIP

Steve reported he is working on adding some folks to the Ministry. They have caught up on cookie jars, and will put a couple in the Usher's Closet. He reminded Ministry Chairs to look at dates for the New Member classes printed on the Agenda and to let him know which meeting Chairs will attend.

### OUTREACH

Christie mentioned that she and Lou will share attendance at CM, probably alternating meetings.

### STEWARDSHIP

No additions.

### WORSHIP

Virginia reported the Ministry will meet every other month unless meeting more often is necessary. Lenten plans have been made.

**Communications: No report.**

## Adjournment

Motion to adjourn was approved (Steve/Marlene). After prayer, the meeting was adjourned at 7:50 pm.

Respectfully submitted,  
Gail Hohenstein, Clerk

Next meeting: March 14, 2016 – Chapel Classroom – 6:30 p.m.

Date (2 <sup>nd</sup> Tuesday)	Gathering Prayer	Treats
3/14	Deb Rose	Marlene Lanoue
4/11	David Thie	Virginia Riggs
5/9	Nicole Polarek	Nicole Polarek
6/13	Steve Jones	Steve Jones
8/8	Jeff Gibson	Heather Collins
9/12	Heather Collins	Jeff Carels
10/10	Marlene Lanoue	Jeff Gibson
11/14	Bridget Flad Daniels	Christie Reese
12/12	Lou Norsetter	Deb Rose
1/9/2018	Sandy Polarek	Sandy Polarek