

**UNION CONGREGATIONAL UNITED CHURCH OF CHRIST  
COMMON MINISTRY  
MINUTES OF THE MEETING OF FEBRUARY 13, 2020**

<b><u>Present:</u></b>	<b><u>Absent:</u></b>	
Pastors	Bridget Flad Daniels Jon Pahl	
Moderator	Sandy Polarek	
Vice Moderator	Heather Collins	
Treasurer	Jeff Gibson	
Clerk	Gail Hohenstein	
Education	Nancy Gibson	
Gifts & Memorials		Nicole Polarek Phil Enscoe
Inreach & Membership	Denise Olson	
Outreach	Christie Reese	Achim Siefert
Stewardship	Clay Reese Mark Smith	
Worship	Betty Bienash	
Communications Coordinator		Avonelle Weist
Guest(s)		

Moderator Sandy Polarek called the meeting to order at 6:04 p.m.

**Additions to the Agenda:**

**Congregational Joys and Concerns:** Joys and concerns were shared.

**Gathering Prayer:** Heather shared a poem.

**Open Forum:** None.

**Ministers' Reports:** Bridget shared a schedule for the Sunday pulpit for the time of her parental leave. She expects to be back in the office mid to late June. WI Conference UCC will help with pulpit supply costs.

Jon expressed it continues to be a joy to be here. The church staff is remarkable. He is excited about continuing and advancing the legacy of this congregation. The Brain Center is in operation. Adult education is continuing the green gospel theme. Jon hopes to form a green team. He is planning a faith climate action week here during the week of Earth Day. Jon is working on teacher staff for next year. Call & Response Jazz service was good and may lead to other opportunities with the community policing division. The March 8 Sunday jazz service will focus on addiction and recovery. The April 22 service will be a benefit concert for the Jazz Ministry.

**Clerk's Report**

Minutes of the meetings of January 16 were approved. (Heather/Christie) Gail read a thank you note from Barbara McClure-Lukens, Lou Norsetter, Judy Larmouth and Tina Bechtel expressing gratitude for the Church's support of their attendance at the Border Issues Fair in Tucson, AZ.

**Treasurer's Report**

Jeff distributed his monthly report. January expenses were about equal to actual income. Both were below budget. Approved (Betty/Christie).

## **New Business**

- **New Year Orientation/Prayer and Treat Sign-up:** Treat/Prayer list passed. Please try to get Ministry minutes to Eric/Jon/Bridget so they can be distributed to Common Ministry before each meeting. Please promptly review and comment (or express “no comment”) on Common Ministry minutes so they can be timely posted for the Congregation’s information. Because of Maundy Thursday, April’s Common Ministry meeting will move to April 2. The May 14 meeting will move to May 21 due to Jon and Bridget’s schedules.
- **Banking Resolutions:** The following resolutions were approved (Denise/Nancy):
  1. *Bridget Flad Daniels, Senior Pastor, Jeff Gibson, 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 Gibson, Treasurer, Sandy Polarek, Moderator, and Clay Reese, 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, Clay Reese, Stewardship Ministry Chairperson, or Jeff Gibson, 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 Winnie E. Hutjens, Financial Secretary, is granted access to all information and records pertaining to such stocks, bonds or other securities.*
  2. *Bridget Flad Daniels, Senior Pastor, and either Sandy Polarek, Moderator, Clay Reese, Stewardship Ministry Chairperson, or Jeff Gibson, 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 Winnie Hutjens, Financial Secretary is granted access to all information and records pertaining to such stocks, bonds or other securities.*
  3. *Bridget Flad Daniels, Senior Pastor, is hereby authorized to sign checks and make withdrawals from the Church’s checking account (#2912142433) with Associated Bank, and is granted access to all information and records pertaining to such account.*
  4. *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 or her 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 resolved that: the total compensation for housing and salary paid to the Rev. Bridget Flad Daniels for calendar year 2020 shall be \$76,513 of which \$32,901 (43%) is hereby designated to be a housing allowance, and the designation of \$32,901 as a housing allowance shall apply to calendar year 2020 and all future years unless otherwise provided.*
- **Visioning Priorities & Budget:** Bridget reminded us our budget is not sustainable as our surplus will run out this year. She asked Common Ministry to bring together an ad hoc committee to look at our priorities and our budget. Our fixed costs are fixed, and our ministries expenses are already very lean, so the team’s focus will largely be on staffing. Heather has agreed to lead the group. Various suggestions for the group’s membership were brought forth. The goal is for the team to make a recommendation to Common Ministry in August, and for it to be the subject of a congregational meeting in August or September. Motion to establish an ad hoc committee for the purpose of visioning priorities and budget with Heather as lead was approved (Clay/Jeff).
- **Bush Memorial Funds:** Motion that the Richard Bush Memorial Funds be expended only with the approval of Common Ministry was approved (Gail/Heather).

## **Continuing Business**

- **Nominating Committee Update:** Common Ministry was pleased to approve the Nominating Committee’s recommendation of Mark Smith for Vice Chair of Stewardship (Betty/Heather).

- Retention and Roll Review: No report.
- Sex Offender Policy Update: No report.
- Fundraising: Sandy mentioned there are a few ideas, including a bulb sale (reputable mail order nursery gives us a % of sales) which Bridget is handling. Jeff said May 27 has been selected as Union Day at Happy Joe's. Jammie VerGiesen is working to set a day at Heartland Pizza.
- Tech/AV Task Force Update: T loop is not working properly. The contractor has been notified.
- Memorial Garden Update: After discussion, the following motion was approved (Gail/Clay):
  1. *The Memorial Garden Committee shall become a subcommittee of the Gifts & Memorials Ministry; however, the Memorial Garden Fund shall continue to be separately accounted for and shall only be used for the Memorial Garden. The leader of the subcommittee shall be recruited annually by the Nominating Committee.*
  2. *The leaders of the Memorial Garden Committee shall be empowered to expend funds from the Memorial Garden Fund for (1) routine crypt purchase and installation, (2) routine plaque purchase, engraving and installation, and (3) routine Memorial Garden gardening and maintenance. Other expenditures require Common Ministry approval.*
  3. *Because the establishment of "pricing" for use of the garden involves interaction with members of the Congregation and/or their families, the recommendation of the Memorial Garden Committee for price establishment and allocation of proceeds between the fund's Operating/Maintenance account and the Perpetuity Account shall be subject to the approval of Common Ministry.*
  4. *The leaders of the Memorial Garden Committee shall document for Common Ministry approval the uses and purposes of the Operating/Maintenance account and the Perpetuity Account.*
  5. *The leaders of the Memorial Garden Committee shall annually report to Common Ministry on the operation and status of the garden and funds, and shall include such information in the Church's Annual Report.*

**Ministry Updates (if not included in minutes)**

EDUCATION

No report.

GIFTS & MEMORIALS

No report.

INREACH/NEW MEMBER/MEMBERSHIP

New member meetings are scheduled for March 11 at 5:30 (with dinner) and March 19 at 7 p.m. Ministry Chairs are asked to sign up for one of the sessions. New Member Sunday with pot luck lunch will be March 29.

OUTREACH

No report. Sandy reminded us of the February 22 Multi-Cultural Pot Luck at Union.

STEWARDSHIP

Fellowship room painting is scheduled for March 7. Mark Smith has been working with the power companies on energy audits. The lowest hanging fruit is to replace the fluorescent lights. Mark is researching the best ways to accomplish this.

WORSHIP

Betty mentioned the upcoming service of Reaffirmation of Baptism and Name Change. Thanks to Betty, Gail and Sandy for cleaning out and reorganizing the Joy Room.

**Communications: No report.**

Additional: We have received Department of Interior certification that we are part of the Network to Freedom (Underground Railroad).

**Adjournment**

Thank you to Gail for treats tonight!

Motion to adjourn was approved. After prayer, the meeting was adjourned (Jeff/Heather).

Respectfully submitted,

Gail Hohenstein  
Clerk

Next meeting: March 12, 2020 – 6:00 p.m. -- Chapel Classroom

Future Schedule:

<b>Common Ministry Meetings</b>	<b>Gathering Prayer</b>	<b>Treats</b>
March 12	Christie	Betty
April 9	Jeff	Clay
May 14	Sandy	Denise
June 11	Jon	Jon
August 13	Bridget	Sandy
September 10	Betty	Gail
October 8		Christie/Clay
November 12		Nancy
December 10		Heather
January 14		Bridget