

**UNION CONGREGATIONAL UNITED CHURCH OF CHRIST  
COMMON MINISTRY  
MINUTES OF THE MEETING OF APRIL 2, 2020**

<u>Present:</u>		<u>Absent:</u>	
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		
Worship	Betty Bienash		
Communications Coordinator		Avonelle Weist	
Guest(s)			

Meeting held via Zoom.

Moderator Sandy Polarek called the meeting to order at 6:00 p.m.

**Additions to the Agenda:**

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

**Gathering Prayer:** Jeff shared a prayer.

**Open Forum:** None.

**Ministers' Reports:** Bridget will get the appropriate forms and is working with Winnie for submitting a claim under the CARE Act to offset payroll and utilities cost during the COVID-19 shutdown. Motion to authorize Bridget take out the loan approved (Gail/Achim). It was mentioned that the Greater Green Bay Community Foundation and the United Way may also be available sources of grants for non-profits.

Bridget reviewed her Family Leave plans. She said the Pastoral Relations Committee recommended she really “unplug” while on family leave. Jon will be available while she is gone. Her intention is to be in contact with Jon and Eric about once a week. She reminded us that in our Church, the Annual Meeting is the deciding polity. When not in the Annual Meeting, Common Ministry is the deciding body, not the Pastor. Sandy added that she would appreciate Jon checking in with her regularly and if something arises that she should be aware of.

Jon spoke to the anxiety we are all living with, and noted that Bridget’s leave may increase that anxiety. Jon will do his best in the interim to pick up the pieces. Regular communication will be important. Maundy Thursday planning is going forward. The Jazz concert planned for April 22 will not be a face to face event, but may be a “pop-up” concert. The jazz grant has been extended through at least November. Jon is completing a written report on the Catalyst Grant for WI Conference website. He has been in regular communication with Rolf Luloff regarding Brain Center efforts during the pandemic. He is in contact with the Lilly Grant folks. The Education Ministry starting a Wednesday night series inviting people to read an

article and join in a virtual conversation about it. Jon will coordinate with Julie Harder to ensure no conflicts with Seminary Secrets.

### **Clerk's Report**

Approval of the minutes for the regular meeting of March 12 and the special meeting of March 19 was deferred until the next meeting.

### **Treasurer's Report**

Jeff shared his monthly report (see attached). He noted one adjustment—the G&M contribution should be 12,500, not 8,333. He will adjust and send revised report. Motion to accept the report approved (Heather/Achim).

### **New Business**

- NE Association Delegates and WI Conference Delegates: Both meetings have been moved to another date but we will still need delegates. Steve Jones will be one delegate. Jon willing to be the other. Motion to approve Steve and Jon as delegates approved (Betty/Jeff).
- Communications to Congregation – Finances: Jon will work with Bridget on a letter to the Congregation on the subject of the Church finances and reminds members of the good the church is doing and the need for continuing financial support.

### **Continuing Business**

Priorities & Budget Update: Heather reported that the group, composed of:

Bridget Flad Daniels  
Heather Collins  
Sandy Polarek  
Jeff Gibson  
Ryan Rieth  
Betty Hartman  
Nicole Polarek  
Jeff Carels  
Susan Forsythe  
Barbara McClure Lukens

is meeting every other week. The building costs are pretty much fixed. Ministries expenditures are bare bones. Additional income is going to take longer than the next 6 months to develop, so at least for 2021, it is likely staffing will look different. The group has gotten information from staff about their roles and work. Congregational feedback will begin in May. Bridget added that one of the sub-teams is meeting with the ministries as well.

- Memorial Garden Sculpture Update: Bridget reminded us that Barbara Kollar has commissioned a sculpture for the Memorial Garden. Work is underway. When appropriate, the artist would welcome visitors to see the sculpture.
- Congregational Calls Feedback: Folks have been generally happy to hear from us.
- Fundraising -Bulb Sale, May 27 Happy Joe's: It is expected that the Happy Joe's date will stand, although likely as a take-out event. Achim will check with the Neighborhood Assn regarding their rummage sale weekend.

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

#### EDUCATION

No report. Teachers have been communicating with their classes. YCA has been meeting virtually.

#### GIFTS & MEMORIALS

No report.

INREACH/NEW MEMBER/MEMBERSHIP

Next meeting is April 30 to plan for May-June. They have talked about some on-line board games with Congregation members and maybe an on-line coffee hour for Easter. The May 31 picnic is up in the air at present.

OUTREACH

Souper Cooks was cancelled by the NEW Community Shelter for March. Likely to be canceled for April. Bridget has included information in the newsletter about a couple of organizations the church works with who have needs.

STEWARDSHIP

Stewardship keeps checking for leaks above the organ and is considering updating the web payment portal. The floor in the Cloud room looks great, but the trim along the edges needs attention. Clay will contact the contractor.

WORSHIP

The virtual Holy Week services reflected the creativity of pastoral staff and tech support folks and brought us meaningful ways to worship together. Many thanks to Shaun and Clay for their volunteer efforts. If online worship continues for much longer, Bridget informed us that she will work with Shaun to determine a fair rate of pay for his extensive work. Bridget added that keeping Easter flower notice in the Bulletin is intentional. Donors can pick up flowers in B's driveway after the service.

**Communications:** No report.

**Adjournment**

Motion to adjourn was approved. After prayer, the meeting was adjourned at 7:25 p.m. Heather/Denise

Respectfully submitted,

Gail Hohenstein  
Clerk

Next meeting: May 21, 2020 – 6:00 p.m. -- Chapel Classroom

Future Schedule:

Common Ministry Meetings	Gathering Prayer	Treats
May 21	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

**Union Congregational UCC  
Treasurer's Report  
March 2020**

<u>Income</u>	<u>2020 Actual</u>	<u>2020 Budgeted</u>	<u>2019 Actual</u>
January	\$80,947	\$91,733	\$103,568
February	23,891	19,039	12,498
March	29,554	21,141	19,535
April	-	-	-
May	-	-	-
June	-	-	-
July	-	-	-
August	-	-	-
September	-	-	-
October	-	-	-
November	-	-	-
December	-	-	-
<b>Total</b>	<b>\$134,392</b>	<b>\$131,913</b>	<b>\$135,601</b>
 G&M Cont.	 \$8,333	 \$8,333	 \$8,333
 <b>Total Revenue</b>	 <b>\$142,725</b>	 <b>\$140,246</b>	 <b>\$143,934</b>
 <u>Expenses</u>	<u>(thru Mar 31)</u>		
Actual:	\$35,533		
Budget:	\$47,548		
Last Year:	\$52,277		

**Comments:**

Pledge plus Non-pledge income for March (~\$26,000) exceeded our budgeted estimate for all revenue sources by about \$5,000. Receipts of One-time Gifts, Prior Year Pledges and Room Rentals fell continue to lag, but the gap between actual and estimated receipts has shrunk by about \$5000. Expenses were about \$12,000 under budget for obvious reasons. For the year Building Maintenance is still over our estimate, but has improved.

Respectfully submitted,  
Jeff Gibson, Treasurer