

**UNION CONGREGATIONAL UNITED CHURCH OF CHRIST
COMMON MINISTRY
MINUTES OF THE MEETING OF MAY 21, 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: None.

Congregational Joys and Concerns: Joys and concerns were shared.

Gathering Prayer: Sandy shared a prayer.

Open Forum: None.

Ministers' Reports: Bridget shared she has been on family leave since May 3 and their family is rejoicing in their addition. She is grateful to the congregation for the opportunity to celebrate Josie and become a family together. Jon shared that the staff met today, and things are moving along. He expressed thanks to the staff for their flexibility and professionalism during this time. Jon is working on an initiative with other clergy and with Mauthe Center for a series this coming fall. He has been following Ed Tucker's writings about the church and its architecture, and is hopeful it will turn into a picture book fundraiser. Brain Center is not opening yet.

Clerk's Report

Outstanding minutes pended until June.

Treasurer's Report

Jeff distributed his report (see attached). We were approved for Payroll Protection Plan loan. We will show a receipt in May of about \$77,000 which will be tracked independently to make sure it is expended for appropriate uses. (The loan need not be repaid if spent on payroll and utility costs, which will be our situation.) Bridget added that a number of households have made their full year pledge out of their normal pattern, so that will likely impact giving later in the year.

Motion to accept approved. (Heather/Christie)

Ministry Updates (if not included in minutes)

EDUCATION

Looking for volunteers for next fall.

GIFTS & MEMORIALS

Nicole moved approval of a donation \$3,300 to We All Rise to offset ½ of its rent for office space. She stated the organization is an African American resource center doing amazing work in the community, which falls in line with the mission of Gifts & Memorials, especially its Cora Nelson Fund component. Bridget added she has referred many people there for rent assistance, food assistance, help with landlords as well as many other issues. Sandy recommended that Outreach keep them in mind for the future needs. Christie was very supportive. Second Jeff Gibson. Approved.

INREACH/NEW MEMBER/MEMBERSHIP

Denise said that things that had been planned have been pended. She hasn't received many picnic recipes, but has tracked down some of the old recipe books which have some which could be used.

WORSHIP

Steve Hartmann will preach on June 7 and Jan Davis on June 14.

OUTREACH

Outreach will be meeting on June 1 and looking for opportunities to help in the GB Community during the COVID-19 response.

STEWARDSHIP

The roof inspection revealed a couple of hairline fractures in the copper tub. It will be caulked and we are getting a quote on addition of a rubber membrane. Also getting a quote on the Mayflower wing roof and shingled part of the sanctuary. A new light for the organ was purchased. The Fellowship Room floor looks great. There is one pending issue with the double quarter round. Ceiling tiles, touch up paint, AC unit may need attention. Clay will talk to Brain Center about getting a standalone AC unit if they are going to be there during the summer. Happy Joe's fundraiser is coming up. They will not be open for dining, but will do carry-out or delivery. Bulb sale brought in \$229.50. The variety available was limited due to COVID-19 shipping restrictions. Jammie looking at a Heartland day in August. Stacie is researching online options for auction. Blessing Box is in the works. Outreach is anxious to get it up and running. Thank you to Mark Smith who re-lamped the entire downstairs. And thank you to the group who mulched the gardens.

Communications: No report.

New Business

- Online Payment Policy: Jeff distributed a draft policy necessary for our use of Vanco (on-line giving vendor). (We need the policy to avoid a fee from the vendor.) The policy is based on their template. He asks that we review it and vote on it in June. Please give questions to Jeff in sufficient time before the next meeting so he can address them with the vendor.
- Reopening the Church Discussion: Bridget and Sandy shared a draft proposal. It is likely we are going to be virtual at least through Labor Day, given infection rates in Brown County and the number of our members with age/medical condition factors. Even when we do open, it may mean in waves or cyclical. Worshipping together in an enclosed space for an hour, particularly with singing, raises concern for community spread. It was agreed that services and other meetings will be virtual at least through Labor Day. Bridget will write a communication to the Congregation. Several task forces were set up to look at different aspects of re-opening. (1) Policies for outside groups that use the

church building (Jon, Gail, Nicole, Clay and/or Christie), (2) Worship Team (Betty, Jeff, Heather), (3) Technology for continued broadcast when we do open up (Jon, Clay, Jeff). Outreach and Inreach issues will be handled by the applicable Ministry. Bridget encouraged the teams to invite participation from one or two people who are not on Common Ministry or active in a Ministry.

Continuing Business

- PPP Loan Update: Bridget added (from above) 10 weeks of salary for our staff. Churches are eligible as they are employers. Bridget will communicate with the congregation.
- Priorities & Budget Update: Surveys have been sent out to the congregation.
- Memorial Garden Sculpture Update: Installation may be delayed due to materials delays.
- Fundraising - Bulb Sale, May 27 Happy Joe's: Pizza next Wednesday.

Adjournment

Motion to adjourn was approved. After prayer, the meeting was adjourned at 8:10 p.m. Heather/Jeff

Respectfully submitted,

Gail Hohenstein
Clerk

Next meeting: June 11, 2020 – 6:00 p.m. -- Zoom

Future Schedule:

| Common Ministry Meetings | Gathering Prayer | Treats |
|---------------------------------|-------------------------|---------------|
| 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
April 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 | 47,819 | 32,925 | 30,012 |
| May | - | - | - |
| June | - | - | - |
| July | - | - | - |
| August | - | - | - |
| September | - | - | - |
| October | - | - | - |
| November | - | - | - |
| December | - | - | - |
| Total | \$182,211 | \$164,838 | \$165,613 |
| | | | |
| G&M Cont. | \$16,667 | \$16,667 | \$16,667 |
| | | | |
| Total Revenue | \$198,878 | \$181,505 | \$182,280 |
| | | | |
| <u>Expenses</u> | <u>(thru April 30)</u> | | |
| Actual: | \$164,074 | | |
| Budget: | \$181,633 | | |
| Last Year: | \$177,925 | | |

Comments:

Pledge plus Non-pledge income through April exceeds our budgeted estimate by approximately \$28,000. Receipts of One-time Gifts, Prior Year Pledges and Room Rentals fell continue to lag, but the gap continues to shrink month to month. Expenses were about \$17,500 below expected for the YTD. For the year Building Maintenance is very close to our estimate.

Respectfully submitted,
Jeff Gibson, Treasurer