

Bethlehem United Church of Christ

Leadership Council Minutes

December 8, 2015

Attendance: Kurt Schmerberg, Michelle Loukotka, Shannon O'Reilly, Karen Samford, and Pastor John Kennedy. Fritz Port attended by speaker phone. Invited Guests: Sue Buday and Jeff Wortman.

Excused: Dennis Huibregtse, Cresson Sloten.

- 1) Call to Order and Opening Prayer: Kurt opened the meeting at 7:00PM. Pastor John offered a reading and opening prayer.
- 2) Approval of Agenda: Kurt had circulated an agenda. Additional item: Financial report. A motion for approval as amended was seconded and carried.
- 3) Approval of Minutes: No changes were suggested. A motion for approval was seconded and approved.
- 4) Receipt of Nominating Committee Report: The roster prepared by the nominating committee was presented. Committee recommends the following for elected leadership positions: Sue Buday, President first term; Karen Samford, Secretary 2 year term; Kris Lovelace and Sue Wortman, Leadership Council members at large, 3 year terms; Jeff Wortman, Finance Ministry, 3 year term; Steve Darr 3 year term and Tom Ziesemer 2 year term on Facilities; Jane Nicholson, 3 year term, Education; Kirsten Parin, 3 year term, Welcome; Jane Ziesemer, 3 year term, Fellowship; Sue Irwin and Marilyn Pearson 3 year terms and Paul Marshall 2 year term on Cemetery Board. The LC complemented the Nominating Committee for their work. No suggestions or changes were offered. A motion to approve the slate without change was seconded and approved.
- 5) Financial update: John and the LC recognize that the Finance Ministry has done an excellent job. Jeff Wortman presented a YTD overview of the finances: Based on Jan-Nov data there is an expected shortfall of funds. While there has been savings achieved in many areas there are budget overruns in others, i.e. heating costs are \$14,000 more than projected. Revenue is under projections. Pledged income is less than budgeted and is under the Intent to Give commitments received. It is unclear why pledged income is under the commitments received. Right now income is \$62,040 short of budget. The budget assumed a \$53,800 loss due to one-time extraordinary expenses, however if trend holds through the end of the year, income will be approximately \$88,800 less than projected expenses.

Suggestions include direct allocation of some reserved funds toward their specific ministry areas such as McKay and Hutzler funds for Outreach. More information will be available as the year end draws closer.

Audit was clean every penny was accounted for. Audit looked at documentation of income and disbursements but it did not look at procedures.

The proposed Bylaw amendment regarding Audit Committee was discussed. Since the Finance ministry team is doing oversight and is not spending money, the LC felt that the Finance Ministry (not the LC) should do oversight of the outside auditor if we eliminate the Audit Committee. The plan is to prepare the proposed bylaw amendment resolution to present this proposal for consideration at the congregational meeting.

6) Setting Date of Annual Meeting: Due to an afternoon concert on Jan 24, the LC proposed to have the meeting on January 31, 2016. A motion to have the congregational meeting on 1/31/2016 after the 10AM service was seconded and passed. The Topics are Annual Election ; Audit Report approval; Budget Approval; Bylaws Revision; Other business.

7)Task Force Updates: ONA will be meeting this week. Committee is reviewing and drafting proposed Covenant Statements.

8)Bylaw Amendment regarding Audit Committee: As discussed under #5 we will have proposed resolution prepared and ask for Congregational approval at annual meeting.

9)Compass Visioning follow-up: Cresson is working on this and hopes to meet with the volunteers on final focus words prior to the end of the year or early 2016. Kris Lovelace's rendition of the Compass was distributed to the Council.

10) Other Business Worship ministry presented plan to move announcement time to just before 10AM. Will ring bells at 9:50 play prelude, and at ~9:55 Pastor will read announcements. Announcements need to be provided to the office in writing by noon on Friday to be included in Sunday announcements.

11) Book Study: Real Good Church Chapters 3 & 4. The discussions were relevant and excellent.

12) Adjournment and Lord's Prayer. The meeting was adjourned at 8:55 PM.

Respectfully submitted

Fritz Port, Secretary