

Bethlehem United Church of Christ
Leadership Council Minutes
November 14, 2017

Present: Sue Buday - President, Judy Coucouvanis, Shannon O'Reilly, Kris Lovelace, Karen Samford, and Pastor John Kennedy **Not Present:** Ron Dechert and Sue Wortman

Pastor John opened the meeting with prayer.

● **A motion, at the recommendation of the Nominating committee, to place John Samford on the January ballot for the position of President was approved.** John Samford joined the remainder of the meeting.

Education Team proposal for child/family space – Jane Schmerberg went over the plan to create a space in the sanctuary to make it more welcoming and inclusive to people of all ages and abilities. The Facilities, Worship, and Welcome Ministry Teams are all on board with this plan. The Leadership Council went to the sanctuary to get a better feel for the proposal.

● **A motion to accept the Education Team plan for a child/family space as proposed, with Education to return to obtain final approval of the carpeting and furnishings, was approved.**

● **A motion to accept the minutes of the October 10, 2017 meeting was approved.**

2019 Budget Requests – Finance is asking all Ministry teams and the Leadership Council to start their budgeting with what they actually spent this year, rather than looking at last year's budget. Leadership Council will decrease the Task Force Support budget line item from \$750 to \$250. Shannon will check with Carol on the cost of the last retreat prior to our setting the Leadership Development budget line item.

● **A motion to increase giving to "Our Church's Wider Mission" to \$14,000 annually was approved.**

Facilities –

● **A motion to accept Facilities' recommendation to delay updating portions of the men's restroom on the sanctuary level until after Easter was approved.**

Updating the restrooms in the office hallway will also have to wait until after Easter.

Pastor John's Report – John praised the presentation Roy Muir made Sunday on "Stewardship 2018". John talked about the benefits of taking Stewardship out of Finance and that next year we need to keep that in mind and create a Stewardship Task Force. He also spoke of our need to invest in the church, celebrate the work that has been done, and continue to articulate our vision.

Kris Lovelace presented a request from the Welcome Team, with their offer to provide funds, to reprioritize updating the lounge as the next improvement. The Leadership Council agrees the lounge needs to be updated and will address it in the new year.

Current Priorities for Updates –

Office hall floor and painting the entry and the hall (prior to Christmas, if possible) followed by the restrooms in the office hallway.

Leadership Council Action Items –

Refocus on renting space in the church, meeting with a commercial building rental company in February, 2018.

Develop a multi-year plan to prioritize non-structural Capital Projects (Pastor John, Sue Buday, Ron Dechert,

and from Facilities Steve Darr and Tom Ziesemer) to be brought to the leadership council for final approval.

Create an on-going Stewardship Task Force.

The meeting was closed with the Lord's Prayer.

The next regular Leadership Council Meeting will be December 12 at 6:00 p.m.

Submitted by Karen Samford, Secretary

Bethlehem United Church of Christ
Leadership Council Minutes
October 10, 2017

Present: Sue Buday - President, Ron Dechert, Kris Lovelace, Karen Samford, Sue Wortman and Pastor John Kennedy Not Present: Judy Coucouvanis, Shannon O'Reilly

As we did not have a September meeting, the following was voted on by email:

- **A motion to apply for a Liquor License to be used for our Oktoberfest celebration to be held on October 6, 2017 was approved.**

A meeting was held with Roy Muir for a presentation of his vision for the stewardship campaign this year.

Pastor John opened the October 10th meeting with prayer.

- **A motion to accept the minutes of the August 8, 2017 meeting was approved.**

Pastor John's Report

Stephen Ministry Program – Kurt Schmerberg provided an update.

The Stephen Leaders have molded their Mission, Vision and Goals to align with those the Leadership Council established for the church. Three information sessions will be held in October to promote the Stephen Program and raise awareness in the church community. In November and December they will be identifying and recruiting participants for the initial Stephen Minister class. In November the Stephen Leaders will conduct a Bible Study and deeper look into the program and what it means to be a Stephen Minister. The initial 50 hours of training will be held January through March with the class commissioned on Palm Sunday, March 25, 2018.

Stewardship – Plan to have the kick off November 12th with short talks during the Sunday services in November by the Leadership Council and other Ministry Teams. We will not be ready to meet with Roy on October 16th as planned. Sue will let Roy know and we will use that meeting to come up with an action plan.

Ministry Team Reports

Education Ministry Team and Lily will be meeting with Facilities, Welcome, Worship and Pastor John to explore possibilities for making the sanctuary more welcoming for people of all ages and abilities. They will bring the final proposal to the Leadership Council. Ideas include a “kid-friendly” space where some pews would be removed, adding a rug, one or two small tables and a couple of rocking chairs. They plan to use the funds donated by Lois Heaussler and dedicate the kid-friendly space as Lois's Corner. In addition they would like to modify some pews in the full sanctuary so that individuals in wheelchairs can sit with other congregants.

Facilities

Facilities has asked about replacing the ceiling in music room – This is not in our list for 2017.

The Leadership Council asked Kris Lovelace to take the lead on selecting the color for painting the first floor hall and choosing the flooring for the office hallway.

The work on the men's restroom on the sanctuary level restroom should come in at budget. The window is yet to be repaired and the brick painted.

Upgrades are being planned for the restrooms in office hall.

A new leak in old medical loan closet was contained by the new flooring. The company that did the roof repairs has been called, as this should be covered under warranty.

Fellowship Hall Update – The committee is asking Phoenix to provide information on the difference in cost between two of the most liked plans.

Leadership Council Action Items –

- Update the rate schedule for rental space
- Prioritize Capital Projects

The meeting was closed with the Lord's Prayer.

The next regular Leadership Council Meeting will be November 14 at 6:00 p.m.

Submitted by Karen Samford, Secretary

Finance Ministry Meeting Agenda and Minutes – November 9, 2017

AGENDA

- 1) Call to Order 7:05 pm Jeff Wortman, Ken Tappe, Shannon O'Reilly & Pastor John
2. Review and Approval of October minutes. *Approved by consensus*
3. Financial Review for last month. *Lawn care over budget – contains parsonage now as well as church. At the parsonage there was new mulch laid, 2 trees removed and lawn mowing. One on One is sending a check for \$2,000 towards back rent. They will not use the gym any more this year, but wants to use again after the first of the year. FMT confirmed its strong belief that all rents must be paid up front before the building is used.*

Overall review /forecast of this year's financial status

1. Offerings – pledged and non-pledged look like they will come in a little over \$20,000 short of plan. Pledges are expected to be \$12,500 short, Non-pledged Giving looks to be about \$8000 short of last year's level.
2. Rental Income will be approximately \$6,000 short with no replacement for 1on1 renting the gym.
3. Expenses appear that they will be underspent by approximately \$21,000.
4. We expect the deficit to come in close to the plan (\$102,500) or perhaps up to \$5000 greater (worse). Of the planned \$102,500 deficit, \$23,000 was planned to be funded from various funds leaving the net deficit at approximately \$78,900.
5. One key item of good news for this year is that our investment account has increased in value by \$100,000 which is a fortunate windfall to support our deficit in 2017. This is still not a net gain considering major foundation repairs that were funded for \$50,000

Rental Income

1. Rental Income has represented 10% of our annual income to support the church and its programs.
2. We want to urgently request that someone be identified by Leadership Council to promote and manage rentals for Bethlehem to preserve and grow our rental income. Clearly this needs to include policy and rate decisions to support this endeavor in a consistent manner. **The 2018 forecast for rental income is \$9200 less than 2017 without a replacement for 1on1's use of the gym.**
3. Aside from room rentals the gym seems to have tremendous potential for rental income. 1on1 is and has not been a reliable user/renter of the gym in 2017. Bethlehem needs to find one or more renters for the gym if we hope to continue our historic income levels. With respect to this year's financial status

Jeff has contacted Leadership Council regarding the shortfall on giving and projected deficit, the need for a building rental policy, and a group/individual identified to handle rentals.

4. Reconciliation for last month *Reconciliations for October are done.*
5. Leadership Council Update
 - A. Stewardship Plans and Schedule *Packets will be handed out this Sunday. Dec 3rd is when pledge cards can be brought forward in church. Testimonials on the next 3 Sundays.*

B. 3-5 Year Capital Plan or current facility plan *no movement on this as yet*

6. Unbudgeted Funding Requests *No requests at this time*

7. 2018 Budget Planning Tasks, Schedule & Updates **See notes below**

Special topics – covering Sunday School teacher salary, denominational giving details, McKay contributions to operating budget over-committed in 2017, Rental Income Forecast Confirm Stewardship Schedule

LC review after December 14 – date tbd

Ministry Team budgets by December 3

Review with Ministry Teams – January 6

Notes:

1. *2018 budget – a cover letter and budget went out to all the ministry teams this week. Proposed individual budgets are due December 3 so that a consolidated budget can be built and reviewed.*
2. *Leadership Council has been asked to evaluate and recommend appropriate giving in the following areas as the current level of giving has been constant and not reviewed for at least 10 years.*
 - a. *Denominational Giving – Who should decide what amounts to give?*
 - b. *OCWM – National and Michigan associations – they are encouraging churches to up their gift, but our giving has been flat for a long time.*
 - c. *Covenant Association – This is the covenant in Michigan that our church is a part of.*
 - d. *CUE – Support of 3 seminaries*
 - e. *John will request info, brochures etc. from OCWM on what they encourage churches to give and what they spend their funds on.*
3. *It was decided to skip presenting the preliminary budget to Leadership Council in December as in the past. By presenting the budget to LC and the Ministry team leaders in the Jan 6 meeting it will save a meeting, avoid a real crunch in December with a more complete view for all to discuss and assess in early January.*

Future Changes to Budget Cycle under Consideration

4. *Finance wants to start a discussion that would change the program/budget year – The idea is to line up the budget with the church program year which starts in September. The current budget cycle splits budgeting across two program years. It would better align with the program year and planned expenses and would avoid the extra work of budgeting and planning during the busy Advent season. Moving the fiscal year end away from December would also avoid a big financial unknowns when last minute offerings usually come in. This would involve moving budgeting and stewardship to the April-May-June timeframe so we have budget approval before people disappear for summer months, and each ministry team then know what they have for their “program year” instead of looking at a calendar year that spans parts of 2 program years.*
5. *Details and Logistics need to be discussed further to see if this is workable and acceptable to the congregation. This will require a vote of the congregation as it would change the by-laws.*

8. Communication topics
 - A. After a discussion on promoting AmazonSmile to gain donations to Bethlehem by anyone using Amazon for shopping it was decided to promote this in *the "Refrigerator Page" weekly and The Visitor, monthly.*
9. Next Meeting – December 13 at 7pm
10. Adjourn 9:05

Submitted by Jeff Wortman, Chair

Facilities Ministry Team – Bethlehem UCC

Meeting Minutes of November 13, 2017

Present: Steve Darr, John Irwin, Tom Ziesemer, Michelle Loukotka, and Carol Leyshock

Absent: Rev. John Kennedy and Ron Dechert

The meeting was called to order at 5:03 pm. The minutes from October 9, 2017 were approved with no changes.

OCTOBER FINANCIAL REPORTS:

Total facilities expenditures were within budget (83%) because of lower insurance and caretaker expenses than budgeted. Maintenance & Repair is \$140 over budget. Only \$582 is left in Emergency Repairs. Utilities are higher than budgeted.

Memorial & Gift Funds: \$2750 was paid from the General Memorial Fund for the new refrigerator. McKay expenses included \$1369 for the men's sanctuary level restroom renovation and \$1000 for painting and new lights in the medical loan closet.

OLD BUSINESS:

1. Phoenix Construction/Dining Room Renovation – Mark Hiser is still putting together a preliminary budget and project plans. He should be able to make a presentation shortly.
2. Foundation repair – S wall – Payeur Foundation Co. started work on 11/6/17. The support wall cement has been poured and waterproofing starts tomorrow. A down payment of \$16,210 was paid from the General Memorial Fund.
3. Tuckpointing – Grunwell-Cashero completed the work at the east and west exteriors of the gym on 10/30/17. The invoice has just been paid (\$4850 Feldkamp).
4. Exterior sanctuary door refinishing – Randy plans to finish the job this Wednesday (11/15).
5. Storage door next to art room – The door is completely repaired and now closes.
6. Music room ceiling replacement – Neither Leadership Council nor Finance approved the expense.
7. Medical loan closet – The \$2050 bill was paid by McKay (\$1000) and Emergency Repairs (\$1050).
8. Exterior sanctuary window repainting – We received 2 quotes: Todd Tribble - \$2,247 and ML Quality Painting - \$650. Facilities approved the ML Quality bid. Carol will call and schedule it.
9. Window in sanctuary utility room – Tom and John I. installed the insulation.
10. 2017 Capital Projects:
 - a. Leadership Council priority list – 1st floor restrooms and hallways:
 - i. Men's sanctuary level restroom –
 1. \$3500 was approved from McKay Property Maintenance by Pastor John.
 2. Costs to date: \$2901 for ceiling, lights, painting the walls and radiator, window repair and new screen.
 3. Facilities recommends completing the following now:
 - a. Replace sink faucet
 - b. Replace urinal flush handles and drain covers
 - c. Touch up the paint on the walls, windows and radiator.
 - d. Refinish the 2 wood entry doors.
 4. It's recommended that the following wait until after Easter:
 - a. Replace toilets
 - b. Strip and paint toilet partitions

- c. Refinish terrazzo floor
 - ii. Men's and women's 1st floor restrooms and hallway – These await Leadership Council decisions.
11. One on One rental – They are not returning until winter 2018. They do plan to pay the \$2,000 they owe in back rent.

NEW BUSINESS:

1. 2 new leaks in roof – These were found in areas that Butcher & Butcher (formerly Frisch) already repaired: Above Medical Loan Closet and above gym locker room. They've been called again.
2. Snow removal contract – Canopy Landscape is not increasing their rates this year. They expect a 3-5% increase next year and offered a 3 year contract to lock in this year's rates. Facilities voted to approve the 3 year contract.
3. Light under 5th Ave canopy – It's dark under the new canopy. It's been proposed that we install a new light. Facilities decided to replace the light bulb in the globe light across from that door first. If it doesn't give enough light, consider replacing with LED next, then reconsider.
4. The dishwasher was just repaired today by Hobart.
5. Hallway mats – They've all been cleaned. Facilities decided they should be laid back down in the Welcome area and along the 1st floor hallway at the end of November.
6. Education Ministry Team proposal – Facilities agrees with their proposal to remove some sanctuary pews and create family and wheelchair space. It's up to the Leadership Council to make the final decision.
7. Parsonage drain backed up – The parsonage drain backed up again in the basement. Roto-Rooter was called and the carpeting in the den will be cleaned.

2018 BUDGET:

1. Facilities operating budget – The draft budget prepared by Carol was approved with changes.
2. Capital budget – The Facilities team made a list of recommended capital projects for 2018.

TABLED ITEMS:

1. Sanctuary air conditioning – on hold pending decisions regarding the dining room renovation.
2. Scott Lovelace's spreadsheet – awaiting Leadership Council prioritization.
3. Solar energy project – Tom and John I. are working on this.
4. Office window replacement – tabled by Facilities until 2018. Under consideration by Leadership Council.
5. Basement window repainting – There is deterioration of many of the basement window frames. Tabled until 2018.

The meeting was adjourned at 6:45 pm.

NEXT MEETING: Monday, December 11, 2017 at 5:00 pm.

Respectfully submitted,

Carol Leyshock, Parish Administrator

Education Ministry Team Minutes

November meeting held October 25, 2017

Present: Jane Schmerberg-chair, Jan Edie, Eileen Koprowski, Nancy Pieske, Karen Samford and Lily Tinker-Fortel

Not Present: Julie Feldkamp, Wanda Modica, Diana Slaughter

Lily opened with prayer.

Preschool Teacher – Kelsey Postler did a nice job on her first lesson last Sunday.

Youth Singing – Lily will speak with Arianne to establish which Sundays the youth will sing. 1st Sundays would work well. Also, teachers need to know how much time will be taken during classes to learn the song so they can plan for the shorter lesson time.

Mission Project - Ruth Ellis Center – They could use sweat shirts, underwear and socks. Jane will try to get something in the Visitor. Food which is easy to access would also be good. Perhaps we could do clothing now and food later in the year. Some of the mitten tree collection will go to Ruth Ellis. Rita from Washtenaw Refugee Welcome would like extra-long scarves.

Karen will see what other groups collected toys etc. last year.

Lily will ask the Youth Group what they might like to do for Ruth Ellis. Perhaps they could print t-shirts.

Skate Against Hate – went well, we had a table where we made buttons, and gave out some pretzels. It was a multigenerational event with speeches from community leaders. Our new logo was on the shirts which were given to workers who met 4 new people.

Halloween – The Youth Group is creating the Haunted House but might need people to help on Sunday.

Christmas Play – Jane would like all who have parts to have a full script. Jane and Lily will meet to do some planning. Eileen is working on costumes.

Living Nativity – Tom Z has asked EMT to recruit families and kids to participate on December 1st.

Sanctuary – Jane is trying to get representatives from the various Ministry Teams together to get the kid friendly space going.

Next meeting will be December 6th.

The meeting was closed with the Lord's Prayer.

Submitted by Karen Samford

Worship Ministry Team Minutes

Thursday, October 19, 2017

Present: Caroline Ashenfelter, Harriette Ehnis, Pastor John Kennedy, Gary Rogers and Tom Ziesemer

Absent: Arianne Abela, Sue Buday and Jennifer Vasquez

Old Business

1. Time plans for the Living Nativity, as follows, animals will be in place by 6pm; the 1st reading will begin at 6:30 and should go approximately 30 minutes. A second reading of the story will start at 7:30. Jane Schmerberg has volunteered to help recruit actors for the tableau and a sign up will be started to recruit singers for the carols. Jane has suggested that we provide food for the actors/carollers before/during the tableau. Shannon and Pat O'Reilly are helping with costumes. Hand/foot warmers should be provided depending on weather. Jim Stadel and Jesse Wilcox will be setting up/running the sound system (borrowed from Stevie D. And the Wannabes). Welcome and Fellowship are providing German pretzels and hot chocolate that will be set up on tables outside of the 4th Ave. school building entrance. Tom plans to secure a 2x3 ad to be run in the Observer, the cost will be \$349. After discussion of where those funds could be found, Gary graciously offered to sponsor the advertisement. Harriette and Mike Ehnis will be donating the money necessary to produce the yard signs that will be placed on neighboring streets the day of the Nativity. Tom also discussed reaching out to CTN to see if they will come to film the tableau.
2. There will be one service the morning of Sunday, December 24th at 10:00am, the 8:30am service will not be held. Pastor John will be talking with Lily to see if she is willing to take the lead on the 5:00pm Christmas Eve service. Both the 7:30 and 11:00pm services will be held that evening. We need to verify that Arianne has set up the harpist for the 11:00pm service.
3. Pastor John is agreeable to having a memorial service for Alethea Helbig. He is not aware of any personal wishes on her part to forego a service. A date should be chosen, perhaps mid-week, midday in late November or early December and then Pastor John would like to meet with several of her closer friends (2-3 people at most) in order to gather some information to be included in the service.
4. Gail sent a thank you note to Worship Committee to show her thanks for the recognition Sunday held for her on September 24th.

New Business

1. Totenfest will be performed much like last year. 2 tables will be set with taper and tea light candles at the front of the sanctuary. Names of members lost over the past year will be read aloud and any family members present will be invited to light a taper candle

for their loved one. There will also be a taper candle lit in remembrance of those in the Armed Forces. The tea lights will be available to light following Communion (served by intinction) by anyone who wishes to do so. Pastor John has requested that members of the bell choir ring from the balcony in addition to the steeple bell being rung with each name. Caroline will contact Jim Rowan to see if he can accommodate this request. Tom Z. has already offered to help Matt Perros ring the bell in the steeple; Caroline will email Matt so that he is aware.

2. New Year's Eve Day, December 31st, falls on a Sunday this year. The plan will be to hold only one service at 10:00am due to expected low attendance numbers.
3. Pastor John and Lily have already discussed planning a Blue Christmas service this year. A date was discussed at the staff meeting on Tuesday of this week; Pastor John could not recall the specific date at this time. Caroline will email Donna regarding all Christmas/New Year service plans discussed at this evening's meeting.
4. Arianne has already submitted a request for increased funds for the 2018 budget to bolster pay for the section leaders. Monies should also be budgeted for the Living Nativity (animals, advertising, refreshments) if we plan to have it again in 2018. Budget worksheets will be due December 1st to the Finance Committee. Any other requests for budget changes/increases should be brought to the group soon.
5. Arianne brought a request forward to hold a concert for Audivi at the church in 2018. She wondered if the \$1200 was available for them as it was at their last performance. After discussion, the group decided that Audivi could hold a concert at the church as any group/performer could, but the funds are not available (Bethlehem Bridges was dissolved). Any requests for performance date, etc should be made to Carol Leyshock. Caroline will plan to talk with Arianne and let her know.

Closing Prayer

Meeting Closed at 8:50pm

Next meeting is planned for November 16, 2017 at 7pm.

Respectfully submitted by

Caroline Ashenfelter

Worship Ministry Team Minutes

Thursday, September 21, 2017

Present: Caroline Ashenfelter, Harriette Ehnis, Jennifer Vasquez

Absent: Arianne Abela, Sue Buday, Pastor John Kennedy, Gary Rogers and Tom Ziesemer

Old Business

1. Gail's Recognition celebration is planned for this Sunday, September 24th following the 10 o'clock service. The office has received many cards and monetary donations and Jennifer has received pictures and testimonial stories to put into a book; everything will be presented to Gail following the service. Food and flowers have been ordered. Harriette would like something mentioned during the first service and have treats available at that coffee hour. Caroline will take care of this request.
2. Heritage Sunday (discussion held since Pastor John is not present this evening).

New Business

1. Tom Z. would like to-go cups available at the 8:30 service coffee hour to allow for congregants who socialize between the services to be able to take their beverage upstairs to the 10 o'clock service. This will also help facilitate dish washing being done more timely for the 8:30 servers. All in attendance agree to trial disposable cups/lids.
2. Harriette has heard concern voiced by several of Alethea Helbig's friends that no memorial service is being held in her honor. After discussion the team agrees that if there were no express wishes on Alethea's part to forego a memorial, that Worship will assist in putting together a service to honor Alethea's life and all of her contributions to the church. Caroline will contact Pastor John to discuss options.
3. Totenfest (discussion held since Pastor John is not present this evening).
4. Leadership Council Update (held, no representative of LC at meeting).
5. Jennifer would like to open another discussion into the 1st Sunday which is technically still noted as Family Sunday. Is there a way to include more of the youth throughout the service on these days? Perhaps changing the music selections, or who is presenting those selections and looking at how the sermon could speak more directly to include families, youth, etc.

Closing Prayer

Meeting Closed at 8:05pm.

Next meeting October 19, 2017 at 7pm

Respectfully submitted by Caroline Ashenfelter

Bethlehem United Church of Christ Member Care Ministry Team

Notes of November 15, 2017 Meeting DRAFT

Present: Jan Burnham (Chair), Mary Jean Raab, Mary Friend, Brian Paton (notetaker), Judy Coucouvanis (Leadership Council Liaison). Karen Goforth, Pastor John Kennedy, Lily Tinker-Fortel, and were not in attendance.

We opened with a devotional reading.

We talked about our budget request. Jan stated she was advised that we would not be budgeted more than we have spent in 2017. We so far have spent \$786.52 in 2017, including the materials for our Advent mailing in 2017. As to 2018, we do not know if another Stephen Leader will be trained. We also are not certain whether other books would be purchased in 2017. After discussion, we decided to request a budget of \$1,000 for 2018.

Jan reported that she still has not heard whether we received the refund for the cancellation of Carol Durnwall's attendance at the Stephen Leader training.

We discussed at length the finalization of our recommendations on the membership rolls. We reviewed a draft of a memo from the Member Care Ministry Team with respect to this effort and discussed certain revisions. Brian agreed to finalize the draft based on some information from Jan and some further anticipated data from the Church office.

Judy updated us on the activities of the Church Council.

Mary Jean suggested that we provide a forum for a representative of the Evangelical Homes to speak about a program called Life Choices. It is a program where individuals make a payment to Evangelical Homes and then receive certain services in their home. We unanimously supported this effort, including a small expenditure from our budget for refreshments.

We tentatively set a meeting for December 13 at 7:00 if we have matters to attend to.

We closed with the Lord's Prayer.

Submitted by Jan Burnham, Chair

Outreach Ministry Team Meeting
Tuesday, November 7, 2017 at 6:30pm
Meeting Notes

Attendees: Sue and Roy Muir, Sue Wortman, Eileen Koprowski, Jane Nicholson Schmerberg, Jamie Dylenski, Lily Tinker Fortel, Laura Seyfried, Mary Jean Raab

The meeting opened with an observation: It has become too easy to say “we are praying for you” in response to preventable, criminal actions in which countless lives continue to be lost and negatively affected. It is not enough to leave these man-made problems to someone else. We need to personally take any action we can to change our society *in addition to praying*.

1. Review of 2017 BUCC OMT funded agencies, volunteer engagement and additional activities for annual report:

- Food Gatherers; \$3,500 donation in support of programs/services; volunteering for monthly meal prep at the Community Kitchen; monthly congregational produce contributions November-May; Faith and Food Garden produce contributions; Spring Reception & Gathering Awards and Grillin’ Event attendance.
- Interfaith Hospitality Network at Alpha House; \$3,500 donation in support of programs/services; family dinner and kids activity volunteering 3 times during the year.
- Peace Neighborhood Center; \$3,500 donation in support of programs/services; volunteering for monthly after school snack program and weekly produce distribution September - May; Thanks for Giving benefit dinner attendance; Christmas gift collections.
- SafeHouse Center; \$3,500 donation in support of programs/services; learned about volunteer opportunities and training/commitment required to do so.

Additional Outreach Ministry activities and support:

- CROP Hunger Walk; \$1,385 raised and at least 10 walking participants
- Habitat for Humanity trip to Flint, MI; bake sale fundraiser and participant presentation
- Journey of Hope overnight rest stop
- Washtenaw Refugee Welcome -supporting the EMT’s efforts

2. 2018 OMT suggestions:

- Aligning financial and volunteer support with the UCC 3 Great Loves campaign

*Now through Spring 2018 - **Love of Neighbor**: whether it’s a neighbor in need who lives next door or on the other side of the world, people are in need of protection, shelter and support;*

*2018, 2019 - **Love of Children**: children in many families and neighborhoods need school supplies to overcome inequalities in our education systems.*

- identifying agencies/organizations making a positive impact in the community and offering a variety of volunteer opportunities for congregational participation
- target funding aligning with love of neighbor and love of children

- set goals for fundraising and service; track and report volunteer hours as well as \$ and items/pounds contributed/donated
- continue improving website, possibly adding an online “sign-up” option and links to all supported activities
- engage in more educational “field trips” to supported organizations
- support EMT mission projects (currently Ruth Ellis Center and Ozone House)
- explore fundraising special event ideas for support of additional outreach activities
- inspire BUCC congregation by highlighting a specific supported organization each month in the Visitor
- invite agency representatives to attend a church service and present a short, impactful story to the congregation
- *specific areas of interest* - social justice book club, social justice event group participation, moving Faith & Food garden back to the church yard and/or partnering with another congregation to support a F & F garden, host a future CROP Hunger Walk, Habitat for Humanity trips with both a youth and young adult focus, promoting the relationship with Ground Cover News, increasing the number of funded agencies, bringing back BUCC relationship with Mens Rotating Shelter if lead volunteer steps forward, review Friends in Deed bed/furniture programs and House by the Side of the Road housewares/clothing programs for possible support.

3. 2018 OMT Budget discussion:

- all agreed to ask for a modest increase to support both *Love of Neighbor* and *Love of Children* aligned local agencies
- all realized that budgeted amount may not accommodate entire identified need and additional fundraising efforts may be required
- Budget request will be submitted for \$20,000 supporting 5-8 community agencies/programs offering assistance to individuals, families and children in need of protection, shelter and support as well as educational supplies.

4. Other considerations:

- can OMT funding be used for educating the congregation about Outreach opportunities and bringing funded agency reps to “lunch and learn” type activities at Bethlehem?
- review revenue streams of an agency when deciding whether they need funding (donors vs grants or government contracts).
- when suggesting an organization for potential BUCC OMT funding can you say that you do or would also support it personally?

5. OMT will not meet in December 2017. The team will regroup in January sometime after the budget meeting on January 6th.

Submitted by Laura Seyfried, OMT chairperson