

BUCC Leadership Council Meeting (via Zoom)

December 3, 2022

Meeting Minutes

Meeting Called to Order by BUCC President at 9am

Opening Prayer Offered by Pastor White

Attendees: Ron Dechert, Jim Rowan, Pete Hendershot, P.J. Lindemann, Dindy Haab, Pat Huibregste, Barb Schenk, Rev. Diane White

Brief review of minutes from 11/20 congregational meeting

- Ron asked that all council members please review the minutes emailed on 11/22 and reply with our approval & any comments.
- Discussion re. the tabled motion to amend bylaws to formally recognize meetings of our governing body other than in-person
 - We need to tweak the wording for the by-laws amendment and clarify that by-laws are general, whereas supporting policies & procedures are more detailed and not included directly in the by-laws.
 - We should write a supporting procedure to present to the congregation for clarity. No one on leadership council is aware of any team (other than Finance) that has a clear set of procedures.
 - Need to do follow-up congregational meeting to vote again

Agenda Item 1: Review status of budget motion at 11/20 congregational meeting and next actions

- Congregation approved the bottom-line deficit of -\$88k– “not to exceed”, giving us the freedom to move funds between various accounts based on needs. Tom’s outlook was worst-case scenario, and we expect the actual deficit will not be as large.
- November actuals should be available by 12/15, for the full picture of first half of the year.
- P.J. asked if we could get an updated forecast for the second half of the year which reflects the feedback from the various teams as well as expected revenue and expenses based on seasonality. She offered to assist the finance team if it would be helpful.
- Ron asked if we should meet with Finance team either at or before our January council meeting on 1/26. P.J. suggested before. Pete will talk to Tom about these items.
- Sidenote from Ron – we have had inquiries in recent months regarding the potential to sell both parsonages. Council needs to do some research and determine the benefits and feasibility of selling either or both properties, e.g. there will be a zoning issue for the 4th

Ave parsonage to split off a parcel re. minimum size and easement(s) for church parking. We should be prepared to address the options at the year-end congregational meeting.

Agenda Item 2: Update on Pastor John

- Council sent a letter to Pastor John on 11/21 to follow-up on his leave status
- Council received a response from Pastor John stating that he is willing to meet with us to discuss next steps after Christmas, requesting that Rev. Lillian Daniel also be in attendance.
- Discussion re. potential terms of an agreement to best support Pastor John and his family within our current budget constraints.
- Ron will contact Pastor John and Rev. Daniel asking if they could be available during the day on either Monday 12/26 or Tuesday 12/27.
- Pastor Diane opted out of attending this meeting.

Meeting adjourned by BUCC President at 10:03 am

FACILITIES MINISTRY TEAM - BUCC

Meeting Minutes of 11/13/2022

Present: Steve Darr, Michelle Loukotka, John Irwin, Ron Dechert,

Absent: Pastor John Kennedy, Tim Schenk,

The meeting was called to order at 3:30 pm.

Minutes: There are no minutes of the 11/01/2022.

FINANCIAL REPORTS: Our budget continues to be at expected levels for this time in the 06/01/2022—05/31/2023 year.

OLD BUSINESS:

- a. The contract for snow plowing has been signed.
- b. Light bulbs have been changed in several areas of the building. Bill does not like working at the heights required in the sanctuary and the gym. Jesse helped in those areas.
- c. Bill repaired the windows in the gym.
- d. All of the smaller repairs necessary at the parsonage have been completed by Bill.

NEW BUSINESS

- a. Jim Stadel is working on the problem with the kitchen sink faucet at the parsonage.
- b. The kitchen cabinets at the parsonage are delaminating and need replacement. Rather than just replacing the cabinets, the kitchen needs a modest redesign. There is no money in the current budget for this endeavor. Steve has asked a kitchen designer to input and told Karen Kennedy that we will work to find funding in the next fiscal year.
- c. The doors to the 1933 addition on 4th Avenue do not close in a secure manner. We need to investigate and correct the problem.
- d. A question has been raised about if, and when, the defibrillator has been tested and are in working order.

ESSENTIAL MAINTENANCE TASK LIST

The meeting adjourned at 4:10 pm.

NEXT MEETING: Tuesday, January 10th at 3:30 pm.

Respectfully submitted,

Michelle Loukotka