

BUCC Leadership Council

March 23, 2023

6:30-8:00pm (ZOOM)

ZOOM link:

<https://umich.zoom.us/j/94733163346>

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

Planned absence: Dindy Haab

- 1) Opening Prayer- Pastor Diane
- 2) Minutes
 - a. Feb approved with amendments.
 - b. All other minutes – no amendments, approved.

2) Moving forward- next steps (2/20/23-6/11/23)

: Interim pastor search – Rev. Daniel discussed our options re. interim vs. proceeding immediately with senior pastor search. Need to create “church profile” prior to the search process, which is a very detailed/lengthy document. True interim has specific training which could help us “settle” and heal as we determine next steps. Our bylaws allow LC to hire interim. Senior pastor will require a search committee and congregation approval. She has 3-4 interim candidate resumes for us. This is confidential information. LC can interview them and decide. Pastor Diane will not be involved in the interviews. We need to decide what materials we’d want to send to candidates. She suggested round one interviews via Zoom. LC voted to move forward with an interim pastor.

Rev. Daniel also asked where we are with LMPC. Discussion as to the best way to move forward . It could be a confusing time to bring them in prior to hiring an interim. Interim could help us evaluate when, if, and how to re-engage with them.

: Pastor search committee (see recommendation below) Reviewed list, selected top 6 to approach to establish committee of 5.

: Lombard report – LC agreed to send out complete report to congregation, ask them to contact LC with any questions. If we receive a lot of feedback and questions, we’ll consider bringing LMPC back for a discussion or having an open panel discussion with LC to address any concerns.

: Stewardship program – Ron, Jim, Diane met, established a theme and timeline for sending out cards and getting them back, budget process is starting, presentation to LC on 5/25.

: Finance planning meeting – Theoretical 15% cut in spending and 15% increase in revenue would get us close to balanced. Ministry teams have been asked to attempt to cut at least 15% and report on the potential impact of such cuts.

: Ministry team replacement nominees (see open slots below) 8 openings – see list at end of document. Ron will continue to announce these openings. If we can’t fill them, we’ll have to consider combining some teams.

: Annual congregational meeting (6/11/23)

3) Lead dust clean-up – cleanup is all done, rooms reopened.

4) Daycare rental update – State inspections done, city inspections started – more detailed than state – asked for external door for nursery and firewall between gallery and library. It may stop the project – congregation may not support such significant changes to our historic building and related cost to support a daycare center.

5) Review Pastor Diane delayed compensation letter – Review again and send comments to Ron so final agreement can be approved by end of the year. Need to clarify the plan to set aside the funds – impact to financials.

6) Updates from Ministry Teams

- Finance meeting moved to next Thursday due to LC meeting conflict.
- Youth – not meeting for the next month due to schedule conflicts. Katie will cut next year budget from \$4,500 to \$1,500 due to low participation and low need for funds.

7) New business

: Pretzel roller – Rolling is planned in late April/early May for fundraising for worship team.
: Fellowship hour – Mary Jean Raab is try to get fellowship/coffee hour restarted; Some ministry teams are already signed up to sponsor some Sundays in April as fundraisers.
: Gail Jennings recognition reception May 20 – after Ukraine fundraiser concert, appetizers, cake, etc. Also make a recognition announcement in church on the 21st. Request cards and letters from congregation.

8) Adjorn 8:17PM

Open Ministry Team Positions

- President, Ron Dechert - eligible for one more 1-year term- agreed to serve
- Leadership Council Member-at-Large, Dindy Haab – will not serve
- Leadeership Council- Pete Hendershot- resigning
- Worship Ministry Team Chair, Jennifer Vasquez – will not serve
- Finance Ministry Team Member, Edgar Vasquez – agreed to serve
- Facilities Ministry Team Member, Steve Darr – will serve another term
- Welcome Ministry Team Chair, Jane Schmerberg - undeclared
- Outreach Ministry Team Chair (Co-Chairs), Roy & Sue Muir – will not serve
- Cemetery Board Member, Sallie Stadel - end of 2nd term, not eligible
- Cemetery Board Member- Sue Buday-resigning
- Cemetery Board- Shannon O’Reilly will serve new term
- Cemetery Board Member, Mary Friend – will serve new term
- Member Care- Beth Wenner- resigning

And there are still the two positions still open from this year

- 1 member of the Finance Ministry Team
- Fellowship Ministry Team Chair.

FACILITIES MINISTRY TEAM - BUCC

Meeting Minutes of 03/14/2023

Present: Steve Darr, Michelle Loukotka, John Irwin IG [Invited Guest], Ron Dechert LC [Leadership Council],

Absent: Tim Schenk

The meeting was called to order at 3:25 pm.

Minutes of 02/14/2023 were approved as printed.

FINANCIAL REPORTS: Overall our budget is at appropriate spending levels for this time in the fiscal year.

OLD BUSINESS:

- a. Bill has painted the first-floor hallways and is now painting in the offices. He also took the branches downed in the snowstorm to the curb for the A2 City pickup.
- b. John I. will contact Duke Roofing to schedule the annual roof inspection.
- c. We authorized purchase of a new AED at our January meeting. We answered an additional question that arose and will now order that equipment.

UNRESOLVED OLD BUSINESS:

- a. The heating issues in the FH following the remodeling has not been corrected. We have been in contact with CMR in January, February, May and October of 2021.
- b. Steve contacted Stafford Building Supply about the fixing the locks on the doors at the canopy entrance on 4th Avenue; they do not lock securely. He contacted them in January 2023; he will follow up.
- c. When the elevator was inspected in June 2021 Schindler found water in the bottom of the shaft. They recommended purchasing an alarm to alert us to this type of situation and they would install it during the 2023 inspection. We need determine the alarm cost and the installation fee.

NEW BUSINESS:

- a. Tremco started the warranty work on the flat roof over the Youth Room today.
- b. The cement steps from the parking lot to the 5th Avenue door all have areas of missing concrete. Steve will talk with Bill to see if he would be able to repair.
- c. Mike Kelley started the lead abatement in the Nursery, Toddler Room and Gallery Monday; they should be finished on March 15th.

- d. The schedule of people who currently open & close the building are: Openers 1st Bob Loukotka 2nd ____ 3rd ____ 4th Mike Ehnis 5th ____ Historically each opener has covered 1 of the 5th Sundays. Currently Bob is covering the open Sundays.
- e. Closers 1st Tim Schenk 2nd Pete Hendershot 3rd Edgar Vasquez 4th Steve Darr 5th John Irwin
- f. A spring cleanup of the grounds will be scheduled Saturday, May 13th
- g. We need to review our response when AllStar notifies us that an alarm has been triggered. John I. has contacted AllStar to see what type of response they recommend for each type of alarm. We will use their response and our experience to determine a standard approach to these issues.
- h. One of the heat pumps in the courtyard is broken. CMR was contacted for repairs; they ordered the parts and will complete the repair when they arrive.

4TH AVENUE HOUSE

The renters have requested that the vinyl flooring in the kitchen be replaced. We endorsed this; Reinhart will take care of it. The bid is \$614.00 and will be deducted from our rental payment. It appears that they will continue to rent for another year.

HEWITT DR. PARSONAGE

- a. When the Kennedy family vacates the parsonage at the end of June, we will ask Reinhart to give us an estimate on a likely selling price if: we leave it in the current condition, or if we upgrade at least the kitchen. The answer will be used to help determine whether the congregation will keep the parsonage or sell it.

ESSENTIAL MAINTENANCE TASK LIST APRIL -MAY

- a. Schedule AC inspection 1st floor, Koch & White
- b. Turn off boiler & heat tape
- c. Change office AC filters monthly
- d. Check filters for heat pump & AC in FH
- e. Annual boiler back-flow inspection, City A2
- f. Turn on outside spigot on church & 4th Avenue house
- g. Clean out moats

The meeting adjourned at 4:50 pm.

NEXT MEETING: Tuesday April 11th at 3:30 pm.

Respectfully submitted,

Michelle Loukotka