

**Messiah United Methodist Church**  
**Church Council Meeting Minutes**  
*January 23, 2017*

**Opening**

Brenda Weston opened the meeting at 7:30 p.m. Attending were: Kathy Willson, Rich Underwood, Frank Thompson, Jeff Weston, Brenda Weston, Reggie Tuck, Sherry Bouley, Joanne Scichilone, Robin Ringler, Carolyn Pemberton, Ron Richardson, Ann Clymer, Paul Bouley, Mark Ralip, Marion Speranzo, Orin Hatton, Janet Oak, Fred Blum, Bob Crawford, Pete Wells, Bob Richardson, Brain Elliff, Maurice Wilson and Angela Burns.

Kathy Willson led the devotional.

Minutes from Nov. 28 meeting were approved as submitted.

Reggie explained his Why? shirt, which he will wear to each Church Council meeting to get us to think through what we're doing, even if we have been doing them for a long time.

Brenda asked members to prepare reports in time that they can be distributed a week in advance (except for finance) so members can read them before the meetings and be ready to vote on action items. Kathy Willson will do February's devotional but there will be a sign-up sheet for the following months.

**Committee reports:**

- **Finance.** Jeff Weston asked Council to authorize the transfer of \$100,000 from the Fund Balance (Account 3001) to Church Savings-Unrestricted (Account 3107). The motion was made, seconded and approved unanimously.
- **Staff-Parish Relations Committee.** Bob Richardson asked for approval to move \$3,600 from the main fund to a new Professional Development fund. This was unused money that reverted back to the main fund at the end of last year. The motion was made, seconded and passed unanimously.
- **Trustees.** Pete Wells said the trustees will have the annual maintenance walk Saturday, February 25, and all church members are welcome to participate. The outdoor spring cleanup will be April 1. There was a question regarding the work being done in the youth center and whether the bathroom would be done before the floors. Pete said the order can be addressed.
- **Men's Ministry.** Bob Richardson said the Men's Ministry spent \$800 on books distributed last month.

**Second Look Feasibility Task force**

Ron Richardson gave presentation summarizing the church building/modernization process so far. There is a question as to whether church giving levels will support the three-phase process

approved last year, and a survey of top church givers and leadership did not yield many responses. A second plan, which dials back the expansion behind the sanctuary but includes expanding the kitchen into the nearby atrium, is offered as a second option.

Council approved unanimously a plan to survey Church Council, Trustees and SPRC to ask what they currently give to the operating budget annually, what they would contribute above current giving over three years for the first plan, and what they would contribute above current giving over three years for the second plan. Reggie passed out envelopes with the survey to each person (numbered so that he can track participation among leadership groups) to fill out and return to the church office by February 21

### **Visioning exercise**

Brenda and Brian led a brainstorming/visioning activity in which they asked what Messiah does great, what it does OK and what could be improved. Answers were written on chart paper, and future meetings will build on these responses. Brian challenged the group to ask others at the church those questions and will ask for wider perspectives on those questions at a future meeting. Reggie asked everyone to think about how the energy everyone has for the bazaar could translate or be maintained throughout the year.

The meeting adjourned at 8:44 to celebrate Reggie's birthday.

Respectfully submitted,

Tracey Briggs

# **Church Council Reports**

**January 23, 2017**

## **Communications Report:**

Highlights of 2016:

Our new RICOH printer/copier/scanner is installed and we are transitioning from the Konica Minolta.

High speed internet is in the building! Cox cable is fully installed and functioning well.

We are on the Microsoft cloud for email and are in the process of moving our documents to secure storage on OneDrive. All our data is backed up to iDrive each night.

Changes are being made to the telephone system so that voice mails may be forwarded to our email, resulting in fewer lost messages when a staff member is out unexpectedly.

The committee is looking at all of our documents with the intent to streamline and refine the number of communications.

## **Finance Committee Report:**

As of December 31, 2016, we had \$368,907 in the fund balance.

There was \$30,626 more in income than expenses for the month of December and there was \$90,235 more in income than expenses for 2016.

We receive \$1,678,957 in contributions to General Operating in 2016 which was 103.64% of the \$1,620,000 anticipated contributions for the year.

We have received 288 pledges worth \$1,222,468 for 2017. By comparison, we received 257 pledges worth \$1,112,908 for 2015 and 262 pledges worth \$1,146,794 for 2016

New business for council

Motion: The council authorize the transfer of \$100,000 from the Fund Balance (Account 3001) to Church Savings-Unrestricted (Account 3107).

Explanation/Justification: This transfer is to build up the church savings which could be used for major repairs, e. g. Sanctuary/Narthex roof, Fellowship Hall Roof, other contingencies and/or unanticipated expenses.

## **BoT Report:**

### **1. Approved portions of Youth Center project:**

- a. Youth are painting and (perhaps) installing Ceiling Tiles
- b. Center Column wrapping with rope (Awaiting floor covering completion)
- c. We have 3 Stage Floor bids but are awaiting floor requirements and installation

### **2. Awaiting Fire Marshall input for wood on walls and glass doors for Youth Center (probably next week).**

### **3. We will gather bids and pricing data for portions of Youth Center renovation once we have finite requirements:**

- 1. Flooring – pending area data and style from Youth
- 2. Kitchen/Counters – pending detailed Youth requirements
- 3. Manual window shades – Youth testing one

### **4. Bought 10 new folding tables (received) and ordered 50 new folding chairs (awaiting shipment)**

### **5. Continuing to work Building Inspector report on the church.**

### **6. We have awarded a contract for lighting across the rear parking lot. Concrete bases are already installed.**

### **7. We have accepted bids for re-roofing both Parsonages**

### **8. Getting bids for Handicapped railing along sidewalks to the Narthex entry and up to the altar area.**

### **9. Still awaiting bids to re-compete the HVAC contract for 2017. Cropp has been less than satisfactory.**

### **10. Replacing concrete parking stops with yellow synthetic parking stops (on hand).**

### **11. Added a keyed locking handle and mechanism to the Fire Door in the Chapel to allow easier access to the church by the Car Wash employees. It will remain locked in the evenings and on weekends and when the Chapel is in use.**

### **12. Tiles on the first floor back hallway (under the Parlor) have warped. We will repair now and replace in the summer.**

13. Annual Church Maintenance Walk Through scheduled for Saturday, 25 February. We are welcoming volunteers to participate. Contact Woody.

14. Andrew Kaplan will coordinate the annual Parsonage Maintenance walk through with the Pastors and the SPRC for March.

15. The Spring Exterior Clean Up Date is Saturday, 1 April. Contact George Cushman.

16. As an Eagle Project, Stephen Pemberton took on constructing a handicapped accessible wooden bridge over the French Drain between the front Fire Door and the picnic area.

17. There are cracks in the ceiling joint surfaces in the center of the Fellowship Hall. We are re-finishing.

## **2<sup>nd</sup> Look Feasibility Task Force Report for Church Council Meeting, Jan 23, 2017**

The 2<sup>nd</sup> Look Feasibility Task Force met on Tuesday, January 17<sup>th</sup> and Sunday, January 22<sup>nd</sup>, in response to Church Council direction to move forward with the recommendation of the Building Committee to implement Phase 1 (approved in Spring 2016). This 2<sup>nd</sup> Look Task Force convened to address concerns raised following the Capital Stewardship Committee's initial feasibility study conducted in Fall 2016. Task Force members present at both meetings were Paul Bouley (Building Committee), Ron Richardson (Building Committee), Pat Doyle (Building Committee), Amy Reeves (Capital Stewardship Committee), Frank Thompson (Capital Stewardship Committee), Marion Speranzo (Capital Stewardship Committee), Mark Rakip (At-Large), Sherry Bouley (At-Large), and Reggie Tuck (Pastor). John Geraghty, an At-Large member, has not attended the meetings.

The 2<sup>nd</sup> Look Feasibility Task Force recommends a process to gather additional data from church leaders in order to offer a more comprehensive understanding of sacrificial giving support for renovation and repairs to church facilities. The Task Force members discovered different degrees of understanding among themselves about the two Concepts or modernization proposals related to church facilities. These two Concepts or modernization proposals were briefed to the Council by the Ad Hoc Committee chaired by Jeff Weston during the November 28th meeting:

### **Concept A: Current Phase1 Modernization**

- Update the Sanctuary to include
  - Install a new roof
  - Install a new HVAC system with raised ducting (requiring a modification of the south side of the roof)
  - Make ADA improvements to allow access to the altar
  - Allow for a significant alteration of the altar area to provide expanded floor space and a new choir area
  - Increase the space between the pews and re-carpet
  - Add storage area(s) to the south side of the church
- Adjust the Sacristy and choir rooms
- Reconfigure the current coat room and choir room to provide a nursery and toddler room(s) near the Sanctuary

### **Concept B: Renovate/remodel the Sanctuary and Kitchen**

- Update the Sanctuary to include:
  - Install a new roof

- Install raised HVAC ducting (without replacing the HVAC systems or modifying the south side of the roof)
- Make ADA improvements to the altar
- Allow for a significant alteration of the altar area to provide expanded floor space and a new choir area
- Increase the space between the pews and re-carpet
- Remodel and update the Kitchen

The Task Force discerns that all church leaders need to have a common understanding when measuring support for these two Concept proposals which in turn may inform impressions about the feasibility of conducting a fund-raising campaign. Therefore the 2<sup>nd</sup> Look Feasibility Task Force recommends that Ron Richardson and Reggie Tuck meet with the Church Council, the Staff Parish Relations Committee, the Trustees, and the Finance Committee to offer a five minute overview and then provide an instrument for anonymous feedback that will measure three levels of giving:

- The annual level of giving to the operating budget
- The amount that the same givers would pledge over a 3-year period to the current Phase 1 (Concept A) recommendation approved by the Church Council
- The amount that the same givers would pledge over a 3-year period to an amended proposal (Concept B)

This looks similar to the instrument used by the Capital Stewardship Committee, but differs in that individuals can consider two alternative proposals for church renovation rather than one, and in doing so they may favor one over the other with a discernible difference in the level of their financial commitment to a fund-raising campaign.

The Task Force asks permission to conduct this exercise at the Church Council meeting on January 23, at the Trustees meeting on February 1, at the Staff Parish Relations Committee meeting on February 13, and requests that the Finance Committee reschedule its monthly meeting to February 15 in order to provide adequate time for the Task Force to summarize conclusions and prepare recommendations for the February Church Council meeting.