

Saint Matthew
 Congregation Council Agenda
 Tuesday, April 17, 2018 at 7 PM

Time	Agenda Item	Presenter
7:00 PM	Call to Order	Art
	Introductions <ul style="list-style-type: none"> • Years with Saint Matthew/Ministry, Council role, family, favorite pastime: All • Thoughts on working with Council? What can Council do to support? – Pastor Tim 	Council/Pastor Tim/Guests
7:20 PM	Prayer, Devotions and Welcome (Placeholder)	Pastor Andy
7:50 PM	Consent Agenda	
	<ul style="list-style-type: none"> • Agenda Approval 	Art
	<ul style="list-style-type: none"> • Approval of Minutes March 20, 2018 	Sherry
	New Business (Guests)	
7:55 PM	<ul style="list-style-type: none"> • Update on Contra County inspection of SMLC Kitchen 	Kathy
8:00 PM	<ul style="list-style-type: none"> • Foundation: Memorial Garden Changes/Pricing Adjustments (Motion) 	Gwen
8:15 PM	Financial Review	
	<ul style="list-style-type: none"> • Financial Review: March 2018 • Quarterly Budget off ramp action? • More time for future quarterly finance discussions: <ul style="list-style-type: none"> ○ Separate Meeting? ○ Extended Meeting? 	Marv Bill/Marv Gail
	Unfinished Business	
8:35 PM	Staff Report (Placeholder) <ul style="list-style-type: none"> • Staff status 	Pastor Andy
0 Min	Action Item Review (Placeholder)	Art
	New Business	
8:40 PM	<ul style="list-style-type: none"> • Mission Beyond Saint Matthew (Motions) • Mission Beyond strategic partnerships/ “up to.” • Warm Winter Nights 	Pastor Andy
8:55	<ul style="list-style-type: none"> • Email from members 	Art
9:05 PM	<ul style="list-style-type: none"> • Family Time: Exec. Com recommendation: <ul style="list-style-type: none"> ○ 4/22/2018 Both Services ○ Art introduce Pastor Tim; one or both services? ○ Bill update on Q1 (Couple of slides; 5 min) ○ Karen Stewardship Thanks (Couple of slides 1 min) 	Art/Exec Com
9:15 PM	<ul style="list-style-type: none"> • Average Worship Attendance Part 1: Nov 2016-Mar 2017 versus Nov 2017-Mar 2018 analysis. 	Art
9:20 PM	Adjourn	
	Pray for one another (Prayer Circle)	

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Action Items:

Date Open	Description	Assigned to	Due Date	Status
3/20/2018	Review/discuss Average Worship Attendance Part 2	Art	May Council	Part 1 April Council
3/20/2018	Internal Audit - create an audit team comprised of CPA and accountants of the congregation. Approved by Council 3/20/2018	Bill/Gary	TBD	Establish Team
3/20/2018	Nominating Committee Vacancy. Asked Ron Mahlman and Anne Lewis to come up with a name (Regular members Ron Mahlman, Anne Lewis and Jessica Kelly, and outgoing Council members Rob Anderson and Dave McCargar). Should be 4 elected; have 3.	Art	TBD	Asked Committee to come up with candidate(s)
4/17/18	Draft a FAQ/letter about what an interim does, what our process is?	Pastor Tim	4/28	

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Call to Order:

President Art Fabsits called the meeting to order at 7:00 p.m.

Council Members Present:

Art Fabsits, Gail Dutcher, Bill Stark, Pastor Andy Smith, Pastor Tim Philips, Joanna Aragon, Mark Hearn, Therese Long, David Rower, Sherry Whitmarsh

Council Members Absent:

Karen Ball, Gary Klintworth, Donna Noonan

Guests:

Marv Schick, Gwen Ross

Consent Agenda

- Agenda Approval:
- Approval of March 17, 2018 Minutes:

New Business (Guest)

Update on Contra County inspection of SMLC Kitchen

Kitchen has been permitted to serve food to the public but there are limitations. This means the Trinity can continue to serve food prepared in the kitchen. One recommendation was a strip in the dishwasher that verified that the dishwasher reached a certain temperature.

Foundation: Memorial Garden Changes/Pricing Adjustments (Motion)

M/S/C – Sherry Whitmarsh/Joanna Aragon

- add an additional "Memory Plaque" to the Memorial Garden wall.
- charge \$250 for each line engraved on the Memory Plaques
- establish a new price schedule for the purchase of Columbarium niches effective May 1 2018. These would be a \$4000 for any single niche and \$4500 for any double niche. At the time of purchase, buyers would be advised that half of that amount (\$2000 and \$2250) would be a dedicated Reserve for the upkeep and improvement of the Memorial Garden and the remaining half would become part of the Foundation's general endowment to be used for scholarships and other items the Foundation is authorized to fund.

Vote 10 - yes, 0 – no.

Financial Review

January – March contributions are 7.8% under the 2018 budget and 3.7% less than 2017 actuals. To day expenses exceed revenue by -\$26,108

The message on Sunday is that we have a budget of -\$40,000 and we are currently running a budget of -\$60,000.

A separate financial meeting will be held to discuss finances. The suggestion is to have the meeting on a Sunday at 11:45 a.m. after the service. This would be prior to the family meeting.

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Unfinished Business

Staff Update

Pastor Andy gave a staff update.

New Business

Mission Beyond Saint Matthew

M/S/C – Pastor Andy Smith/Sherry Whitmarsh accept the following recommendation from Mission Beyond Steering Committee:

1. Easter Offering of \$12,132 be distributed as follows: (1) \$5,000 to Young Life, Former Soviet Union, (2) \$5,000 to Young Life Diablo Valley (Capernaum), and (3) \$2,132 to Mission Beyond Saint Matthew Restricted Fund.
2. Distribute \$150 from MBSM Restricted Fund to Mr. Darren Archie for services provided during Warm Winter Nights.
3. Saint Matthew host Warm Winter Nights for one week in 2019. Dates to be determined around church calendar.
4. MBSM requests a Budget transfer of \$6,000 for Trinity Center Ministry expenses through October 2018 as per expense forecast. (Art Fabsits)
5. In an effort to engage young families and children in our worship, we begin a Change for Change children's offering on the fourth Sunday of each month (All Church Worship). A leadership team of two 5th grade students from SPARK and two students from IGNITE will determine the recipients of the Change for Change offering.

Vote – 10 yes, 0 no

Email from Family

There was discussion about communication from several members of the congregation.

Family Time

Bill Stark will present at both services about finances and Karen Ball will present on stewardship. Pastor Tim will be introduced during both services.

Worship Attendance

The monthly worship attendance during the 5 months of the current transition period (Nov 2017 to March 2018) is tracking the same as the comparative 5 months of the prior year (Nov 2016 to March 2017).

Meeting was adjourned at 9:31 p.m.

Respectfully submitted,
Sherry Whitmarsh