

Cherry Log Christian Church
Board Meeting Minutes
October 22, 2016

Members Present; Jerry Johnson, Moderator, Dr. Paul Pryor, Phil Slemons, Betty Schaefer, Marshall Burke, Beth Roberts, Kay Vanderhooft, Sue Green, Jane Carwell, Marsha Kipling, Maureen Hicks and Cathy Smith

Jerry Johnson shared some opening thoughts on changing the things that can be changed in light of our transition in ministry at this time; he then led the group in the Prayer for Serenity.

Copies of the agenda were provided.

The meeting was called to order and a quorum of members was noted to be present.

Secretary's Report

Minutes of the previous board meeting in July are posted on the website and approved as posted. Emails sent by Jerry since the last meeting, were noted by Cathy Smith.

Old Business

Update on the Safety ad hoc group. The consultant who has been selected has had a delay due to health issues. The group is waiting for him to be here to progress. Meanwhile, some locks have been changed and some access control issues addressed. There is one camera but it is not connected. There are currently two people in the Narthex during morning worship. Meanwhile, the group has been studying other resources regarding safety.

Review of Pending By-Law amendments. There is an attachment on the agenda regarding by-laws. There was an agreement at the last meeting that the word secretary in the Constitution, Article VI, Section D, paragraph 1, would not be changed.

One of the proposed amendments to bylaws Article III, B, Section 3 and Section 4 0will need to be voted on by the congregation at the congregational meeting in November. This is a second reading of this change. The congregation will be notified of all the proposed changes in the November Cherrylogue. After the vote by the congregational meeting, the Board will be notified by email and asked to vote on the amendments. Marshall Burke asked about the role of the assistant treasurer. Jerry explained the role of the assistant treasurer and also of the check signing procedures. The Board voted unanimously to present the proposed amendments to the congregation. Amendments are attached.

Transition: Dr. Pryor discussed the steering committee which has met one time. The committee is meeting twice a month and members were announced Sunday. He recommended ***Grace for the Journey***, a book which addresses church culture and sizes of churches. He mentioned that the leaders of the church are important during this process. He is here not to change things, but to guide us through

the process. Beth Roberts asked that he keep repeating to our members the purpose of his presence and his help to us through this period.

Jerry stated that the previous Board had taken some steps toward this transition, but that whatever was done or discussed by the previous Board toward this is now null and void. This is now under Paul's direction.

New Business

Jerry listed the members of the steering committee: Lynn Barrett, Lucie Coffie, Marshall Burke, Caroline Carder, Sharon Meek, and Peggy Cleveland. This committee will advise the Board and Interim Minister when it is time to initiate the Search and Call procedure. Jerry asked that a board member move to accept this interim steering committee. Beth Roberts moved and Maureen Hicks seconded. There was no discussion. It was unanimously approved.

Finance Committee Report

The proposed budget for 2017 is posted on the website. Betty Schaefer explained the process for the budget changes. No budget items were changed except for a few line items: an external audit since a new minister will be coming; salaries were not changed; property maintenance (snow melt, handicapped toilet, covered playground, ceiling tile replacement); Sunday School allotments were kept; fellowship has been changed.

A discussion of designated funds followed, especially for the music program. There was a discussion of mailings and it was mentioned that most can be done by email with a few exceptions. A discussion of how contributions of travel, food, etc. made by elders or other members can be reimbursed or reported as donations followed.

Jerry mentioned that a policy, set up by Bill Groce, has been approved which involves designated funds and the fact that they should be spent first (before other budget resources) for their designated purpose, for example church music. There is a provision in this policy for the Council involved in overseeing a particular inactive designated fund to release those inactive funds for purposes other than those for which they were first designated.

Legacy Partners have been added to the budget. Betty discussed the matter of using a one dollar amount to hold a place for line items which are inactive in the budget.

The tithe amount on the budget will be unchanged due to its connection to Church Extension. Jerry explained this process in more detail.

Betty Schaefer mentioned that this budget is over our expected revenue. Paul Pryor mentioned that most churches face this situation. Jerry thanked the finance committee for their work. Jerry asked the council chairs to please communicate back to their respective councils on the budget.

Beth Roberts raised the matter of our budget being about 20% over what we expect as income and Jerry explained that some of what is budgeted is not spent. Discussion of the pledging commitment within our church followed. It is lower than some churches. Our population brings with it some limitations on pledging, such as limited income.

Motion made by Sue Green and seconded to accept the budget. Jerry asked for discussion on adoption of the budget. There was discussion during which Jerry mentioned the budget will be presented at the Congregational meeting in November, but also it will be available before that in the Cherry Log. It was voted on unanimously to adopt the budget and pass it on to the congregation at the November Congregational meeting,

The Reserve Fund was discussed in some detail. Jerry explained that the proceeds from the previous Craddock Center sale were designated for energy improvements for the church. A task force has been working on that for some time. The trustees have been given the discretion to use that money as a reserve for the general fund.

Betty Schaefer has prepared a report for increasing reserve funds. Right now it is at \$70,000, but should be at a three months total of expenses, i.e. \$120,000. Possibilities to add to the Reserve Fund could be: 1) the Celebration Fund, but it is designated for the building fund and is not available. 2) Withholding tithes for a month is not a good option since the tithe would have to be paid somehow later on. 3) Suggestion for 10% of fund raisers to go into the Reserve Fund. Phil stated that any extra money needs to go for paying bills.

Marshall requested that we make a policy of 10% from fund raisers for Reserve. We cannot do that without going to the Church Extension. If we do that, we would need to advertise that that is what 10% of any fund raiser would be used for. Marshall made a motion that we place 10% of all fund raisers in our Reserve Fund. A second was made by Marsha. It was passed unanimously. This will be passed to Finance for approval.

Betty will discuss with Malinda to see if there is a formal agreement with Church Extension regarding our tithe payments to them.

The reports of the Councils are posted on the church website.

Phil mentioned that there will be a Council of Councils meeting Dec. 21. Meeting was dismissed at 11:35am.

Respectfully submitted by Cathy Smith

Secretary

Proposed bylaw changes previously discussed:

1. Article III, Sections A and B1, add “Assistant Treasurer” as a Board member and perfect the grammar.

Background- Article 5, Section A of the Constitution establishes the Assistant Treasurer as an Officer and officers serve as Officers of the Congregation and the Board. Assistant Treasurer is also listed as an officer in Bylaw Article IV. The omission of the Assistant Treasurer as a Board member in the By-laws appears to be an oversight.

Amendment: Bylaw Article III, Section A, paragraph 4 be amended by adding the words, “and Assistant Treasurer” following the word, “Treasurer”. Section B, paragraph 1 be amended with the same addition.

2. Article IV, Section 4B, 5, add a new paragraph d. “Maintains signature authority on church bank accounts.” Renumber the current paragraph d to e.
3. Sections IV, 4H and 5D, and section VI B1F change “Surety Bond” to “Fidelity Bond”

Background- The appropriate term is fidelity bond and such bond coverage is included in the church’s property and casualty insurance policy and covers more than the named positions.

Changes previously discussed that require Congregational approval:

1. Article III, B, Section 3, delete the first sentence through “Thereafter,” of the second sentence.
2. Article III, B, Section 4, delete the first sentence through “Thereafter,” of the second sentence.