

**First Christian Church
Board of Directors Meeting
Electronic Meeting via “Zoom”
January 17, 2021**

Board Members in Attendance - Eliza Drummond, Michael Kennedy, Sandra Cole, Pastor Jerri Handy, Donna Reitz, Jennifer Harris, Mandy Reid, John Metzger, Steve Landale, Caroline Passerotti, and Mike Moreno.

Invited Guests – Dick Busic, Dick Lauer, Nancy Hayner

Congregation members Janet Anderson, Nancy Anderson, Evelyn Anderton, Elaine Andres, Sonny Bettelyoun, Mary Brorby, Yvette Diggs, Linda Dorsey, Anna Duncan, Kit Frisinger, Glen Gibbons, John Hazen, Karen Hertel, Judith Ivy, Dylan Loigman, Glenn McKerrow, Cheryl Moore, John Moore, Samantha Robison, Peter Ruffier, Maureen Russell, Dave Schultz, Chuck Sturm, Larry Wahlstrom, and Yvette Diggs

Agenda

- Meeting is Called to Order – Amy Metzger
- Opening Prayer – Rev. Jerri Handy
- Consent Agenda – Amy
- New Committee Appointments and Vacancies – Amy
 - Vote to Install new Committee Chair
- Pastor’s Report – Rev. Jerri Handy
- Treasurer’s Report – Michael Kennedy
 - Vote to Approve Pastors’ housing allowances
 - Budget
 - PPP and PPE Loans
- COVID-19 Rapid Response Team – Jerri and Amy
- Constitutional Changes – Eliza Drummond
 - Vote to Adopt new Constitution
- 5-minute break
- The Value of a Team Approach to Ministry – Dick Busic
- Transition Team – Dick Lauer
 - Update
 - Motion to negotiate Interim Contract
- Committee Reports Outstanding
- Approve and set date for April Board Meeting
- Adjourn

The meeting was called to order at 1:01 p.m by Eliza Drummond.
Jerri Handy opened with prayer.

The consent agenda was adopted with the following reports: Minutes from October 2020 Board Meeting, Pastor Report from April, Administration, Community Ministries, CRRT, Property, Stewardship, Transition Team, Youth Group, and Elders.
Motion to accept the consent agenda was made by Steve Landale. Seconded by Caroline Passerotti.
Passed with 9 ayes, 0 abstaining and 0 Nay votes.

New Committee Appointments and Vacancies

Need a new chair for the Administration Committee
Spiritual Formation – Need 3 New members

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Resource – Need 4 new members

Trustees: Sandi Ybarra is stepping down as a trustee

Property: Dick Busic is stepping down as chair

Pastor’s Report – Rev. Jerri Handy

Lift up a few points about pastors role in CRRT – we are following the state mandate for our guidelines. The CRRT has appointed Yvette to be the point person for the scheduling of people inside the building but is not making the rules, she is working as a Compliance Officer per the state guidelines and the CRRT committee. We need to know who, how many, when and how long people will be in the building for scheduling purposes so that we can follow the state guidelines.

The Fire Marshall has determined that we cannot have the Egan Warming Center, FoodHub and the storage of large amounts of clothing items for Helping Hands because of fire and life safety.

We were not able to be a good landlord for the Food Hub because of concerns about the building according to the Fire Marshall and then COVID came along which has resulted in the group leaving the building and going to St. Mary’s Episcopal Church but we are still committed to the group and are still providing support financially and through freezer and refrigerator space in the kitchen. In the past 3 months, more than 7000 lunches have been prepared.

This is not a statement about what we value in ministry but rather a statement about keeping all people safe.

In the past 6 months, we have learned a lot about producing a service for an on-line presentation.

Question asked: Is there anything the elders can do to assist you because it takes a lot of time to do everything.

Treasurer’s Report – Michael Kennedy

Pastors’ Housing Allowance

Federal Law (IRS) requires a report of a housing allowance if in the budget (\$20,000 Jerri, \$31,000 April).

Motion to approve Housing Allowance made by John Metzger with a second by Donna Reitz. Approved Unanimously (10 yes, 0 No, 0 abstain)

Budget (6 month budget)

CCF: \$226,000 for Scholarships and \$2.1 million for building and grounds with a current balance of \$2,264,000.

Pierce Estate – Spent 10% and the rest went into CCF.

Changing accounting system to Quickbooks. We are doing a six month budget and then we will decide later to see if we will be able to use the building in the Summer which will affect the budget for July-December and we will propose a budget for this time period then.

Budget current in balance with Income projected for first 6 months of ~\$240,000 from identified offerings, fundraising, CCF interest withdrawal, Parking lot income, General Fund Reserve, and building use

Expenses: Adjusted the funding in some places taking into account COVID impacts building use and custodial costs. Majority of the Expenses arises through Salaries for pastors and staff (~67%). Building use requires custodial staff to clean because people in CMT are in the building a number of hours working.

Do not have a lot of control on utilities.

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Worker’s Compensation (SAIF) – rates increased by 8%.

Building on insurance increased

Projected Expenses: ~\$253,602.

Last year’s estimated (pledged) offerings nearly the same as the actual given.

PPP and PPE Loans

Last year, we applied for the Payroll Protection Program (PPP) loan but then withdrew the application because of the Pierce grant last year. We are applying this year for a PPP loan.

Personal Protective Equipment (PPE) is available locally through the city and Yvette will pick up the free PPE.

COVID-19 Rapid Response Team – In the consent Agenda

Constitutional Changes – Eliza Drummond

Eliza Drummond went over the major changes in the new Constitution which included Additions to Article X – Distribution of Assets on Dissolution, in particular Section 3. Similarly for Section 2 of Article XI. Article XII (second time in document should be Article XIII).

Discussion of Article 3 – Membership – New members – right now in this time of COVID we have not been able to conduct our usual rituals for welcoming new members. Article 3 is assumed to be the definition of membership.

Motion to approve the revised Constitution with minor changes made by Michael Kennedy and seconded by Caroline Passerotti.

Motion to adopt the new Constitution was approved Unanimously (10 yes, 0 No, 0 Abstain).

- Vote to Adopt new Constitution
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5-minute break

The Value of a Team Approach to Ministry – Dick Busic

Presented by Dick Busic- arose out of conversation with church leaders.

Currently, have excellent leadership in the congregation with two full-time pastors. We need to know how much money is needed to maintain 2 pastors. Dick Busic’s thesis was on team ministry. Out of 14 years in Albany, 10 years were spent as part of a team ministry. This team ministry allowed each pastor to have time to read and learn about different topics and then bring to each other different perspectives and to work to each person’s strengths. The team ministry allowed each pastor to have breaks. In addition, it produced within the congregation an encouragement for involvement and the ability for more people to be a part of the leadership team.

In this church, there are members that would contribute ~40,000 toward having 2 ministers (team ministry). Jerri and April have been demonstrating that they are a good team and we have been seeing a lot of pastoral care going on.

Discussion occurred: Suggested that an executive director rather than a second minister could still allow for collaborative ministry, we have several ordained ministers as members (possible collaborators).

Transition Team – Dick Lauer

Update: Movement on transition takes much longer because of COVID. We have had several challenges facing the transition process including not being able to give a proper sendoff to Dan Bryant, the wildfires

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in the area in the fall, Election, etc. Other concerns include financial forecasting for the church along with the staffing plan.

We are committed to move forward as fast as possible with extension of the interim possible. In the process of developing a congregational profile using a survey sent out to the congregation this week. Hope to have the congregational profile finished in 2 months. This profile along with finance will assist in developing and determining the staffing needs (1 minister vs. 1.5 position (1 fulltime, 1/2 time position or 2 ¾ time positions vs. 2 full-time positions).

Motion to negotiate Interim Contract

Calling Process: could be 60-90 days after a decision is made for a settled minister to arrive therefore need more time than until May 1 for the interim minister position. We want to continue current level of staffing. We have an open-ended contract with Jerri but the budget allowed contract for Jerri until April 30. So considering this a question arises about extending and negotiating the contract with Jerri.

Discussion of negotiating the Interim contract included questions about how much longer would possibly be needed to make a decision about a settled minister and what would occur with Jerri’s contract if a settled minister decision happen prior to the end of this new contract.

Probable minimum time required would be at least 6 months considering the budget, the congregational profile, future staffing plan, and search process. Jerri’s contract does have a 60-day notice written in both ways (so if either party finds it necessary to end the contract sooner because the church fills the position or she finds a new position, the contract will be fulfilled).

Need to consider PPP loan if the loan is approved – what would be the ramifications of payback if changes in staffing is required.

Motion to extend Jerri’s letter of call by 6 months based on funding available and confirm within 30 days if possible made by Caroline Passerotti with John Metzger seconding the motion.

The motion passed Unanimously (10 Yes, 0 No)

Approve and set date for April Board Meeting

After discussion, the Meeting was set for April 18th at 1:00 pm on Zoom.

The meeting was closed in prayer by Eliza Drummond.

The meeting was adjourned at 3:25 pm by Vice-President Eliza Drummond.

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Respectfully submitted Sandra Cole, Board Secretary