

PCCUCC Church Council Meeting Minutes

December 17, 2025

6:30pm | Church Conference Room and via Zoom

Join Zoom Meeting Link:

<https://us02web.zoom.us/j/88009256284?pwd=Z3BNSVQzc3EyM0hteENJSks5Sm4rdz09>

Meeting ID: 880 0925 6284

Passcode: 706376

MINUTES

Meeting started at 6:35

Establish Attendance and Council Quorum (5 members required)

A quorum was established and called to order by Tina

x	Pat Herman	Financial
	Rhea-Joy Simonich	Apple Tree
	Shawn Hillman	Operations
x	Elizabeth Ormes	Memorial Board
x	Tina Andry	Member at Large
x	Joan Caton	Community Out
x	Barbara Newton	Membership + Welcoming
x	Ginny Noble	Congregational Life
x	Rev. Joe Newton (Non-Voting)	Attending Clergy
	Guests: (list guests) Madison Andry Mark Gerth Samantha Gerth	

Review and Approval of November minutes

- No quorum in November, No Minutes approval was necessary

Office Manager Report (Sharon): See full Office Manager Report at the end of the minutes

1. Annual Report contents: Sharon created the shell for the annual report to be ready for input starting in January. Ministry areas of focus reports included: Pastor (Joe), Moderator (Shawn), Financial (Pat), Operations (Shawn/Mark), Community Outreach (Joan), Office (Sharon), and Apple Tree (Directors).

Council added Congregational Life(Ginny), Membership and Welcoming(Barb) and Christian Ed (Ginny). Council will ask Andrea to

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contribute a spiritual report. Council also discussed redesigning spiritual life to encompass a Worship Team, Stephen Ministries, Meditation, and Spirit Suppers.

2. Newest church members will be James Rauworth, Claudia Andrus, and Karen Daniels. The official ceremony will be early January as per Pastor Joe who will communicate with the office manager.
3. Calendar updates: Both AT and Office Christmas breaks were entered into the online church calendar.
4. Faith Times next edition will be on January 8, 2026

Operations Report (Shawn)

1. Council has been made aware of outside easements, thermostats/ HVAC company service, and various issues. (Will wait back to hear back from operations about any further actions)
2. Maximum Room Capacity signs will be hung, and a fire drill will be planned for January 2026.
3. The new cleaning service, Stratus Building Solutions, is doing a very good job.
4. The church's newest audio system is 90% installed. During installation, a new account was made at Herc Rentals for church industrial needs.
5. Tina proposed a motion on Shawn's behalf to purchase two \$100 gift cards for volunteers James and Collin to recognize their vital technical expertise and many hours of unpaid labor during the installation process. **Joan seconded the motion. The Council voted unanimously to approve, and after discussion, Ginny amended the motion to purchase two \$150 gift cards for the volunteers, using money from the Pastor's Discretionary fund. Joan seconded, and the amended motion was approved by all present 7 voting members.**
6. **Joan to communicate with the newly-established pew replacement committee (J.P., Peg, Andrea) and request an update report by the January 2026 council meeting or sooner.**
7. Council was made aware of future potential requests for office computers.
8. The church Wi-Fi was reset on December 12th to restore it to its full operating potential.

Financial Report (Pat)

- After going through the Abbreviated Financials and Treasure's Report, it was noted that this was the highest year-to-date balance in a very long time. **Pastor Joe questioned our current pass-through (Blessing Bucket) giving. Pat noted it was below the giving of past years. Council discussion results: On Sundays right before Stewardship, the Liturgist will explain what the congregation's money will do for the mission of the month. Other giving/awareness steps could involve media and a statistics chart.**

Memorial Board Report (Elizabeth / Pat)

- Two scholarships were approved and are in the works.

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- The Memorial Board disbursement of \$500 was obtained from the Fund Investment to reimburse the church after the materials were ordered and expensed to the church in November.

Membership & Welcoming (Barb)

- Discussed the excitement of the 3 new upcoming members noted in the Office Manager's Report.

Congregational Life (Ginny)

- Coffee hours have been going well
- Game night to resume on 1/11/26

Community Outreach (Joan)

1. December Hope Day was packed: 89 participants, VIP choir and their parents, and 20+ volunteers.
2. For the last couple of months, members of Pride have been volunteering on Tuesdays, Fridays, and Hope Day. Methodist church volunteer Jessica is coming back in January.
3. PCA has organized non-perishable food item collection at the Plainfield fire stations and Police Dept. Distribution of this food will be on December 20th from 10 am to noon at Life Spring Church.

Apple Tree Report (Rhea-Joy)

- Had annual board meeting
- 70 students enrolled for next school semester
- AT raised concerns about non AT personnel in AT areas during school hours, and all bodies in church buildings should be mindful about their movement in the building and cars blocking pick up/ drop off.

Pastor Joe Report:

- Joe to lead Christmas Eve Service
- Reports low turn out for Blue Christmas ; **Council discussion concerned explaining what the event is; Samantha will work in a write up**
- Anticipates Boundary training January 2026

IL Conference and EA Business News (Shawn)

- The EA is not meeting in December
- Looking for new members

Calendar Review (All)

<https://www.plainfielducc.org/calendar>

<https://www.apple-tree-preschool.com/calendar>

- Christmas Eve worship 7pm; a quartet will perform

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- Annual Meeting will be on Feb. 22nd

Old Business

- **Tina to email Shawn about whether he notified the association of the age of church**

New Business

- Elizabeth to order upcoming 2026 Sunday School Curriculum
- It was decided to not set up a nominating committee for the 2026 council. Instead, Current Council to encourage potential new members, as different members are leaving council (Shawn, Joan, Rhea Joy). They will be teamed up with an experienced council member.
- The council reaffirmed the approval of Pat's juno.com email account for church communications on 12/17, initially approved by the Board in the summer. Elizabeth will communicate this to Sharon.
- Next Council meeting will be on January 18th

ADJOURN

- Motion by All Seconded by Joan. Approved.

Adjourn Time: 8:10

Closing Prayer - Joe

Full Office Manager Report:

December 2025 items:

1. **New Members ceremony will be after January 1st per Joe. We have James Rauworth and Claudia & Karen (don't have last names yet). Joe will send me appropriate paperwork and info soon after the 1st of the year.**
2. **Calendar updates: Both AT and Office Christmas breaks are listed on the church calendar.**
3. **One inquiry received today about a non-member non-denominational wedding. I sent paperwork and will forward it to you when/if I receive the completed form. Unencrypted email communications/new hire training - I spoke with Barb N. this week about this continuing topic. She will relay my perspective to the council tonight and will loop me in if any further input is needed (step 2 of our Communications Covenant).**
4. **Faith Times - last edition of the year will be sent at 10 am on 12/24. Deadline for submissions is 12/23 by noon. FT will resume with the 1/8/26 edition. This deadline info will also be communicated in tomorrow's edition for the general public.**

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Moderator of the Month: 12 month rolling schedule

- Moderators for April through October will be established with the newly elected representatives following the February meeting.

- January - Shawn
- February - Elizabeth (Annual Meeting)
- March & Beyond: *To be established following the Annual meeting and new council installation.*