

PCCUCC Church Council Meeting Agenda & Minutes

JANUARY 21st, 2024

11:30AM | 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

Moderator:	Shawn Hillman (stepping down in Feb 2024)	Ministry Team Leadership	
Vice-Moderator: <i>(Nominating Cmt Leader)</i>	OPEN	Operations:	Craig Theimer (stepping down in Feb 2024)
Recording Secretary:	OPEN	Christian Education	OPEN
Chief Financial Officer: <i>(Financial Team Leader)</i>	Pat Herman	Apple Tree Board:	Rhea Joy Simonich
Youth Member:	OPEN	Memorial Board:	Elizabeth Ormes
Staff that also attend council meetings		“CONNECTIONS” <i>(2022 Facilitating Groups Combined – 1 to attend each council meeting)</i>	Ginny Noble
Pastor:	OPEN		
Director of Music:	OPEN		
Director of Youth & Young Adult Ministries:	OPEN		
<i>Non-Attending Staff</i>	Office Manager: Sharon Kuzel Custodian: Premier Cleaning		

AGENDA

- **Review and Approval of December minutes - Shawn will send**
- **Moderator Report** *(Shawn)*
- **Office Manager** *(Sharon)*
- **Financial Report** *(Pat)*
- **Memorial Board Report** *(Elizabeth)*
- **Operations Report** *(Craig)*
- **Apple Tree Report** *(Rhea-Joy)*
- **Christian Education** *(OPEN - No activity)*
- **CONNECTIONS Team Report** *(Ginny)*
- **Calendar Review**
- **Old Business**
- **New Business**
- **Closing Prayer**

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PCCUCC CHURCH COUNCIL MEETING MINUTES 1/21/24

Call to Order

Attending (mark with an "X")

x	Shawn (Moderator)
	(Vice Moderator)
x	Sharon (Volunteer: Recording Secretary)
x	Pat (Financial Team)
x	Craig (Operations)
	(Youth Member)

	Rhea-Joy (Apple Tree)
	Elizabeth (Memorial Board)
x	Ginny (or CONNECTIONS rep)
x	Pastor Joe Newton
	(Guest)
	(Guest)

Review and Approve Council Meeting Minutes

- October meeting minutes were approved. No meeting in November. Shawn will send December 2023 meeting minutes.

Moderator Report (Shawn)

- **Goals for 2024 for Shawn**
 - **Transition Moderator and leadership duties to Council, help outline what 'Council' will look like for the church moving forward.**
 - A summary of our leadership & structure should be included in annual meeting agenda. Shawn to formalize proposed group.
 - **Leadership 2024 Roster & Focus**
 Pat Herman - Financial
 Ginny Noble - Connections / Church Life
 Rhea-Joy - Apple Tree
 Andrys - At Large
 Shawn Hillman - At Large

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- Pastor Joe - Non-Voting

- **Continue focus on helping operations, worship planning, and staff/contracted pastoral care**
 - Ongoing - anticipating more work with operations.
 - Will need 2 months coverage for Joe in spring. Need help planning this NOW

- **Assist with New Member Classes**
 - Two persons have gone through the updated new member orientation. More to come in January! We will forward paperwork to Sharon for statistics report, new member certificates, and CW database as soon as it's available.

- **Report back to church on findings with EA Council and IL Conference**
 - Will include visits with other churches and congregations to learn how they are innovating and exploring new ways to practice God's love and serve their communities

- **Worship Service and Planning for 2024**
 - Non-Traditional and Non-Sanctuary Services remain in consideration for rotation. In 2023 we had successful service days, outdoor worship, and other events. Hope to continue building on this with ideas from the congregation.
 - Discussion (Ginny): For 5th Sundays this year (after Easter), what if we had all-congregational meetings. People like those and feel better-informed. All approved. Sharon noted on calendar (June 30th, Sept. 29th, Dec. 29th)

- **Safety**

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- Need to schedule a fire / safety drill with congregation.
- **Cleaning Service**
 - Premier Cleaning Service has begun work at the church as of 1/16.
 - * Feedback has been positive and this is a good solution for our church and preschool

Office Manager (Sharon)

1. Pulpit/communion supply for the time Joe will be RV-ing from March 17th returning May 12th. Easter is March 31st. Leadership is currently discussing.
2. Panic button training scheduled before end of January, D&I monthly checks
3. Ring camera maintenance
4. Rental process pricing discussion
5. Keypad entry ownership/maintenance
6. Cleaning/paper supplies ordering
7. Gold Star building access/contract
8. Snow plowing & Grass cutting/landscape mulch vendor - Lanagan Landscape
9. Boiler maintenance - Bob Lundeen
10. Schedule of Council meetings - update calendar
11. Building maintenance - door adjustments spring & fall, AC covers on window units for winter, worship temperature control
12. AED maintenance - monthly checks

The above tasks will need to be absorbed by members of the congregation going forward or until a new Operations Team Leader has been identified.

Financial Report (Pat)

PDF sent under separate cover which shows detailed financials for December.
Summary:

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Total Assets (Cash + Funds) YTD	\$ 246,872.25
Total Liabilities	
December Income Actual	\$ 17,612.36
December Income Budget	\$ 11,061.00
December Expenses Actual	\$ 4,874.55
December Expenses Budget	\$ 17,132.00
Total Beginning Balance	\$ 232,673.09
Total Ending Balance	\$ 246,872.25
General Operating Fund	\$ 121,221.81
YTD Profit or Loss	\$ 27,245.46

Memorial Board Report (Elizabeth)

Balance: \$ 39,599.47 (Taken from Balance Sheet as of 1/9/2024)

Operations Report (Craig)

- New Keypads have been installed
- HVAC and bathroom remodel estimate updates?

Apple Tree Report (Rhea-Joy)

Christian Education (OPEN - No activity)

CONNECTIONS Team Report (Ginny)

Hope Day
Soup/Salad/Sandwich/Spirit Dinners
Easter: 3/31. Breakfast?

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Calendar Review

- New Member Installation: 2/11 (need paperwork submitted to office)
- Annual Meeting: 2/11
- Pulpit Supply: 3/17 - 5/12
- Cleaning Schedule: Jan. & Feb. submitted.

Old Business

- Need to include Bylaws update in annual meeting agenda (Article 4 details church structure and needs to be revisioned).
- Need to include Emergency Action Plan with annual meeting (as a takeaway for all)

New Business

- We have a request to revisit the rental rates for Funeral Dinners
 - Currently \$100 for FH + \$100 for kitchen if using kitchen to prepare meals (For church members, we provide funeral luncheon and clean-up. For non-members, food prep and clean-up is their responsibility.)

Closing

Council meetings are currently scheduled for third Sundays of each month after church. February will be vacated in lieu of the Annual Meeting on Super Bowl Sunday, 2/11/24.

Next regularly scheduled meeting would be Sunday, March 17th, 2024

Adjourn