

Church Council Meeting Minutes
August 23rd, 2023
 7:00 PM | Zoom only

Moderator:	Shawn Hillman	Ministry Team Leadership	
Vice-Moderator: <i>(Nominating Cmt Leader)</i>	OPEN	Operations:	Craig Theimer
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 <i>Linda Parker Dayan Hancock et. al.</i>
Pastor:	OPEN		
Director of Music:	OPEN		
Director of Youth & Young Adult Ministries:	OPEN		
<i>Non-Attending Staff</i>	Office Manager: <i>Sharon Kuzel</i> Custodian: <i>Joann Kapsimalis</i> Apple Tree Director: OPEN	<i>Not active positions</i>	<i>Church Intern Associate Minister</i>

AGENDA

- **Notice to review June/July Council Meeting Minutes**
- **Moderator Report** *(Shawn)*
- **Office Manager** *(Sharon)*
- **Financial Report** *(Pat/Craig)*
- **Memorial Board Report** *(Elizabeth)*
- **Operations Report** *(Craig)*
 - *NOTE: Will now include custodial updates.*
- **Apple Tree Report** *(Rhea-Joy, Craig)*
- **Christian Education** *(OPEN - No activity)*
- **CONNECTIONS Team Report** *(Ginny)*
- **Calendar Review**
- **Old Business**
- **New Business**
- **Closing Prayer**

Call to Order

Attending (mark with an "X")

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

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

Notice to review June/July Council Meeting Minutes

- Shawn sent but these will need revised/completed and re-sent

Moderator Report (Shawn)

- Goals for summer/fall for Shawn
 - Tender a formal, written agreement with Rev. Joe Newton on parameters of service to this church (September)
 - Schedule a worship & Open meeting with II Conference representative to discuss future of church (August)
 - In process. Waiting on response
 - Attend a service at a nearby church to observe and compare notes on their journey.
 - Complete
 - Mid-year meeting to vote on landscaping budget update
 - September after rally day.
 - Review full list of keyholders
 - Sent to Shawn 7/2/23
 - Add another Council member or restructure council? Pat and Shawn are only "Executive Council" members - we need more balance! (OPEN)

- Identify Potential moderator for 2024
- 'Rally Day' picnic / event → Confirmed for the 10th
 - Picnic. Potluck. Chicken main dish (Glnny), and will announce
 - Signups: Both clipboard and digital (link to sign up sheet in FT)
- Review Bylaws (Aug)
- Worship Service and planning for 2023
 - Non-Sanctuary Services
 - Fellowship hall
 - Outside
 - Offsite
 - Taking ideas!
 - 'Taking church to shut-ins, etc.'
 - Service Days: **10/29**: Food pantry? & **12/31**: NYE event (*coordinate with PP and Hope Day guests*)
- Contact List & Trespass Procedure - we started discussing this but have not finalized. Shawn needs to work with Sharon & Craig on this more. Sharon is working on this. Have been playing phone tag with Plainfield PD. Waiting to connect and setup date and walkthrough.

Office Manager (Sharon)

1. Rentals are seeing a resurgence. Mostly private celebration parties. Please check the church calendar on our homepage at PlainfieldUCC.org before committing to any room requests. The AT events have been added to the calendar as well, but they may have additional events as we progress through the year, so check OFTEN please. Monday, Tuesday and Friday nights have FH Hall booked for our regular renters.
2. Calendar items that need definition:
 - a. Rally Day format and date/time info September 10th, 11 am
Notification to go out in 8/24 Faith Times
 - b. Congregational Meeting (approval of budget changes) September 24th, will also communicate in 8/24 Faith Times

3. We are also seeing visitors regularly at our Sunday morning worship. Please direct them to our Welcome Center in the narthex to get information, and if permanent nametags are needed, use the form in the nametag kiosk. Also, please email the church office with any visitor information (name, phone, email, address) so we can add them to our newsletters and prayer request lists. EVERYONE is on the Welcome Committee!

4. Copier - lease expires in January. 90 day advance cancellation notice being sent to Leaf this week. Craig and I are discussing options for a desktop printer to save on the excessive fees we pay for the lease and supplies.

Financial Report (Pat) PDF sent under separate cover which shows detailed financials.

Summary:

Total Assets (Cash + Funds) YTD	\$214,976.21
Total Liabilities (Taxes + Outgoing Funds)	\$1,212.94
July Income Actual	\$9,262.78
July Income Budget	\$8,372
July Expenses Actual	\$5,691.47
July Expenses Budget	\$6,286
Total Beginning Balance	\$209,166.07
Total Ending Balance	\$213,763.27
General Operating Fund	\$88,191.07
YTD Profit or Loss	(\$5,785..28)

Notes:

Shawn will reach out with thank you notes to generous donors. Pat will give him information.

Giving has been low - due to normal summer issues. Attendance is trending upwards and hopefully giving will follow.

Congregational meeting is September 24th to approve landscape budget changes.

Kitchen update - over \$4K in funds for updates but we need a comprehensive plan of action. Meeting scheduled this week with an advisor/chef. No grant money available for the updates as originally hoped.

Memorial Board Report (*Elizabeth not in attendance*)

- Balance: \$38,682.40 (Taken from Balance Sheet as of 7/31/23)

Operations Report (*Craig*)

- Gas Leak - Craig sent detailed timeline in a separate email for our benefit and documentation, and b/c OSHA was contacted. We are being reinspected by NICOR and will forward that documentation to the OSHA rep. Eric Brown (our plumber) is coming in to fix on Saturday.
- Bathroom remodel for handicapped compliance. Eric will also be contacted by our contractor. Expense estimates TBD.
- Heating/Cooling, Michael Thomlinson is researching options - heater combos or revamp controls for boiler system, focusing on cheapest and best.
- Custodial - staff handbook will be updated to reflect new changes.

Apple Tree Report (*Rhea-Joy, Craig*)

- Gas leak - see Operations report above
- Additional classroom use - AT would like to use the Conference room (with additional rent and some remodeling) in Fall of next year - 5 day classes full time for 3 year olds in a.m. and 4 year olds in p.m., 10 children in the morning and 10 children in the afternoon. DCFS will have to evaluate space suggested first, then taken to congregation.

Christian Education (*OPEN - No activity*)

CONNECTIONS Team Report (*Ginny*)

Print out a couple of copies of the Faith Times for Sunday visitors.

Chef coming to meet with Hope Day committee and sample a meal.

Calendar Review

Event this weekend - Ken McBeth, Plainfield Pride play on 9/9 and Private event on 9/23.

Old Business

- Need to review Bylaws
 - Current structure doesn't match bylaws
 - As we consider revisions for 2024, our Bylaws need revised

New Business

Closing Prayer given by Shawn.