

Minutes
Little Home Church Council Meeting
January 6, 2015

In Attendance: Anne Bouchard, Kathleen Sullivan Kaska, Susi Winqvist, David Russell, Carol Berger, Kristen Thornton, Jane Shelton, Art Zwemke, Alex Kentfield, Susannah Lesswing,

Absent: Valeri Baldwin, Jan Marchese, Bob Kaska, Sandy Antonelli, Maureen O'Donnell,

Moderator Susi Winqvist began the meeting at 7:11 p.m. after council enjoyed treats given to the church from a funeral home. Joys and concerns were shared. Pastor David Russell read a bible passage highlighting Epiphany and gave an opening prayer.

Approval of Minutes: Minor errors were noted to the December 2014 minutes. Jane moved to approve the revised minutes, seconded by Alex. Minutes approved.

Pastor's Report:

Pastor David provided the council with a written report stating his actions for the past month. His report included that he felt the church celebrated a marvelous Advent-Christmas season. Nearly 200 came to each of the Christmas Eve services. He also delivered Christmas greetings and beautiful paper white plants to some of our shut-ins prior to Christmas.

The men's group continues to go forward and will be meeting Saturday, January 10 at 9 am at the Colonial restaurant in St. Charles.

David also appreciated the help from lay leaders who led lessons and carols Sunday, December 28; Nancy Schatzeder who preached on January 4; and from Jorge Morales, the UCC Illinois Conference Minister, who will be preaching on January 11.

David will be on a mission trip with nine others to Back Bay Mission UCC in Biloxi, MS from January 10 through January 17. The group will be helping to build apartments for homeless veterans and other service tasks with low income people in the Back Bay area of Biloxi. He will return in time to preach on January 18.

Treasurer's Report:

Art reported that the operating receipts of the church for 2014 are \$228,153 which is 97.09% of the total receipts budgeted for the year. Total pledges received for 2014 were \$160,893 which is 97.51% of total pledges budgeted. The church received strong support from Identified Contributors in December. Also, \$4,775 was received in prepaid 2015 pledges. Last year the church received \$5600 in prepaid pledges. The net income for 2014 was a loss of \$49,864 which was compared to a loss of \$34,500 in 2013. We collected \$7000 less than planned but spent \$9500 less than budgeted. Our overall financial position was \$267,064 as of 12/31/2014 which was compared to \$72,768 on 12/31/2013. The increase is due to the sale of the Petersen and Dixon properties. An amount \$1700 was not spent on Crop Walk even though it had been earmarked.

Art also presented the 2015 Operating Fund Budget. He estimated that the new pastor package could possibly be as much as \$100,000. Therefore, under the General and Administrative budget

considerations, the amount for Senior Pastor was increased by \$4000 starting in September to accommodate this. The need to add this money to the budget at this time would eliminate the need to ask the congregation for additional funds later in the year. This does not mean that the new pastor would be offered this amount but that the funds are available if necessary.

The current amount of pledges for 2015 is approximately \$170,000. That amount plus other funds will total approximately \$245,000 to be used to prepare the 2015 budget. Discussion regarding the budget followed. Much discussion was about the ability to raise \$75000 in Other Operating Receipts now that we do not have the rental income or equity from the Dixon and Peterson homes.

The letter that was sent to Wayne residents in December which appealed for support and donations resulted in approximately \$300, which did not cover the costs of the mailing. However, council felt that letter is a good idea and should be tried again but sent earlier next year in November. Carol suggested that we may try a phone a thon at some time in the future in addition to the letter.

Art proposed reducing the deficit in the operating fund by transferring funds from the Peterson/Dixon Home Net Proceeds fund to the general operating fund. He will be recommending the transfer and asking for approval at the February meeting. The current deficit balance is \$117,831 and that amount would be transferred, leaving \$114,501 in the Proceeds account.

Susi suggested that we support Art's recommendation to transfer the funds. Susannah moved that the council supports the transfer of funds from the Peterson/Dixon Home Net Proceeds fund to the General Operating fund to eliminate the current deficit. The motion was seconded by Kathleen. Carol opposed, all others approved. Motion passed.

Anne moved that we approve the proposed 2015 operating budget as included in Art's report noting that it will be amended by a Christian Ed. budget increase. Jane seconded. All were in favor. Motion passed.

Jane moved to approve the December treasurer's statement. Alex seconded. All were in favor. Motion passed.

Kathleen moved to give authority to the treasurer to use the remaining money in the Dixon/Peterson fund as needed to pay 2015 expenses. Susannah seconded the motion. All were in favor. Motion passed.

Moderator's Report:

Susi sent her report to council. In her report, she reported the following.

She thanked everyone who helped to make this a blessed Christmas. .

Judy Hopkins has been providing wonderful Search and Call updates in the weekly Bulletin and our By The Way. She has outlined the meeting schedule and provided a list of responsibilities for each member. Please direct questions or comments to the committee as they arise.

The Personnel Relations Committee will resume work on the staff job descriptions, manual and Photo/Video release policy/forms now that the holidays are behind us.

There was a good turnout (35-40) for the lay-led service, "Lessons in Carols", on December 28th. Susi thanked those who worked with her that day: Bob Vandershaft for his talents on the organ; Lori Haseltine, Sharon Bergland and Wayne Hendrickson for scripture readings; and Nancy Schatzeder for pinch hitting as the usher.

Susi will not be in Church for the next few weeks due to knee replacement surgery on January 9th. She asked everyone to keep her informed by phone or email.

Our Annual Congregational Budget Meeting date is set for February 1st. At the October Council meeting the council unanimously decided to maintain the church's By Law quorum requirement of 20% of the membership in attendance. Susi reminded everyone that we made a commitment to promote, invite, offer transportation, etc. in order to meet the requirement. She urged everyone that to reach out to family and friends and encourage their participation at the meeting.

As of January 1st, David Russell has been here for six months. Jane moved to extend David's contact for a three month extension. Valeri seconded. All were in favor. Motion passed.

Schedule for opening/closing church: (special attention to locking the front door after church)

Dec: Anne B. (except for the last Sunday)

Jan: Alex this weekend, 18th; Jane, 25th; Kathleen

Feb: Alex

Mar: Kristen (1st two Sundays, then open)

Apr: Maureen O.

May: Susannah

June: Kristen (1st two Sundays, then open)

Moderator Elect Report: no report

MINISTRY REPORTS

Christian Education: Lori reported that there will be a meeting on January 17 with Immanuel UCC church in Bartlett to discuss the sharing of materials for next summer's Vacation Bible School. Neither Maureen nor Lori are able to attend and asked if anyone would be able to go.

Plans continue with Sunday Bible study which will begin on February 8th and for the forgiveness retreat, scheduled for March 21st.

The Christian Education budget will be increased to cover the expenses of this retreat and another possible retreat in September.

Congregational Life:

The Chili Cook-off will be held on Feb. 7th. Susannah suggested that we do an email blast to promote the event.

Kathleen commented that a group of young adults from our church met for a reunion over the holidays, downtown St. Charles. Their picture was posted on our Facebook page.

Evangelism:

Carol reported that more membership classes are scheduled for April. She is also planning to invite a group of potential members to her house in the near future.

Carol also asked Kathleen if a quick flyer could be made for the Chili cook-off for the new potential members.

The visitor card was discussed. There was a concern that people aren't completing the cards. However, David assured the council that the amount of cards being returned was good for our size of church.

Facilities: Anne submitted a written report. Items on her report include the following.

The actual funding for the Grant award for \$9726 from the Retirement Research Foundation has been received.

Tasks completed around the church were as follows: Broken ballasts in several fixtures in the Parish Hall were replaced and other minor electrical work was done. The new vacuum was checked and is now working ok. The shade on the east side of the sanctuary was repaired. Cobwebs were cleaned in the upper ceiling of the sanctuary and flags were cleaned.

The facilities committee met with Rik Alex and Mike Anastasio (Village of Wayne, Zoning) to discuss the long term plan for building permits and renovation.

The fire department completed their annual inspection of the church. The church passed except for two light bulbs.

A snow removal company was hired.

The committee is also working on:

- Examining the roof on the box bay on the southeast corner of the Guild House, temporary repairs to follow
- Drawings/Code requirements for power assist door with Rik Alex and Dan Roach
- Review of maintenance list
- Building contents inventory for insurance
- Checking pew door, third from the front on the east side
- Sound system in sanctuary needs follow up with Sound Planning and Dave Karwowski
- Need to create specs for repair/replacement of east window in Nursery

Outreach:

Valeri was not at the meeting but sent council her report. Her report is as follows

The church fulfilled its obligation of 45-50 dinners for the Feeding Northwest DuPage Christmas food basket drive.

The Christmas Giving Tree was coordinated by Lori Prang who created gift tags, signup sheets, and delivered the gifts to the Wayne Township Government Assistance office for distribution.

Many church members donated to the Community Crisis Center which recently transitioned from being a battered women's shelter to a crisis center serving both women and men in need. Items of continuous need are toiletries such as soap, shampoo, conditioner, lotion, tooth brushes/paste.

Valeri also dropped off a bag of women's winter coats, donated by church members to the center.

Valeri also spoke with Pastor Russell regarding scheduling Mission Moments in 2015. She will be seeking volunteers to help with this effort. She needs available dates from the church office of when ministry speakers can be scheduled.

Stewardship: Bob absent. A report of ministry pledges will be forwarded later this month.

Worship and Spiritual Growth: Susi reported for Sandy. She is still having difficulty with getting ushers and PA's.

Members at Large/ Communications:

Kathleen submitted the following report on her projects.

Items completed throughout the month:

- Newsletter was published Dec. 29
- Additional email messaging was done for the Christmas Cantata on Dec. 16
- The Facebook page is up to 106 "likes."
- "Februal" Meeting poster was done to promote attendance to meet Quorum

Kathleen is also applying for LHC to mail at Nonprofit Standard Mail Prices.

Items needing work:

- New "Parking for Seniors Only" signs need installation
- Exterior Cabinet sign needs to schedule contractor to replace the damaged existing plastic window insert with glass.
- Computer back-up needed for the two external hard drives for backing up the office computers. Source, purchase, and assist installation.
- Wedding brochure is being designed and worked on the develop content

OLD BUSINESS:

Susannah reported that we have the funds to get 76 chairs and caddy. However, we will be asking the congregation if they would like to donate towards purchasing additional chairs.

NEW BUSINESS:

The By the Way due date will be January 23rd. Kathleen suggested that the Search and Call committee should be in the next issue of the By the Way.

New Beginnings Summary leadership training retreat will be Feb 27-28th weekend. The church is asked to send seven to ten people to be trained as a "leadership team" for the church. That team will need to be able to facilitate the house meetings or coffees and able to discuss the reports. Bob K, Kathy H, David, Susi are scheduled to go at the present time.

Next Meeting: Tuesday, February 10, 2015, 7:00 p.m.

A motion to adjourn was made by Jane and seconded by Alex.

Pastor David gave the closing prayer at 9:21 p.m.:

Respectfully submitted,
Kristen Thornton
Church Clerk