

Fountain Street Church Governing Board Meeting Minutes
October 18, 2021

Board Members Present: Steve DePolo, Will Gallmeyer, Kathleen Higgins, Win Irwin, Amber Kilpatrick, Kristen Loch, Kristin Mayer, Brad Miller, Katie Mitchell, Amy Preston, James Taylor, Chip Wall, George Zuiderveen

Absent: Shellie Jeffries, Geoff Kempter

Staff Present: Rev. Christopher Roe, Lydia Stubbs

Guests: Not recorded

Meeting called to order at 7:01 pm.

Call to Community: Kristen Loch

Congregant Comments: No comments

Minutes: George made a correction to the minutes.

Motion: Amy moved to accept the minutes from the September 20 meeting as corrected. Kristen Loch seconded. Motion passed.

Chair's Comments: Bell Tower issue: GB members, staff members met with OAK to discuss their analysis of the tower's maintenance issues: tuck points, facades, stress fractures in the tower, etc. Provided some options:

- Cover the bell tower with netting to catch falling debris
- One estimate was to repair in May 2022: \$250K for scaffolding plus \$1M for actual repair

Putting together a Tower Team to look at options, get feedback. Members have expertise in building restoration, engineering, and historical preservation, and also working with the Foundation. Will get outside expertise as well and guide FSC in moving forward. This is a major undertaking.

Also, sagging in the flat roof part of the building has been discovered and is being investigated.

Financial Committee: Win Irwin reported. Financial Results through September 30, 3 quarters of year: Very positive with income over expense of \$129,872. Without the PPP Loan forgiveness, we are still \$54,872 to the good. Our Unrestricted Cash Reserve is \$174,665. Financials are fine.

Motion: Amy moved to approve the financial report, Amber seconded. Motion passed.

2022 Budget Draft: Budget packet shared with GB. This budget was created by the Executive Team and was reviewed by the Finance Committee. In general, have been conservative in income projections and tried hard to create expense budgets that are sufficient but not excessive. Clearly, the committee would like higher staffing levels, but projected income does not support higher levels. The church is using the Unrestricted Cash Reserve to balance the budget; however, it is the ET and the Finance Committee's hope that this be kept at a minimum. As has been the committee's practice, it is proposed that this

draft budget be presented at the Annual Meeting. It is very likely that this draft budget will be amended later this year or early next year if new information on income or expenses arises. Does not include changes in health insurance or benefits. Updated information about this may change the budget. Does not include an early service on Sunday for 2022. Heat and electric costs are based on past usage.

Stewardship Committee: Win reported. The committee lists a goal of \$650,000 for our pledges, which, achieved, would balance the proposed budget. Two weeks ago, the Governing Board signed and mailed the annual pledge requests. Committee is committed to finding new strategies for other funding opportunities. Asking the GB members to commit to personally thanking all those who pledge. Also, they are planning and looking forward to Stewardship Sunday on HalloWEen.

Motion: Win moved to approve the draft 2022 budget, Brad seconded.

Discussion

- Amber: Nothing has been allocated to Leadership training and outreach -- could that change?
Win: No longer using that category, both Christopher and Melissa have funds to cover training.
- Kristen Loch: What are Professional Services? Win: Accounting expenses, any time there are professional services, like legal assistance. It does include Rev. Jody's consultations with Rev. Christopher.
- George: Questions about elevator service and United Way Alliance. Win: A United Way worker does gardening, repairs, etc. The elevator needs to be serviced and inspected.

Amy suggested the vote be tabled until after the GB returned from the upcoming closed session.

Motion: Win moved to approve the \$21,911 proposal for netting the Bell Tower. This is a necessary safety step to protect from falling debris. It is also the first step to be taken as we raise funds and make plans to repair the Bell Tower. Feel this is a reasonable proposal. Will seconded.

Discussion:

- Kristin Mayer: Is the Foundation helping with the repair of the building? Win: Yes, but the process is that the Foundation annually sends money to the Properties Committee. They and the ET review funding needs. Money for the netting comes from Properties. Kristin: Why limited to annual disbursement from the Foundation? Win: The GB can always reconsider the agreement that is in place. Properties has been saving money to repair the bell tower for years. The Tower Team will come to the GB with a proposal on how to take care of the tower. Normally, the Properties committee would bring this proposal to the GB, but this is an urgent need. Chip: If approved, installation of the netting could be done in December.
- George: GB recently voted to not use 3-bid process for another expenditure, do we need to do that for this motion? Win: FSC has some outmoded policies, this is one of them and will need to be reviewed. George: Should it be put in the motion that the 3-bid process was skipped in this case?
-

Amended motion: Win moved to approve the \$21,911 proposal for netting the Bell Tower, for which the 3-bid process is not necessary. Motion passed.

Education: Lydia Stubbs reported. Children meeting in the social hall on Sunday mornings, socially distanced and masks. No snacking. Between 10-15 children participate every Sunday. 41 children are

registered. Trying to talk to families as much as possible. Parents still have COVID concerns. Working on figuring out a way to reach families who are feeling out of touch. Other parents like not having to rush to church on Sundays and so aren't attending. Need to re-envision children's ministry for the future. Lydia speaks weekly with younger families to see what they are thinking. Sprucing up the second floor rooms with new paint and cleaning up. Looking for volunteers for classrooms on Sundays. Children have been decorating boxes with Halloween drawings provided by Tony Kroes. Fountain Club will be selling diversity stakes in November and Christmas wreaths in December. Trying to make the best out of the situation and envisioning the future.

Chip: You are doing a heck of a job. Thank you for that.

Communications: Kristin Mayer reported. Thanks to help from Melissa, Connor, Jake, and volunteers, Listening Circles have been happening. There is one more week. Encourage people to sign up. Next month, the committee will bring a summary of the key things that came up in the LCs. Chip: How has attendance been? Kristin: Started slow, but each Sunday has grown. Would like more.

- Kristen Loch: For the final week, would it be beneficial to reach out to people directly? Kristin Mayer: Has list of previous participants, not sure how quickly names to contact could be shared. Christopher: The church could send out another reminder this week, GB members would reach out directly to members.

Nominating: Kathleen Higgins reported. Committee working is hard, have contacted 20 people. Unfortunately, many people declined to run. Four people running, five open positions. Hope to get a ballot of five. Why waste time and effort of FSC staff and committee members in mailing out and counting ballots, when the election is uncontested? Maybe there needs to be a by-laws change. Does FSC need 15 people on the board? It has been frustrating trying to find people to run.

- Brad: Great job, don't feel like you have to get 8 people to run. Agrees there needs to be a by-laws change.
- Kathleen: If someone is interested in running, contact anyone on the nominating committee. They do not need to get a petition signed by 25 people. Send suggestions for nominees to nominating@fountainstreet.org
- Chip: Serving on the GB could be good for your resume. Also, the GB has a lot of fun. Reiterated Brad's thanks to Kathy.
- Will: Seems like having a smaller board is a possibility. How many more people can be asked to run. Chip: The GB used to have over 20 people
- Kristen: Could former board members run? Kathy: Limited to two consecutive terms and eligible prior board members have been approached.
- Chip: Appreciate the Nominating Committee's efforts.

Executive Team: Rev. Christopher Roe reported. Referred to the report included in the GB packet and asked if there are any questions.

- James: Concerned about Christopher's letter re: the needs of the building. Worries FSC is being too optimistic with finances. Christopher: Foundation had questions as well. Christopher has spoken to a variety of people and committees about the issue, now those people and committees need to talk to each other to start the conversation. Trying to put together a dossier about how other churches are experiencing the fallout from the pandemic. FSC is not alone in what is happening here.

Oversight: Amy Preston reported. At last month's meeting, the GB sent three motions to Oversight for review:

1. Congregant comments
2. GB Huddle
3. Informal informational updates

The committee discovered multiple versions of policies. This has been rectified. Current GB policy handbooks distributed at the June meeting are correct. Policies on the website have been corrected and updated. The GB Huddle had already been removed, so nothing was done on that motion. The committee had active and engaged conversations. Awesome team, would be great Scrabble partners. Policies have been shared with GB members.

- Kristin Mayer: Section K, Item 4: "All congregants who make a spoken or written comment to the Governing Board shall receive a written response from the Secretary acknowledging their comments." If a comment is being made publicly at a GB meeting, the response was meant not to be so much an acknowledgement but more of a follow through to the comment. Don't know that we need that last statement in item #4. Proposes striking the part about responding to written comments.
- Brad: Concern about congregant comments is ameliorated by limiting the amount of time each can speak before and at the end of the meeting. Chair can control that. We haven't had congregant comments at the last 4 meetings George: Congregants can speak at either the beginning or end of the meeting. Would favor congregants being able to speak at both times. Brad: That was the original idea, but there were concerns about the amount of time taken with comments, with the possibility that a single person could monopolize the time periods. George: Is three minute the total time one is allowed to talk? Chip: Yes. George: Limit is kind of off-putting, would like the policy to be user friendly. Brad: That was the original intent. Kathy: Three minutes is plenty of time. People will have to be succinct. Agrees with Kristin, not sure the GB Secretary needs to send a written response.
- Chip: Suggested sending the proposal back to Oversight to review. Amy: Changes will be revisited next month, before voting. GB agreed to this suggestion.

Motion: Amber moved that the GB go into private session, Kristen Loch seconded. Motion passed.

Motion: Upon returning from closed session, Kristin Mayer made the motion to accept the proposed changes to the acting senior minister's salary as discussed in closed session. Amber seconded. Motion passed.

Motion: Amy moved that, accept the proposed 2022 budget submitted for presentation to the membership at the 2021 annual meeting in November and in addition, that the Finance Committee continue working on pro forma budget numbers incorporating matters discussed in the closed session. George seconded. Motion passed.

Amber moved to adjourn the meeting, Kathy seconded. Motion passed. Meeting adjourned at 9:09 pm