

Fountain Street Church Governing Board Meeting Minutes May 16, 2022

Board Members Present: Steve DePolo, Win Irwin, Shellie Jeffries, Kristen Loch, Kristin Mayer, Brad Miller, Katie Mitchell, Amy Preston, George Zuiderveen, Jerrod Nickels, Matthew Huizing, Geoff Kempter, Jon Spaulding

Board Members Absent: James Taylor

Staff Present: Rev. Christopher Roe

Guests: Bettigail Shively, Buzz Wynbeek, Carole V., Dan & Liz Bullock, Heather Palmer, Wes Beck

Call to Order: Meeting called to order at 7:02 pm. Amy welcomed Jon Spaulding to his first meeting!

Call to Community: George read a Mary Oliver poem that seemed good for our current beautiful weather and our enjoyment of it.

Congregant Comments: None

Amy responded to earlier comments:

Kirsten Lundeen's suggestion to make our efforts more visual: Officers discussed, and felt this kind of thing was best taken on by the ministers, Social Action Committee, and other "ground level" groups. We also should be cautious about how we share our work to be sure it's not just lip-service. Finance Committee would also be involved in how we use the budget for this.

Question about establishing the Communications Committee and a concern that we were ignoring the bylaws in forming a new standing committee. We did say it's a permanent committee, so it does technically violate. We recognize the similarity, but the committee is subject to the Gov. Bd's decision, and can be disbanded at any time.

FSC Thank Yous: Kristin M. thanked the Threshold Choir, which visits those dealing with illness and other things. They provide a lot of comfort. More people should know about it.

Governing Board March Minutes: Katie moved to accept the April minutes. Kristen L. seconded. Motion passed unanimously.

Finance: Win updated:

1. Financial Statements for April 30, 2022

- YTD Income
 - Pledges, Contributions of Record, and 'Other' all positive to budget
 - Cash Plate is improving
 - Rental income still lagging budget
 - Overall - \$25,427 better than budget.
- YTD Expenses
 - Administrative Expenses – non-cash 'adjustment to market' is now \$9,459. Since this is not a cash expense and we do not have to us GAAP, we decided to eliminate this from our income statements in the future.
 - /Utilities - \$46,510 over budget
 - Heat for 4 months is 15.2% higher than 2019 in cost, but it is 11.4% lower in usage.
 - Electric for 5 months is 44% higher than 2019 in cost, and it is 35% higher in usage.
 - Conclusion is that we budgeted too low because of the 3rd/4thfloor use and that we did not anticipate rate increases.
 - Win/Melissa will try to forecast where we will be at year end probably during our summer slow months.
 - We will also be reviewing our Samaritas Contract this Fall and adding additional utilities costs.
 - Overall expenses \$20,415 worse than budget.
- Actual Net YTD is (\$12,769) to a budget forecast of (\$17,781)

2. Foundation Investment Balance at end of April = \$3,964,437.

3. Unrestricted Cash Reserve is \$189,375.66.

4. The committee discussed research from Jarrod and George, and we are thinking of proposing a new policy:

"In the event multiple bids are not obtainable for even desirable on a highly specialized project Costing more than \$2,500, a justification for sole sourcing with the selected vendor will be written and submitted to the Officers Committee for discussion and approval before the work is contracted. If the total is over \$25,000, the Officers Committee will take their recommendation to the Governing Board for approval."

Win and Jerrod will work on additional language that encourages the attainment of competitive Bids, encourages use of minority owned businesses, and ensures that the price of the contract, Quality of the work, and service performed are all considered in the decision.

5. We reviewed and revised a document for the Governing Board on the history of splitting the Cash Plate 50-50 between Social Action and Church Operations. This will be given to the Governing Board at their meeting and a copy of the revised document is attached.

6. Last month's minutes – we quickly reviewed items that need to be completed in the next few months including risk management items.

Next meeting, June 14, 2022, at 5pm. In person.

Discussion about what's making the utilities over budget.

Motion to accept finance report by Jon. George seconded. Motion passed unanimously.

Stewardship: Win updated:

Final numbers are not recorded yet, but we anticipate that we raised @ \$4,500 for the Service Auction this year. A big thank you to Paul Arnold for making it happen this year 😊

- We sent out last week letters asking for contributions or pledges to past pledgers and to a lot of people who have given cash contributions, but not pledged. We did get one additional pledge so far.
- Sunday May 22nd at 2pm we will have the Fountain Street and Friends Talent Show. It will be a PBS style fund-raiser – asking for contributions during the event. James Taylor will be our MC and it should be lots of fun with great talent!!! We will have a reception following the event in the Social Hall with popcorn, coffee, tea, and lemonade. We would love to have additional sponsors (we already have 4) at \$100 or more.

THIS IS BEING POSTPONED UNTIL FALL TO REDUCE COVID NUMBERS.

We hope that we can get some Governing Board volunteers (or others 😊) to help greet folks, pass the hat, make popcorn, help with set up and take down.

Bell Tower: Win updated:

Not much to report. QE and Silman were on-site last week for the tower masonry investigation and survey of the bells and access design. Created an option for the attic access, so would like to schedule a time with you all to go over this. Thursday, May 19th at 3:00pm.

Also, our proposed project schedule is as follows based on when the on-site survey took place:

- Access design option review meeting: **May 19** (virtual) time options are 10:00am or 3:00pm
- Draft access design contract documents and draft tower masonry reports: **May 27**
- Draft tower masonry review meeting: **May 31** or **June 1**
- Finalize contract documents and reports submitted: **June 10**

Discussion on next steps and our communication with QE. Win says a lot depends on what this is going to cost and it's still early. QE indicated there could be a design option. George asked if we knew what the design option is - Win reviewed & isn't sure, they didn't say, but seems related to the tower stair construction options.

Kristen L asked if the company had the ability to do the work pending our approval. Win suggested it would be up to the board to decide and find the money for that. Clarification from Kristen to see that they had availability once we had money - well have to see when we get there.

Oversight: Steve updated:

We were charged to go through the policy documents. The main changes were to remove the mention of an executive team.

There areas of the document selected for change were 1-5, this time we are only reading through 1-4. Back and forth on how to understand the differences in the docs and how to read what the corrections were. Katie sent out the update which ultimately made it easier to understand. Board members will have to review the changes document to document and bring questions back for discussion

Geoff asked what the difference is between policies and bylaws. Amy explained that the GB can change the policies, which are reviewed every three years. Bylaw changes have to be approved by the membership.

Shellie asked about the Congregant Comment section. Might need a few changes based on changes we made earlier. Amy said they will be included at a later point.

Steve said they proposed changes about who can access records of individual giving. Previously it included ET. Now, all records of individual giving can only be accessed by the Senior Minister. Win discussed that often the stewardship committee has that information, at the very least the chair has that to use as needed. Christopher has made that available to Win, he hasn't needed to use that and this change would remove that which is fine.

Steve said that we like to be able to see if people significantly drop their pledges, because it might be for a reason that we should talk about.

Someone mentioned a delegation aspect for certain situations. Don't want to dump it all on the Senior Minister.

Kristin M. said it doesn't look like the changes match. We'll look at these docs again to make sure we understand.

Kristin M. asked about removing the bit about an Associate Minister. This was removed previously and keeps popping up in documents. So removing it now is correcting the updates that should have fully rolled out to all documents for access in 2019.

Steve reminded that there are different phases of the review.

Amy and Win thanked the Oversight Committee for this challenging work.

Staff Report: Rev. Christopher updated:

It feels like we're running on 10 through May. Win already mentioned moving the Showcase concert.

We have someone new in the office and that onboarding is going well.

Rev. Christopher will take a vacation in July.

Kristin M. expressed gratitude for FSC and its leadership with all that's happening in the world. Rev. Christopher said there is goodwill out there for FSC right now and the work we're doing.

Old Business: Win updated on the 50/50 plate contributions:

In reviewing history, I found that we started giving the plate to Social Action in 2009. Plate giving dramatically increased when 100% of plate was directed toward Social Action. That practice continued until the fall of 2019 when we approved a 2020 budget to split the plate 50-50 between Social Action and church operations. There were two rationales for doing this:

- When we were in difficult financial times, many in the congregation did not know it and saw the plate going to the community and not to the church.
- There are people who attend church and do not pledge. This provides them an opportunity to support the church and its ministry.

Other churches support the community and make it part of their annual budgeting process. Clearly, there may be other alternatives if the Governing Board wanted to increase the commitment to Social Action.

Win said Rev. Christopher said it really well this Sunday - we give to social action, but the church itself is doing things in the community, and the money that stays at FSC helps us support the community as well.

Brad asked for some further interpretation on these numbers. Win said Rev. Christopher made a good point - We give to social action, but the church itself is doing things in the community, and the money that stays at FSC supports that. Finances got really tight for a while so we are seeing improvement now. Hard to say how much the pandemic impacts this.

Geoff chatted that he still gives, but liked it better when 100% goes to social action. Jerrod suggested having more specified fund raising. Kristin L. said we need to take care of ourselves so that we can keep doing good in the community.

Brad reminded that his intent was not to make a motion for change, but to do the research. Taking a particular time for a particular cause seems ideal.

George said it was worth doing research to see how other churches do social action.

Jon said the SA Committee can certainly do that research.

New Business: Amy made a couple of announcements:

Senior Minister Search Committee - We had the special meeting yesterday:

Andrea Haidle, Marie Maher Penny, Paul Arnold, Kathleen Higgins, Judy Botts, Carol Townsend, Chip Wall Angie Walters, Natalie Beversluis were elected to the Senior Minister Search Committee

Wesley Beck, John Willette, Ken Norris, Mary Peterson, Kathy Barr were thanked for also running in the Senior Minister Search Committee election and for their commitment to Fountain Street Church.

We had many wonderful choices. Amy emailed the new committee with names and contact info and told them they are independent and can contact us if they need to. Also thanking the Officers and election inspectors for all their work.

Summer Workshop - Considering another Governing Board workshop on July 9, 9am -12:30pm

Congregant Comments: None

Adjourn: Jon made (his first!) motion to adjourn. George seconded. Motion passed unanimously and the meeting adjourned at 8:17 pm.