

**MINUTES OF CONGREGATIONAL MEETING
FAITH UNITED CHURCH OF CHRIST
DECEMBER 11, 2016**

These Draft Minutes and associated documents are available on the **Annual Meeting Web Page** at <http://www.faithuccrhoh.org/news-1/2016annualmeeting>

I. ATTENDANCE AND DIRECTORY

A copy of the Church Directory was circulated. Members confirmed that their contact information was correct and initialed the sheet to indicate their attendance.

II. CALL TO ORDER

The meeting was called to order by President Gail Yusko at 11:07AM, followed by an opening prayer by Pastor Gene McAfee.

III. MINUTES OF PREVIOUS MEETING

Reading of the Minutes of the Meeting of the Congregation on August 14 was waived, and the previously circulated Minutes unanimously approved. The Minutes as approved are now available to Members at <https://sites.google.com/site/faithuccmembers/mlc-minutes>

IV. REVIEW OF ANNUAL REPORT

The previously circulated Annual Report was reviewed. Brief reports were presented as follows:

- **Faith Formation Ministry (FFM):** Nancy Jacquet reported that, due to the minimal number of children in the Congregation, there will be no Sunday morning church school in 2017; children will attend Worship services instead. Accordingly, FFM will suspend active operation in 2017 except as needed for other Faith Formation activities, e.g., Lent and Summer adult classes.
- **Pastor's Report:** Apropos of the FFM developments, Pastor Gene called our attention to the section of his annual report where he says "...we need to think differently, creatively, and faithfully about what it means to be a mature church and how best to deploy our resources at this stage in our life. This is a vision and a future we will all need to help clarify and live into. As my friend and mentor, Peter Gomes, used to say to Harvard's graduating seniors: 'You do have a future. You just don't know what it is yet.'"

V. RE-VISIONING UPDATE

Following up on Pastor Gene's remarks, Jim Christensen presented a status report on the Re-Visioning process begun this year. The "Appreciative Inquiry" process has been put on hold until a more "lightweight" process can be formulated that will allow for more active congregational participation in the development of our vision for the future. Jim suggested that a question we might focus on is "What is God calling us to do and to become?"

Copies of the Re-visioning Report are available on the Annual Meeting web page and at <https://sites.google.com/site/faithuccmembers/reports>

VI. TREASURER'S REPORT

Phil Juarez presented the Treasurer's Report as of the end of October with the following highlights:

- Income as of the end of October was \$157K excluding a \$5K withdrawal from savings.
- Expenses as of the end of October were \$145K due to reduced expenditures for utilities and Faith Formation.
- A cash flow surplus of approximately \$11K is anticipated for the year.
- Recovery of \$2000 from a fraudulent check drawn on our bank account required the closing of the existing account. The new account contains a security requirement that all checks be signed by an Officer of the church. This will require an Amendment to the Constitution establishing an office of Assistant Treasurer, and election of an Assistant Treasurer (see items IX and X below).

The detailed Treasurer's Report and Summary are available to Members at <https://sites.google.com/site/faithuccmembers/treasurer-s-reports>

VII. CAPITAL CAMPAIGN

Phil Juarez reported that approximately \$30K will be required in 2017 for parking lot repairs and expansion of the tree island to resolve safety issues with tree roots undermining the adjacent parking area. With a balance of approximately \$10K in the Capital Campaign Fund, this means that an additional \$20K will be required next year.

The Congregation **UNANIMOUSLY APPROVED** a motion to set the amount to be raised by the Capital Campaign in 2017 at **\$20K**. With 53 giving units, this goal can be met with a contribution of **\$400 per giving unit**.

NOTE: At the August 14, 2016 meeting the Congregation approved the extension of the Capital Campaign for another 3 years. In addition to the amount to be raised in 2017, additional amounts may be required in 2018-2019 for capital improvements such as chimney repairs (an inspection by Technical Assurance has revealed deterioration of the chimney cap and brickwork, but no safety or structural issues yet).

VIII. BUDGET

Ken Willert presented the proposed 2017 Budget, which anticipates income of \$174K and expenditures of \$171K. This was **UNANIMOUSLY APPROVED**. The approved Budget is available on the Annual Meeting web page.

IX. ASSISTANT TREASURER AMENDMENT TO THE CONSTITUTION

The Congregation discussed and **UNANIMOUSLY APPROVED** the motion in APPENDIX A, with the markup shown in APPENDIX B, for an amendment to the Constitution to create the office of Assistant Treasurer.

The amended version of the Constitution is available at <http://www.faithuccrhoh.org/about-us/our-constitution>

X. ELECTION OF OFFICERS

The Congregation **UNANIMOUSLY APPROVED** the slate of officers shown in APPENDIX C.

XI. NEW BUSINESS

- Penny Knight raised the question whether Worship services should begin at 10:30AM rather than 10:00, given that there are now few or no families with other obligations on Sunday, e.g., children's soccer games. By a show of hands, a large majority indicated that it was the sense of the congregation that Worship should continue to begin at 10:00AM.
- The Congregation voted two VOTES OF THANKS BY ACCLAMATION:
 - To **Gail Yusko** for her service as President; and
 - To all concerned for circulating the Annual Report and other documents well in advance of this meeting.

XII. NEXT MEETINGS

The 2017 Meetings of the Congregation will be scheduled by MLC at its retreat in January.

XIII. ADJOURNMENT

The meeting adjourned at 12:11PM with a closing prayer by Pastor Gene McAfee, followed by the annual Church Picnic.

Respectfully submitted,
Jim Christensen
Secretary of the Congregation

APPENDIX A

A MOTION TO AMEND THE CONSTITUTION

of Faith United Church of Christ, Richmond Heights, OH
to be presented at the Annual Meeting of the Congregation
on December 11, 2016

Rationale:

1. The Church already has an unofficial Assistant Treasurer (Kathy Lorentz), who assists the Treasurer (Phil Juarez) by performing the payroll functions, including issuing paychecks.
2. New security measures by the bank now require that all checks be signed by an Officer of the Church.

Proposed Amendment:

- **VI.1: Change** "The President, Vice President, Secretary, and Treasurer of the Congregation constitute the Corporate Officers..." **to** "...Secretary, Treasurer and Assistant Treasurer of the Congregation..."
- **VI.3.b: Change** "...with the exception of the Treasurer..." **to** "...with the exception of the Treasurer and Assistant Treasurer..."
- **VI.8: Change** existing **VI.8** to **VI.9** and **insert** the following:
VI.8. Assistant Treasurer of the Congregation
The Assistant Treasurer may perform any of the functions and exercise any of the powers of the Treasurer as may be mutually agreed from time to time between the Treasurer and Assistant Treasurer.
- **VII.1: Change** "...the elected officers defined above" **to** "...the elected officers defined above, with the exception of the Assistant Treasurer."

APPENDIX B

MARKUP OF THE PROPOSED AMENDMENT to the Constitution of Faith United Church of Christ

~~Deleted text~~ Inserted text

VI.1. Corporate and Elected Officers

The President, Vice President, Secretary, ~~and Treasurer~~ and Assistant Treasurer of the Congregation constitute the Corporate Officers of Faith United Church of Christ. The Corporate Officers and the At-Large Members of the Ministry Leadership Council (MLC) are **duly elected officers** of the church subject to this Constitution.

V.1.3.b. All officers shall serve no more than two (2) consecutive terms, with the exception of the Treasurer and Assistant Treasurer, for whom there is no limitation on the number of consecutive terms.

VI.7. Treasurer of the Congregation (no change)

VI.7.a. The Treasurer shall keep separate accounts of all money received.

VI.7.b. The Treasurer shall pay all bills as empowered by the MLC.

VI.7.c. The Treasurer shall make a monthly report to the MLC and an annual report.

VI.7.d. The books of the Treasurer shall be subject to an annual review and periodic audit by an Auditing Committee to be appointed by the MLC.

VI.7.e. The Treasurer shall establish the exact accounting system and methods to be followed after consultation with the MLC.

VI.7.f. The Treasurer may with the approval of the MLC, invest endowments, legacies and trust funds in such securities as are legal investments for Trustees under the laws of the State of Ohio, and in accordance with the Investment Policy adopted by the MLC. The income from the same shall accrue to the proper fund.

VI.8. Assistant Treasurer of the Congregation

The Assistant Treasurer may perform any of the functions and exercise any of the powers of the Treasurer as may be mutually agreed from time to time between the Treasurer and Assistant Treasurer.

VI.89 At-Large MLC Members

VII.1. Composition

The leadership of this church shall be vested in the Ministry Leadership Council (MLC), which consists of the Pastor(s) plus the elected officers defined above, with the exception of the Assistant Treasurer.

APPENDIX C

Faith UCC Officers Ballot

New Officers:

Barb Holtz - President

Kathy Lorentz – Assistant Treasurer

2-Year Term Renewals:

Jim Christensen - Secretary

Kaye Gardiner - MLC Member-at-Large



Continuing Officers:

Carol Cover - MLC Member-at-Large

Scott Dorey - Vice President

Kelly Holtz - MLC Member-at-Large

Phil Juarez - Treasurer

Mike Nedrow - MLC Member-at-Large

Kimberly Whitney - MLC Member-at-Large

Christine Wilkinson - MLC Member-at-Large