

# Flagstaff Federated Community Church

## BOARD OF TRUSTEES MINUTES

September 22, 2009

Lowing Insurance Agency, Business Automobile I Policy #0800106-09-355814

Church Mutual Certificated of Insurance, Umbrella Liability, Lowing Insurance Agency Policy #800001

(Master Policy under Desert Southwest Conference, UMC)

Communion is served on the first Sunday of the month, at Lenten Soup Suppers, and on special occasions.

**CALL TO ORDER** – The President, called the meeting to order at 6:00 pm.

**TRUSTEES & OTHERS PRESENT** – 11 Trustees, 3 staff, 4 guests

**TRUSTEES ABSENT** – 4 Trustees excused

**QUORUM PRESENT** – 8 needed according to the By-Laws. A quorum was present.

**DEVOTION** – Nita Paden gave a devotion entitled “May Shirley Goodnest and Marcy follow you all the days of your life!!”

**OPENING PRAYER** – was led by Jed Schenck.

**CONGREGATIONAL CONCERNS** – Brittan Davis, representing Christians for the Earth, gave a short presentation on environmental stewardship suggesting the purchase of “Green Energy” from APS. This would be on top of the regular electric bill and would be the purchase of 100 kWh “blocks” of power from wind and geothermal sources at a premium of \$1 per block plus tax or \$13.20 for a year. The BOT asked that Brittain determine what APS is using the money for – research? Can the church purchase power by the entire payment being “green”? It will be on the agenda at the next BOT meeting.

A report by Jeff Rockow, Jennifer Cunningham-Mott and Andy Rusk was given on the Sanctuary Project. The team gave a well-presented report in the church sanctuary. They detailed the design by using a PowerPoint presentation and were ready for questions from the BOT. The basic plan is to cover the tiles on the sanctuary ceiling with a material that looks like old tin ceiling tile and it is to be painted. One main lighting fixture is to be added approximately where the skylight exists now. The skylight will be closed. However, a system of light tubes will be added to give the sanctuary sunlight. There will be spot lights that will highlight special areas of the sanctuary, such as the stain glass windows. Careful research was done as far as placement and type of lighting. The project would run somewhere in the area of \$61,000 and would include a 10% contingency amount to cover what might be found in the installation process. The amount is to allow for the age of the building. The proposal will be discussed at the end of BOT business.

**APPROVAL OF THE AGENDA** – Kent Christensen made the motion that the agenda be approved as written. MSP

### CLERK’S REPORT

- Regular BOT meeting – August 25, 2009 – Elizabeth Dobrinski made the motion that the minutes be approved as written. MSP

### CORRESPONDENCE RECEIVED AND SENT

- The BOT agreed that the Congregational Meeting will be held on Sunday, December 6<sup>th</sup>. This is the meeting where the 2010 Budget is presented and the Class of 2012 will be voted upon.
- The Charge Conference Meeting will be held on Sunday, January 17, 2010. Interim Presbyter, Rev. Dave Wasserman will conduct the Charge Meeting and Rev. Dr. Candace Landsberry, District Superintendent will be the guest preacher.
- A letter was received regarding the Review of Session Records (Membership Records of the Presbyterian Roll and Board of Trustees Minutes) do not need to be reviewed this year per Presbytery action that states if church records were reviewed in 2008, they do not need to be reviewed again until 2010.
- A post card from Opticos Design Inc. and their planning team, states they will be hosting a design *charrette* to prepare for the application of Form-based Codes in the city of Flagstaff. They will be using Rees Hall during the week of October 5th to 9th for the greater part of each day and into the evening. A report from the City website, related to this project, is on file in the church office.
- A Certificate and thank you note from Flagstaff Family Food Center for the support given by Federated was shared.

**PASTOR’S REPORT** – A written report by Jed Schenck is on file in the church office.

- Jed reported that a copy of the US Congregational Life Survey and the Strategic Planning Survey will be included in the October issue of the Bell Tower. It will be mailed out on September 25th.

**PROGRAM DIRECTOR'S REPORT-** A written report by Karen Appleby is on file in the church office.

- Sunday School is off to a great start, there are now 3 classes for children. There are new people teaching Sunday School as well as those that have returned from last year.
- The Day Apart retreat was held last week and was a great success. The Women's Retreat will be held in November.
- October will be like mission month. Gene and Glenda Hill will lead a Sunday School class with a mission theme, the Peacemaking Offering will be collected on Sunday, October 4<sup>th</sup>, the Mission Brunch will be on Sunday, October 11<sup>th</sup> on Healing Waters International and there will be a craft sale on October 25<sup>th</sup> of crafts from African Team Ministries.

## **MINISTRY TEAM PLANS, GOALS, & ACTION REPORTS**

**Buildings & Grounds** – a report by Mick Henry is on file in the church office. Gwen Koreltz reported that the Yellow House has been stripped and re-painted.

- The Rock House window has been replaced and the renter is doing a lot of up-grade work to the house.
- A handicapped sign has been placed on the lamp post. Now the snow plow will not bend the sign.
- More bids will be obtained for the sanctuary front doors.
- The next work day will be on Saturday, October 3<sup>rd</sup> at 8:00 am

**Care** – Nita Paden reported that she is checking the Prayer Chain for people that might need CARE.

**Church Promotion** – Angie Rockow thanked everyone for making "Invite a Friend Sunday" a success.

**Discipleship** – No Report

**Fellowship** – Eudora Larson reported that the team helped to celebrate Captain Bob Nichols 92<sup>nd</sup> Birthday with a cake and goodies between services on September 6<sup>th</sup>. The Commander of the Merchant Marine Academy at Kings Point, New York, sent Birthday wishes and thank you for his service to our country. He was very pleased to have everyone help him celebrate.

**Finance & Treasurer** – The August Treasurers report is on file in the church office. Pat Loven was present to give the Treasurers report for Dale Salzman.

- Pat reported that giving is about where it is expected for this time of year. Pledges will be paid up by the end of the year. Expenses are under control.
- Ministry Teams 2010 budgets are due Sunday, October 4<sup>th</sup>.
- Rental income paid for the stripping and painting of the Yellow House

**Foundation Team** – No Report

**Lay Leaders** – No Report

**Membership** – A report by Elizabeth Dobrinski is on file in the church office.

- Elizabeth reported that Membership reviewed the Friendship Pads that Church Promotion designed. The Team moved that the new forms be accepted as presented with the exception that the old forms should be used up before the new forms are ordered/used.
- Eudora Larson will continue to keep membership records and will send letters to local visitors who leave an address on the Friendship Pads.
- Church Promotion will continue to deliver flowers to those first time visitors who leave addresses.
- Membership and Ushers will be responsible for ordering and keeping the Friendship forms in place and Promotion will be responsible for the content of the monthly "What's Happening" information, including printing and inserting in the binders.

**Nominating Team** – Angie Rockow reported that the team will meet on September 23<sup>rd</sup>.

**Outreach & Social Action** – No Report

**Personnel** – A report by Jennifer Cunningham-Mott is on file in the church office.

- Jennifer reported that the team approved the hiring of Doug Kilburn as Youth, Co-Director. Jennifer so moved that the BOT approve the hiring. MSP
- The Youth Advisory Team will meet soon with Karen Appleby, Bill Crawford, Doug Kilburn and Jennifer Wytasko.

- Jennifer reported that the team approved the change in title from Secretary to Administrative Assistant for Carol Denmark. Jennifer so moved that the BOT approve the title change. MSP

**Stewardship – No Report**

**Worship & Music** – A written report by Duane Bromgard is on file in the church office.

- Duane reported that no change is recommended at this time for Open Sanctuary but it is becoming increasingly more difficult to find volunteers.

**OLD BUSINESS**

- Strategic Planning Team report – Jed Schenck reported that the team continues to meet and discuss survey results, as well as focus on discussions with staff members and ministry teams.

**NEW BUSINESS** – President Elect Angie Rockow excused herself from the following portion of the BOT meeting in order to allow free discussion on the Sanctuary Project. Jeff Rockow is the chairman of the committee.

- Following a frank and thoughtful discussion, the BOT made the recommendation that the Sanctuary Project be referred to the Strategic Planning Team. If Strategic Planning determines it should be part of the future plans for Federated it will be included.
- It will not be a line item in the 2010 Budget.
- The Strategic Planning Team will have a report ready for the BOT the first of the year. It is up to the BOT to decide/set/establish the strategic plan with the recommendation provided by the Strategic Planning Team.

**PRESIDENT'S REMARKS** – Nita Paden expressed her thanks for everyone's candid participation in the discussion.

**ADJOURNMENT**

**CLOSING PRAYER** – was led by Jed Schenck.

**Respectfully submitted,**

**Clerk**