

# Church Council Meeting Minutes

From meeting held May 24, 2016



Present: Carol Adair, Lisa Carr, Deb Clark, Christine Fuqua, Laurie Geschrey, Pastor Aaron James, Marie McPherson, Carol Radovich and Robert Skutt

Absent: Terry Aylesworth and Bruce Batt

The meeting was opened in prayer led by Pastor Aaron at 6:45 pm.

**Welcome** to new members: Christine Fuqua, Laurie Geschrey and Carol Radovich. The Clerk position is open. Carol Radovich volunteered to be Clerk. There was approval from the Council members. There are now six At-Large Council Members.

The **minutes** of May 10, 2016 were reviewed. It was moved and seconded that the minutes be approved as written, with the addition of action items to be brought forward from previous meeting in April (the outstanding items have been carried forward and are noted below). The motion carried.

## Old Business:

- The **Columbarium** was discussed, including its current status with Lisa Carr giving background information.
- Pastor Aaron shared a proposed power point presentation describing the financial and design overview.
- A letter was received from the Brickman Group, explaining the proposed location of the Columbarium.
- Concern was voiced that the proposed site will require changes in the original expansion plans of the church building. Changes to the masterplan will need to be taken to the congregation for approval.
- The following areas will need to be clarified:
  - More detailed cost of "hard" landscaping
  - A second quote for construction
  - Information from other churches that currently have a Columbarium
  - Future maintenance costs and who will be responsible for those costs, Building & Grounds?
  - Letter to the endowment team requesting specific amount to be allocated
  - **Lisa** will immediately follow up with the Columbarium Team
  - **Robert** will review sample contract and By-Law documents for ongoing management and maintenance of the project – for discussion at next meeting.
- As a point of reference, as part of its governance work, Council will need to develop a policy for handling future projects of a similar nature.
- The **Fundraising Policy** final draft was presented by Carol Adair. After review and discussion, it was moved and seconded to approve the policy. The motion carried.
- Current **action items** and **future business** from Council's previous meeting include:
  - Action: **Lisa** will immediately request that the Columbarium Team provide a list of individuals who purchased niches (note: collected funds are currently held in a separate account, specifically designated for the Columbarium)
  - Action: **Lisa** and **Robert** to draft an overview for the Governance Task Force that outlines general expectations and anticipated responsibilities – due 6/28
  - Future: Council needs to define the role of the Pastoral Relations Team and work to fill that team.
  - Future: As part of our governance process, a current organizational chart needs to be developed.

## New Business:

- Council meetings will be scheduled twice per month, the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays, with one meeting for business and one for strategic planning.
- Council Retreat dates were discussed; Saturday, June 18, 2016 or Saturday, July 9 were mentioned for consideration. Suggested time is from 9:00 am – 3:00 pm at a place to be determined.
- **Robert** will e-mail the Safe Church Policy by 6/1 to the Council members for review prior the next meeting.
- **Council members** are requested to compose a short "bio" to be distributed to the congregation. They can be brought to the next meeting.

The next meeting will be held on June 14, 2016 at 6:30 pm at the church.

There being no further business, the meeting was adjourned at 9:05 pm and closed in prayer led by Pastor Aaron. Carol Radovich, Clerk