

Meeting Minutes

Members Present:

Dan T, President
John D, Secretary
Chuck P, Finance
Laurie S, Youth Ministry
Gary S, Property
Mary C, Social Concerns
Tom E, Management
Bridget S, Christian Education
Jeff D, Evangelism
Jamie P, Worship and Music

Leslie B, Stewardship
Lynn T, Congregational Life
Pastor Deanna W, Sr. Pastor
Pastor Sue W, Visitation Pastor

Staff Present:

Kathy F, Youth & Family Ministry

Members Absent:

Brendan R, Vice President; Lindsay A, Past President Ex Officio.

The meeting was called to order by president Dan T at 7:05 P.M.

Devotions - Gary S shared a moving personal homily with the council.

Minutes - The October minutes, having been previously distributed to council members for comment, were approved as amended.

Pastor's Report - Pastor W reported that she has applied, together with three other pastors, for a grant to develop worship and study materials focused on Mark 4:28.

Finance Report - The Treasurer's October report indicated that expenses exceeded receipts by about \$7,000, but that the year-to-date financial position still was positive. Chuck expressed concern that the regular giving for both September and October was down substantially. These are months where giving is normally above average. All other HTLC expenses are on course. The cost of this year's Youth trip to New Orleans (NOLA) has now been fully covered by fund raising and special contributions.

Budget Process Update - Tom E thanked the committee heads for their timely inputs to the budgeting process and reported that the budget process update is well under control. Tom is working with the Management Committee and the Treasurer and expects to have a budget recommendation, on schedule, at the end of the year.

Recommendation to Establish an Audit Committee - The Management Committee and Treasurer recommended to the council that an audit committee be activated to review processes and procedures. It was agreed that such a committee should not "look back in time", as such efforts would only be "academic" and that there was no reason to believe there were losses from any past issues. The proposed committee should rather look ahead and establish procedures and safeguards. A motion was made to appoint an auditor. The motion was seconded, but after some discussion, the motion was tabled until December to allow time to draft a motion that will address questions raised by council members.

Questions were raised regarding the guidelines of our Endowment Committee. Chuck P noted that the foundation document that established the Endowment Committee guides

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the Endowment Committee and that changes to that document must be ratified by the congregation. Chuck is looking into document definitions in conjunction with the Management Committee.

Stewardship – Pledge Campaign and Fund Raising Coordination & El Milagro Update

Leslie provided a thorough update of our stewardship campaign and procedures for coordination among HTLC groups seeking contributions from members. The council agreed that all such efforts must be coordinated with the chairperson of the Stewardship Committee (Leslie). Details are provided on the Stewardship Committee Minutes, attached to the office copy of this report. Leslie also noted that the committee recommends making a VISA/Mastercard program available for member donations. More details are required, however, and the matter will be considered again at a future meeting.

Mary C provided an update on our congregation's giving to El Milagro in 2009 and indicated we are about \$4,000 short of the goal of \$17,000. A detailed presentation, the El Milagro Financial Summary, is attached to the office copy of these minutes. Agros has requested HTLC to continue sponsorship for a final two years. A motion was made to continue the support of El Milagro for an additional two years at \$15,000 each year. This commitment will remain an "off budget" program; that is, it will not be funded out of the general fund. The motion was seconded, and after some discussion affirming that, while HTLC would do all in its power to honor its pledge, HTLC would not have a legal obligation to do so, the motion passed without dissent.

The council discussed the concept of budgeting for special projects such as El Milagro and is considering whether the funding of future social ministry/outreach programs should be made a commitment of the congregation and carried on the budget. No decision was made.

Following the El Milagro presentation, Mary noted that future outreach plans include continuing support to The Compass Center, initiating a relationship with First Place School, Hamoni, and our Emergency Feeding Program.

Member of the Year Award - The council was provided with the congregation's top recommendations for member of the year. Some members of the church council were excused from deliberations as they were among those mentioned. After some discussion, and a feeling with some that council members should not be considered, the council voted and selected this year's member of the year. The selection will be announced in January.

Library Committee Request for Book Fair - Bridget S requested approval for a proposed book fair to be held on the last two Sundays in January. The sale would feature Acorn books (for children) with half of the profits going to HTLC for library use. A motion was made to go forward with that plan, was seconded and passed unanimously.

Recap of "Coffee With the Council" - It was generally agreed that we should try to improve notification and visibility of future "coffees" to attract more participation.

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Annual Meeting Preparations - Pastor W suggested that we make the annual report available to the congregation one week prior to the congregational meeting. Also required prior to the annual meeting are: a slate of candidates to replace outgoing nominating committee members and synod assembly representatives, and biographical sketches of all nominees 3 weeks prior to the meeting.

Committee Updates

Congregational Life - Lynn met with several committee members at the home of Althea E to firm up plans for the annual Christmas Dinner, to be held on December 12. The dinner will be halibut and salmon. We will pay the helpers (some of our youth) \$25. Wine will be served and we will be treated to Christmas songs by our choir leads. Price is expected to be around \$25 per person.

There will be three advent soup suppers, one each on Dec. 2nd, 9th and 16th.

Worship and Music - There will be services at 4 P.M. and 11 P.M. on Christmas Eve. The praise band will provide music at the 4PM service, the Sanctus Choir at the 11 P.M. service. There will be only one service on the Sunday after Christmas.

A program to obtain the new "cranberry" hymnals will begin in the new year.

Youth - Laurie S reported on plans to redecorate the youth room, no money will be required for that project. The high school youth service programs are fairly ambitious and sometimes suffer from less than hoped for participation. Service opportunities in the near future include: two days at N.W. Harvest, and a Christmas project for First Place School.

The 4th and 5th grade students are sponsoring the Angel Tree this year. The tree will go up on the 25th of November. They will shop on the 12th of December and deliver the gifts on the 23rd.

Christian Education - Bridget S announced that the church nursery would have a paid attendant who will receive \$250/ mo in November but would like \$300 per month if continuing into 2010.

The Hamoni bank program continues, the banks will be turned in at the Advent Fair.

Property - Gary S is pursuing a lighting subsidy program for the church with PSE. PSE will conduct a no-cost energy audit of the church. The lower parking lot lights have been put back into service and now operate with a light sensor.

The council received the Property Committee report on the progress of the remodel of the main floor women's restroom and the completion of a new office for Pastor W on the East side of the church complex.

Chuck P reported on a survey (cost \$2,000) of the church roof that was required of HTLC by our insurance company. The report noted that some repair is required in the next year, but that the steep shake roofs over the chapel and sanctuary are in good condition. Chuck recommends that we include in our budget for next year sufficient funds to repair the flat roofs and replace shakes as necessary on the less sloped portions of the shake roof. Cost to be determined.

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Evangelism

Jeff D reported on the progress of determining our membership more accurately. 139 households have not responded. He has 100 photos so far for our new directory. Neighborhood group formation continues. Also, Jeff reported that we have received three new members.

ADJOURNMENT: The meeting was adjourned at 9 P.M.

Respectfully submitted,
John D, Secretary