**CUMC/WESLEY FOUNDATION**

**CHURCH COUNCIL MINUTES**

**February 27, 2020**

**Minutes of Meeting**

**Members Present:** Brenda Allen, Denny Coon, Adam Faeth, Jen Hibben, Jane Jacobson, Jason Janssen, Gerry Kennedy, David Orth, Mary Wickham, Steve Williams

**Members Absent:** Jennifer Plagman-Galvin, Jodi Risdal

**Staff Present:** Lindsay Drake

**Call to Order**

Chair Orth called the meeting to order at 7:04 p.m., and Kennedy provided an opening devotion.

Chair Orth read an email from Tim Gossett asking about hosting a community session about the Coronavirus in the Annex auditorium and requesting the church sponsor the event or waive the room-use fee. Coon said that Gossett would take care of setting up the event with Vanessa Burnett. Chair Orth said that the event would be held by Burnett’s Super PAC, Shift the Country, but that it would not be a fundraising event. Coon said he thought a session about the Coronavirus would be a good community event. Jacobson said she through this would fit well with the theme for Lent about connecting with our neighbors. Allen said she knew Burnett’s work has been in community disaster preparedness. She had worked with the national fire service helping with fire prevention. Wickham asked if health care professionals would be involved in the session to help answer questions. Jacobson said she would like the church to be part of the conversation in the community, but she wanted to make sure this was not competing with others. Kennedy said Story County Coalition For Disaster Recovery is involved in training volunteers for all kinds of community disasters. The council discussed whether it had the authority to waive the room-use fee, or if Properties and Trustees had that authority.

Coon said he would tell Gossett to check with Story County Coalition For Disaster Recovery

to make sure they are aware of the session and check in with Properties and Trustees about waiving the room use fee.

**2020 Budget**

Janssen presented the 2020 budget approved by Finance Committee. Wickham asked why the offering lines were budgeted 7% higher in 2020 than in 2019. Janssen said that the actual 2019 offering numbers were higher than budgeted in 2019. Wickham asked what the Estimate of Giving cards were so far. Chair Orth said that so far, the EoG cards were only about $540,000. He said that the line used on the budget in previous years was always a guess based on the cards turned in until some cutoff date. He said that the 2020 budget’s income lines were a 1% increase over the actual income in 2019.

Janssen said that some of the expenses were adjusted since the early budget was presented in the fall. Wickham asked about the $77,656 deficit line before the Wesley Foundation’s shared expense was added in. Faeth said that Wesley Foundation does have some income even outside the conference funding. Janssen clarified that the shared expense is a salary reimbursement for several staff positions. Wickham asked if the Wesley Foundation and church budget should be combined to make this clearer. Chair Orth said that there is a group looking at how Wesley Foundation should be structured in the future. Jacobson asked if the Western Property group still had a separate budget. Janssen said that they do have a separate budget. Chair Orth said that they are also looking at incorporating the Western Property group into Properties and Trustees.

Wickham asked to add a column with the actual numbers of 2019 to the 2020 budget. Drake said it was also helpful to have the 2019 budget numbers to compare against this year.

**A motion was made (Jacobson) and seconded (Wickham) to approve the 2020 budget as presented by Finance Committee. Motion carried.**

**Nominations Subcommittee Report**

Drake summarized the process and timeline proposed by the nominations subcommittee. She said the process starts with clusters and committees bringing their nominations to their respective councils in May. After that, a Nominations Committee would meet to review the nominations and provide recommendations to the Church Council. The proposed members of the new Nominations Committee were the Senior Pastor, Director of Adult Discipleship, Administrative Council Chair, Ministries Council Chair, and Church Council Chair. The Church Council would approve the nominations in June or July, and the process would repeat to fill any remaining vacancies by the end of September. Drake said it worked well this year to have the chairs of the clusters and committees ask the nominees. Coon said he thought it was a good idea to have the senior pastor to provide input on the nominations process. Sometimes they have insight into what’s going on in people’s lives, or they know if someone raised concerns privately about not wanting to be on a certain committee. Drake said that the Book of Discipline does say the senior pastor should be the chair of the nominations committee.

Jacobson said that this Nominations Committee would be more of a clearing house. The nominations should bubble up from the clusters and committees and this group would just help to coordinate nominations.

**A motion was made (Kennedy) and seconded (Jacobson) to approve the nomination process timeline and composition of the Nominations Committee presented by the nominations subcommittee. Motion carried.**

Drake and Allen discussed the leadership celebration. Drake said that it would be a good opportunity to present the slate of leaders to the congregation. Drake and Coon would pick a date. Chair Orth said he thought the subcommittee could go ahead with the planning of the leadership celebration.

Chair Orth asked if anyone remembered why the council referred a decision on the proposal to have a chair-elect, chair, and past-chair brought forth at the last meeting to the nominations subcommittee instead of taking action on it at the last meeting. The consensus on the council at the previous meeting seemed to be to adopt this proposal.

Chair Orth said he was willing to serve as the past-chair next year. However, Janssen did not want to take over as chair next year with everything else he is doing for the church. Chair Orth said the council needs to find someone who is willing to serve as chair-elect for the remainder of the year.

Kennedy said the church needs to start looking at leadership development. Drake said that she and the chair of Staff-Parish Relations Committee had been talking about a leadership development team.

Chair Orth suggested forming a leadership development subcommittee. Drake and Coon volunteered.

Chair Orth asked the council to bring suggestions in March for a person to serve the church council as chair-elect starting later this year. Jacobson suggested the council could approve a list of up to three people to ask at the next meeting. She said that Orth could then ask them in order, and the first one to say yes could start in April.

**SPRC Report**

Chair Orth said that he met with Staff-Parish Relations Committee to discuss the extra hours that Keltgen, Jansson, and he were spending on the transition to using an outside financial firm. SPRC did not take any action at that meeting, but they were made aware of the issue. Coon said he would visit with staff the find out what they were doing that is not part of their job description.

Williams said that the example from earlier where someone wanted the room use fee waived should be passed along to SPRC as a real need. Williams said that this is a campus, and there needs to be someone else who can help manage it so that these kinds of requests do not have to find their way to the senior pastor. Jacobson asked if room use was written into Keltgen’s job description. Coon said that it was part of Wingert’s, but Keltgen does not have a job description.

Chair Orth said he had the opportunity to discuss a Chief Operations Officer position with the incoming senior pastor, Mary Lautzenhiser Bellon. She wanted to live in the church for a time to see what needs might be unmet before such a position were created.

Chair Orth said that at a previous meeting, the topic of a transition team was raised. It was not something put on the council’s plate, but he wanted to make sure the council felt the transition was being handled before retiring the topic. Chair Orth asked Coon if he felt the transition was being handled. Coon agreed.

**Church Structure Document**

Chair Orth asked the council for any feedback on the structure document that the church has now followed for a year.

Wickham asked if it would be a benefit to combine Church Council and Administrative Council so that council would have representation from SPRC and Properties and Trustees. Chair Orth said that in the past, the single church council was getting bogged down with administrative reports and did not have time to tackle strategic decisions. Kennedy said he has seen a lot of momentum growing in the Ministries Council, almost like the shackles had been removed when it was separated from the Administrative Council. Drake said she thought the Administrative Council was still finding its purpose. Wickham suggested that the budget subcommittee process could have gone through the Administrative Council.

Jacobson said the thought it muddied the waters that Church Council, Administrative Council, and Council on Ministries were all called councils. She said that maybe Church Council could include something to make it clearer that it was about strategic planning. Kennedy said it might be a good idea to come up with different names because the *Book of Discipline* used to refer to the Administrative Council as the governing body of the church, and now uses Church Council instead. He said it may cause confusion to have bodies with both names in the church. Coon said that many churches still call the governing body the Administrative Council.

Drake suggested that the document could be updated to say *current structure* instead of *proposed structure*, and it could still say the church can revisit structure in a year. Allen said that there could be a number of edits made to the document to reflect that the church was living in the structure now.

Wickham suggested that on the diagram included in the document, the Endowment Board should be shown as a separate entity since it was a separate legal entity. Chair Orth said he thought the diagram was trying to show the representation of the Endowment Board on the Church Council rather than a subordinate role.

Chair Orth asked whether the purpose of the document was to publish on the website, or to put in a binder in the church office. Jacobson said she thought this information should be on the website. Allen said that having something written down and a check every year provided a chance to say whether the structure was working. Allen said she thought the structure document should be transparent, so that if anyone asks about the structure, she can point them to the document. Orth suggested posting the structure document and the organization chart on the new Leadership tab of the website to explain to members how the church is organized.

Drake said she thought the church needed to have something for the new people that is not a six-page document. Wickham suggested that as the website evolves, the bulleted descriptions of each committee might serve that purpose.

Williams said that the description of the Church Council might start with the phrase that it was the governing board rather than the membership. Allen said she was hearing that all of the group descriptions should start with the purpose of each group. Currently each description starts with the members.

Allen, Jacobson, and Drake volunteered to form subcommittee to revise the church structure document.

**Strategic Plan**

Chair Orth said the council discussed starting a strategic plan at the last meeting, but the council was not sure if it should wait for the new senior pastor. Coon talked with Twila Glenn, who was a retired consultant. She asked if the church was ready to do a strategic plan. She said a lot of churches start a plan and do not finish it, or it sits on the shelf after it is finished.

Coon said that Glenn suggested the following questions might guide the process:

* Why is it important to establish a strategic plan at this point in C/W’s history?
* How can we leverage the talent/strengths in the church to write a shared strategic plan?
* What would we hope to accomplish by writing a shared strategic plan?
* What unresolved issues exist that we need to address in order to write a shared strategic plan?
* How can we be sure we write a shared strategic plan and not leave it on the shelf to collect dust?
* Who should be involved in writing a shared strategic plan for C/W?

Coon said that Glenn recommended a consultant in Des Moines who did a great job helping DMARC. Williams said he also knew that consultant was on the state ecumenical board.

Coon said he could run a World Café model with the adult Sunday school classes to ask some of these questions. Wickham said she liked Coon’s idea of involving the adult Sunday school classes because it is important to bring people along in strategic discussions.

Allen said the council could take time at each meeting to discuss one or two of the questions. She suggested it might discuss the questions at the beginning of the meeting so that people are not losing energy toward the end of the meeting. Chair Orth suggested tackling three questions in March and three in April.

**Adjourn**

Hibben provided the closing prayer. The meeting adjourned at 9:03 p.m..

The next meeting was scheduled for March 26th.

Respectfully Submitted,

Adam Faeth, Secretary