

UCCPH Council Minutes, (Nov. 14, 2023) 5:30 pm

Attendance: Jan Narracci, Kay Frunzi, Melissa Birdwhistell, Paul Campbell, Gene Eliassen, Al Thompson, Pastor Russ Kirby, Eileen Enterline

The Council meeting was held on Zoom, due to multiple people not able to attend in person. Al Thompson was established as the timekeeper and Kay Frunzi as recording secretary. Pastor Russ opened the meeting with prayer.

Moderator Report: Jan Narracci

Don Wick and Jan Narracci are updating the UCCPH website.

Transition Pastor Report: Russ Kirby

There will be joint Thanksgiving Service on November 22, 6:30 pm at the Joy Lutheran Church at 7051 Parker Hills Ct. A Christmas piano concert by Dr. Chappell Kingsland will be held on December 2, 2023, at 3:30 pm at UCCPM.

Motion (Made, Seconded, and Approved): The church will cover a payment of \$300 for the cost of the concert as a gift to the community.

Dr. Chappell Kingsland will be offering a Christmas piano concert, live and on Zoom, at UCCPH on December 2 at 3:30 pm. The Council recommended that the church pay \$300 for the concert as a gift to the community.

With Pastor Russ working half-time, and in the future a settled pastor working three fourths time, it is important for the Council to have part-time pastoral time awareness. With Pastor Rus working half-time there is a need for a fast response care team of two-three individuals to help support congregants (death, illness, surgery) to assist Pastor Russ in his pastoral care role as a half-time pastor. Jan will take this idea to the Care and Nurture team. The Council will start the process of considering various part-time pastor topics, such as emergency care and nurture team needs, mileage and time for pastoral care, meetings scheduled, calendar planning, use of Zoom, etc. This attention to a part-time pastor role will help the Search Committee, as they share with potential candidates more clarity on what the position entails.

Motion (Made, Seconded, and Approved): To allow Pastor Russ to consistently work Wednesday, Thursday, and Friday, the Council meetings will be moved from Tuesday evenings to Wednesday evenings.

Treasurer's Report/Covenant Commitment Report: Paul Campbell

The Covenant Committee met and will distribute a pledge letter to families in December 2023. Messages will be included in the church bulletin and newsletters. Currently, the church revenue is more than the expenses by approximately \$10,000. A message will go out to the congregation on how giving through Required Minimum Distribution (RMD), which is tax free.

Old Business:

Update on Montessori efforts: Jan Narracci and Kay Frunzi

The meeting with the Montessori leaders was cancelled, so there is no report.

Safety plan: Jeremy Birdwhistell, Sean Heidman, and Kay Frunzi will share the safety plan with the congregation after the worship service on Sunday, November 26, 2023.

New Business:

Faith formation: Eileen Enterline

Eileen stated that she will step down as the leader of the Kids' Faith Formation on June 1, 2023, and only serve as a substitute after that date. She reported that the number of children participating in the program has decreased across the year, with an average of children from 2-3 families on a Sunday. The curriculum is going well with the current topic being land and plants, followed by the topic of Easter/Lent, and ending her tenure with the topic of animals in the Bible. Eileen will meet with the parents of the children in January or February.

Mission team update: Jan Narracci

There was a discussion on Mission Team events for the holidays. Gift cards will be given to refugee families. There was a discussion on Help and Hope.

Motion (Made, Seconded, and Approved): A motion was approved to allocate \$200 for each of the 5 for 5: (One great hour of sharing, Our churches wider mission, Strengthen the church, and Neighbors in need.) A collection will be taken for The Christmas Fund.

Mission Statement/Why statement: Jan Narracci

Jan emailed the church's mission statement and Why statement prior to the meeting. There was clarification that a mission statement compels the church to forward into a desired future in one sentence. What we have called our mission statement is a list of our values. It was agreed that we will reflect on a mission statement and involve the congregation in the development.

Council terms/New additions: Jan Narracci

Following is a chart of Council member terms.

1st Year on Council	2nd Year on Council	3rd Year on Council	Eligible for another 3-year term if re-elected by the congregation
Melissa Birdwhistell	Paul Campbell Gene Eliassen Al Thompson		Jan Narracci Kay Frunzi

Two additional people (Luke McWilliams, Nathan Ablicka) voiced interest in serving on the Council. They will need to go through the church vetting committee and have congregational approval before serving on the Council, starting January 1, 2024.

Administrator job description/contract: Jan Narracci

Currently, the administrator job description/contract includes 15 hours per week pay and two days of paid vacation per year.

Motion (Made, Seconded, and Approved): A motion was approved to increase the paid vacation to ten days per year, which is in accordance with comparable workplaces.

Music director: Pastor Russ Kirby

There was a discussion on the need for and steps to hire a music director, which is in the church budget. The Worship Team will be consulted regarding the roles and responsibilities of a music director.

Money donations for people who ask: All Council

There was discussion for a policy to be written on how to handle donations for people with individual needs. Al Thompson will write a draft policy and bring it to the next Council meeting. There is a sole pastor discretionary fund, where the pastor can help people in the congregation with needs in confidence. There is another pastor discretionary fund, where the pastor can help others outside of the congregation. This is the area where a church policy is needed.

Church flier developed by Desi: All Council

Desi Galloway developed a flier about the church to the community. The Council recommends the use of the flier with one small change of an updated picture of the sanctuary.

Music director: Pastor Russ Kirby

There was a discussion on the need for and steps to hire a music director, which is in the church budget. The Worship Team will be consulted regarding the roles and responsibilities of a music director.

Adjournment: 7:30 pm

Next meeting: (Date), 2023, at 5:30 pm

Respectfully submitted,
Kay Frunzi, Vice Moderator