**COUNCIL MINUTES: Sunday, 10-22-17 at 11:30 am**

Present: Theresa Gale, Ken Katzen, Don Link, and Anne Yenchko

Absent: Judy Hoke, Ann Ivester, Matt Norvell

Guest: Bonnie Personett

**AGENDA**

Ken led us in prayer, and Anne presented the jest.

**Retreat Team Update:**

Anne gave the Retreat update. This year's theme is “Strong Roots, Emerging Shoots,” and planning and registration are happening now.

**Minutes**:

**MOTION was made and approved to accept the Council Minutes for September 24, 2017.**

Minutes for the Executive Meeting on October 12, 2017 were accepted (motion not necessary.)

**Search Team Update:**

Theresa had spoken with Don Benson and reported that the Search Team continues to meet and move forward. They will have a brief time after Sunday Worship Service on October 29 to inform the congregation on the procedure for the Discernment Process. The Tuesday night prayer time for the Search Team is continuing. Don B estimates a new Enabling Minister will be in place by April 2018.

**Combined Worship Service and Community Meeting**:

Don, Anne & Theresa planned the 10-29-17 Combined Service and reviewed it with the Council.

**Nominating Committee Selection:**

**MOTION was made and approved to accept the 2017 Nominating Committee.**

The Committee is composed of Bob Engelbach, Bea Luzier, Anna Nissen and Al Sadilek.

Discussion on proposed suspension of By-Laws to allow a Member whose service time is expiring to continue as an officer for an additional year.

**Leadership Team Reports**

**Finance:**

Don presented the following reports:

* YTD Financial Summary
* Monthly budget vs actual
* YTD budget vs actual
* Quarterly Reports.

FLT proposes the following 2 Motions for Council's consideration. Bonnie Personett was present to provide background information on the Outreach Motion.

For additions to the Outreach Sub-Group Criteria for Giving as stated in the Policies and Procedures Manual,

**MOTION was made and approved to accept the following additions:**

**– Under Standards, insert a new bullet point reading “Outreach ensures that diligent background research is done on all organizations to whom donations are made.”**

**– Under Guidelines, insert a new bullet point reading “It is imperative that charitable organizations supported by KC align with KC's values and mission statement, and do no harm to the KC reputation as defined by KC's stated values.”**

For action regarding a Promissory Note to KC from Help End Homelessness HC, Inc. (copy attached),

**MOTION was made and approved that the Promissory Note in the amount of $25,000 from Help End Homelessness HC, Inc., to KC, dated as of May 1, 2017, with a due date of April 30, 2019, be approved.**

**Human Resources:**

Anne reported that Amy has agreed to continue as Worship Consultant as long as she is needed.

Anne will discuss with Bonnie O and then inform Retreat Leader, Rick Miller, of the follow-up process for Members who sign up for (2017-) 2018, especially as it applies to new Members.

Riley MacDonald has agreed to consult with HR regarding salary negotiations for the new EM.

Theresa and Jack D continue to keep in touch regarding the Pastoral Care duties, which he is covering while we search for a new EM.

**Worship:**

The WLT continues to get positive feedback about Worship Services and Amy’s work the Worship Task Groups.

**Building & Grounds:**

Matt was unable to attend but sent in his report saying that things are humming along nicely. With the assistance of Don Benson, an audio-visual equipment upgrade is happening, and an overhead projector has been purchased.

**Vitality, Diversity & Inclusion:**

Ken continues to collect interviews from worshippers, a process he finds extremely rewarding.

Ken met with Shawn Gladden of the Howard County Historical Society to plan a program for KC on the history of Oliver’s Carriage House as it relates to Oakland Manor and the enslaved people who lived here. As we are approaching the holiday season with many activities already on the calendar, Ken prefers to wait until the new year to schedule this presentation at KC.

Christian Hurley has mentioned to several people that he would like to see a KC photo directory produced, and has offered suggestions as to how to have this accomplished at no cost to KC. A number of issues were discussed including who will have access, and whether this will be in the form of hard copies, on line or both. A decision was made to hold off on this discussion until a new Enabling Minister joins us.

Ken talked with CA about having signage displayed when there is an upcoming KC event. He was happy to learn that CA does approve KC exhibiting signage outside the building temporarily, one week prior to an event, and also approves of signs in the windows of KC’s building. Ken would be happy to provide the signs and posters. It was noted that all requests for outside signage on the building would first need Council approval before any signs can be produced and displayed.

**Seeking Refuge:**

Don noted our contract with Lutheran Social Services expires 2-14-18, so we have about 4 more months to work with Mehdi and Zahra as they learn to be self-sufficient in their new country. The family has adapted very well. Mehdi got his driver’s license, Zahra wants to do the same. She has already passed the written portion of the driving test and is attending driving school.

**Bulk Purchase Project:**

Theresa reported that she and Ann are working to accomplish this, perhaps by the next Council meeting.

**E-mail/Web presence:**

Don Benson has been working on upgrading the website. An announcement will be made at the Community Meeting that soon Council meeting minutes will be available via a link to a webpage designed for KC Announcements and Updates. Since his retirement, Don B has spent many hours at this upgrade and is to be appreciated for his outstanding work.

**Parking Lot:**

* Audio-visual upgrade, and purchase of projector
* Consideration of a KC photo directory
* Process for production and display of outside signage to promote KC events

**Dates to Remember:**

Combined Worship and Community Meeting – 10-29-17

KC Retreat Dinners – 11-3-17

KC Annual Retreat – 11-4-17

Next Council meeting – 11-19-17

Executive Meeting - TBD

First Sunday of Advent, and KC Annual Meeting after worship service – 12-3-17

**Assignments for Next Meeting:**

Facilitator – Theresa

Chaplain – Ken

Jest – Anne

Timekeeper – Don

Process Observer – Ann

Parking Lot - Matt