KITTAMAQUNDI COMMUNITY, INC

COUNSIL MINUTES. - DRAFT

September 23, 2018

ATTENDING: Matt Norvell (Facilitator), Marty Downie (Chaplin), Ken Katzen (Time Keeper), Theresa Gale (Jest), Anne Yenchko (Parking Lot), Don Link (Process Observer), Dale Fixsen, Margie Morales, Claire Matheny, Enabling Minister

ABSENT: Al Sadilek, Sandy Gillen, Rick Miller

SPECIAL GUEST: Tom Mongo, the CA Covenant Advisor for Town Center Village

The meeting opened on time with a brief introduction of the CA Covenant Advisor who is steeped in Columbia history and who eagerly shared his vision of his role and responsibilities. He will work with Building and Grounds to secure all permissions for work done to the building and grounds of KC. He also presented the idea of KC annexing the track of land which includes a number of “Pioneer” trees, which have special requirements for upkeep. He was referred to Building and Grounds for further discussion and future contacts.

The meeting was then opened by the facilitator and with an opening prayer, appreciations and recognitions, and the jest.

Appreciations included the welcoming of all folks who come to worship and their embracing by the KC faith community. Margie M. expressed her appreciation of the response to her illness and the many messages she received as she recovered along with being reached out to.

Several members noted their gratefulness for the planning of the Jubilee celebration and for the children frolicking in the service that Sunday.

The minutes were accepted as written, as was the Executive Team report.

A brief discussion was held about appointing of the Nominating Committee. We reviewed the by-laws pertaining to this committee and it’s work. Bob Engelbach has agreed to be the chair. Others members will be solicited, particularly those retiring from Council. It was suggested that along with current members being asked to serve on Council, worshippers also be asked with the caveat that they must agree to become members to serve in that capacity. The secretary will make sure that Bob has the Members list and the current directory so that everyone can be polled about serving on Council. Length of service to the community as Council representatives needs to be stressed.

A Leadership Team check-in was proposed to identify who would be returning as Leadership Team chairs and representatives to Council. Both Carol Lobell (Worship Leadership Team chair) and Margie Morales (Community Life Leadership Team chair will be stepping down. Commitments from other LT chairs will be ascertained by the next meeting.

There was also some discussion about the interface of our Enabling Minister with Leadership development in the church. She is developing a rich knowledge base of skills and potential interest of folks as she meets with KC members and worshippers. It was suggested that a small group of persons willing/called to serve as leaders meet together for conversation to explore service to the community. Along with this possibility, Leadership Team descriptions on the website are in the process of being updated.

Pastor Claire gave an update about the Retreat planning. Friday night dinners already have 4 hosts identified so that planning process is underway. The Retreat Team has met once and is looking at the theme of “A Beginner’s Mind” with an open hearted process as it relates to the presentation of the disciplines. Playfulness will be part of this process.

Pastor Claire and Theresa, Council president, noted the successful manner in which the 50th anniversary celebration was rolled out and received by those on September 16. The celebration will offer an opportunity for all to become engaged in overt and deep introspection over the time span from the beginning of Lent through the celebration of Pentecost. A number of persons have already expressed their willingness to work on aspects of the events as outlined.

LEADERSHIP TEAM REPORTS

Finance Leadership Team (FLT) -

Dale F. reported that the finances of the church are “In good shape”! In summary, we currently report a balance of $131K, restricted investments a balance of $128K, Outreach paid through 8/18 – $29.8K. Current giving is over budget; as a result so is Outreach spending.

It was suggested that Council, through the FLT, aspire to use the additional income in a planful way. One suggestion was to develop a list of “Unfunded Requests” as part of a plan to be ready for such overages. Several areas that could be designated as “U-fers” included: the 50th Anniversary, Agape Camp (as Second Saturday at has been discontinued, but still expected to contribute in its new venue), youth education and technology updates (computers, overhead projectors and screens, etc.).

It was noted by FLT that an experienced IT person needs to be hired. This position would be part time and the person would serve as the System Administrator (a subcontractor,not an employee at a hourly rate). Dale and the Executive Team will discuss and Don Benson. will follow up. Costs for this support position will be included in the 2019 budget.

Dale noted that the deadline for 2019 budget requests from Leadership Teams is October 10th.

The following motions were approved:

#1 FLT MOVED that $3,000 be transferred from excess funds to LIFTUP to help repay the loan to ourselves. (Current amount remaining for repayment is $33,000). Motion was unanimously approved.

#2 FLT MOVED that two approvals by signatories are required only for checks over $500.00

($500.01). The motion was unanimously approved

Building and Grounds (B&G) –

Further conversation and review of planting/tree removal guidelines will be held and particularly investigated regarding “Pioneer” trees on KC’s property. The diseased ash trees were removed. There is a 3 year waiting period before replantation can occur.

From the Capital Improvement budget, KC will purchase 100 white folding chairs that can be rented for weddings.

Human Resources (HRLT) –

The Social Hour Assistant position job description was discussed as an adjunct to the current work being done by Jimmy Woodward. It was suggested that there be a volunteer sign up to help out with set up and cleanup until the position is funded and a candidate is selected. There is a candidate ready to take on this position as soon as FLT makes a determination about the salary/hourly rate. It was suggested that the position be treated like the rental team position – annualized.

#1 HR MOVED that the Social Hour Assistant job description be approved. Motion was unanimously approved.

An update with a brief history of the SAFE church policy was given. Rick Miller, Martha Lohaus and Anne Yenchko are working to redefine the parameters of an Abuse Prevention Policy for children and youth with procedures put in place for complaints of sexual harassment, misconduct, abuse and bullying. A full report is expected at the October Council meeting.

Worship (WLT) –

Carol Lobell will be stepping down as WLT chair and also as Coordinator of Music, a position which requires membership in the WLT. Theresa, Council president, will ask Carol to train the new person. Theresa will remain as a member of this Leadership Team. It was suggested that this change in leadership may signal the need for a worship survey, similar to the Communion survey earlier in the year. Ken Katzen may have worship/music information gleaned from the Vitality and Diversity surveys conducted in the past two years.

Spiritual Enrichment (SELT) –

A brief discussion around the children’s participation in Worship September 9th suggested that congregants are eager to welcome the children as participants. Their added vitality and expressions of joy enrich the worship life of the church. SELT will be working to make this a regular occurrence and to be integrated as part of the planning of the Sunday School staff. Some form of a children’s message and regular participation of the children is currently under discussion for 2019. It was also recommended that 1-2 KC volunteers per month be integrated into the Sunday School programming.

The Community Class begins on September 24th at KC. 13 people are signed up to attend.

Community Life (CLLT) –

Margie Morales will be stepping down as Leadership Team head. The report was reviewed and the following noted: 1) Tori Sneeden is volunteering to assist with social media at KC; 2) There will be a verification that the Running Brook targeted family therapy program from the State of MD will not be utilizing KC as a back-up venue. (Margie M. will check with Vicki Long).

Enabling Minister Report

Pastor Claire sent a report on her activities of the past 30 days and noted that since her connection to the Methodist Church is maintained by a contract considered “Minister Extension Leave”, she will have a pastor from Linden Linthicum as a check-in person and will be required to attend their annual convention to be held at Glen Mar Methodist Church.

Next Council meeting is Sunday, October 28th at 11:15am. The following will provide leadership:

Facilitator – Theresa G. Chaplain – Don L.

Jest – Marty D. Time Keeper – Margie M.

Process Observer – Matt N. Parking Lot – Anne Y.

PARKING LOT ISSUES:

 Acquisition of a new parcel

 FLT and HR negotiations around the Social Hour Assistant

 Putting together of an “Unfunded Requests” list

 Search for a new Worship Co-Ordinator and issues related to worship

 Need for an IT Tech position

 Restructuring of Spiritual Enrichment of children – regular participation in Worship

 Status of Sunday School volunteers – need for vetting

 Continuity of knowledge provided currently by Bonnie Orrison through a “Manager of

 Confidentiality, Sources and Understandings”