**COUNCIL MINUTES: Thursday, 12-****20-18 at 7:00 pm**

Present for the 2018 Council: Marty Downie, Dale Fixsen, Theresa Gale, Ken Katzen, Don Link, Claire Matheny, Rick Miller, Matt Norvell, Al Sadilek, Anne Yenchko, and Kathy Marshall.

Absent for the 2018 Council: Sandy Gillen and Margie Morales

Present for the 2019 Council: Don Benson, Marty Downie, Dale Fixsen, Ken Katzen, Claire Matheny, Matt Norvell, Al Sadilek, Anne Yenchko, and Kathy Marshall.

Absent for the 2019 Council: Sandy Gillen

**AGENDA**

Don L led us in prayer.

**Appreciation/Recognitions were voiced.**

Rick provided the jest.

Theresa welcomed the 2019 new and returning Council members.

**Minutes**:

**MOTION was made and approved to accept the Council Minutes for November 18, 2018.**

Minutes for the Executive Meeting on December 12, 2018 were accepted (motion not necessary.)

**Retreat Date Update:**

Claire reported that the 2019 KC Annual Retreat has been booked for the first Saturday in November at the Shrine of St. Anthony, and that KC will have the sole use of the entire facility for that day.

**Finance Report:**

Dale and Don L indicated that KC is financially in a good position and will end 2018 with a surplus. They reviewed the Treasurer’s Summary through November 2018 and highlighted some changes to the first 2019 Interim Budget draft. New items for the budget will include, but may not be limited to, (1) the salary for a custodian/social hour assistant position, (2) the Jubilee celebration costs, and (3) the cost for hiring an IT consultant to guide KC through the upcoming switch to FIOS, and possible new computer and system upgrades. The FLT Budget Meeting to present the Budget to the congregation will be held on Sunday, February 9, after church.

It was noted that:

1.            The LiftUp fund has been paid down to approximately $30,000

2.            The 2018 Net Rental Income is better than expected.

3.            While Offering is a bit low for the year, the 2019 Pledges are up from 2018.

FLT presented Council with 3 Motions for consideration.

**MOTION was made and approved to accept the 2019 Interim Budget.**

**MOTION was made and approved to appoint the present Members of the Investment Subgroup--Marc and Sarah Anderson, Carol Dunlavey, Barbara Lawson, and Randy Malm--to serve as the 2019 Investment Subgroup.**

**MOTION was made and approved as follows for EM's Allocation of Housing Allowance:**

 **RESOLVED, that the compensation for Rev. Sarah Claire Matheny shall include $23,617.20 as housing allowance for the period of July 1, 2018 through December 31, 2018.**

 **Change to Contract – Rev. Sarah Claire Matheny is to be paid a total compensation for the period of July 1, 2018 through December 31, 2018 of $35,689.20 to include salary and housing. No separate compensation for moving expenses will be paid,**

**Building & Grounds:**

Matt reported that happily there is no snow in the forecast. Regarding the recent capital improvements, the parking lot is holding up well, but there is an issue with the seams of the new carpeting becoming unraveled. The carpet installer will be contacted to correct this. A real estate photographer has been contacted to provide a “walk-through video” of the building and grounds to be integrated into the KC website. The indoor section will be filmed in January and the outdoor garden filming will occur in the Spring as weather permits.

**Human Resources:**

Anne reported on the status of 2019 Commitment Forms: KC has lost one member for 2019 but gained 9 others. HR presented 2 Motions for consideration by Council:

MOTION was made and approved to [**affirm and approve]** Jane Joffe as a Member.

MOTION was made and approved to **[affirm and approve]** moving Al German to the status of Member Emeritus.

HRLT met successfully with Claire recently, and completed the comprehensive six-months check-in process.

A candidate for the Social Hour Assistant has been interviewed, and salary discussions are underway.

**Worship:**

Theresa reported that Jean Link and Eric Booker have joined the 2019 team, alongside Art Spilkia, Jack Dunlavey, Sandy Gillen, Wendy Downie, Kathy Marshall, and Theresa Gale herself who will chair the Team. Claire has taken over the scheduling of musicians and has completed the scheduling for the next 6 months. It was noted that as Claire and Theresa continue to oversee plans for the Jubilee, there may be a need for additional funds in the budget to pay for special music.

Don Benson called to Council’s attention the words “Women Only” on the WTG signup sheet for March 2019. He suggested the words be removed so that anyone called to serve will feel free to sign up, and Council agreed to the removal.

**Spiritual Education:**

Rick prepared his final report as SELT chair, as he will not be returning to Council for 2019. He noted the successful ongoing activities such as the annual Children’s Christmas Pageant, and the partnership with OneHoward for Rebecca Dietz’ Youth in Conversation project which meets at KC. Regarding the Jubilee project of providing current KC Members with crosses similar to ones given to Members in the early days of KC, Rick has a lead on an artisan who will make 100 crosses for $500. This amount will need to be added to the 2019 Final Budget. Don L noted that this project will be carried forward by the FLT, especially as it is necessary for an inventory to be made of who among the long-time Members still has a cross, and who will need one of the new ones.

**Community Life:**

Margie was not present but she had provided her CLLT report which notes that she will not be returning to Council for 2019. The position has not yet been filled, so in the meantime, Ken has agreed to serve as CLLT liaison to Council, but not as leader of CLLT.

**Enabling Minister:**

Claire’s Pastoral Care list for the month was submitted with her report. She noted the good work that Ellen Leiserson and Bea Luzier do in onboarding new visitors to KC and will meet with them to discuss how to fill the gaps in the current process, for instance, adding mentoring for taking on KC Leadership roles. The need for additional pathways for taking on KC leadership roles was also a concern. Ken and Matt agreed to join the discussion regarding onboarding; they had volunteered previously to help regardingCouncil and leadership materials and education for new people. Regarding the Memorial Contribution process, Claire is in connection with the FLT about the office sending an official lettterhead note upon receiving contributions. Claire and Ken have attended planning efforts for the area Interfaith Courageous Conversations coming up in the Spring.

A Call to Commitment (by Elizabeth O'Connor) Group Book Discussion will be offered on four Tuesdays in early 2019. There will be a morning session and an evening session offered. Claire will create a sign-up sheet in the weeks to come.

A Jubilee Committee will be meeting soon. It has been agreed that the WLT will head up the planned Jubilee Sundays this year. Discussion of what historical KC videos might be available for showing as part of the Jubilee. Columbia Archives has a video of Jack Dunlavey discussing some of the early days. Don Benson has some videos that have been taken on other anniversaries. He informed Council that KC does have a YouTube channel onto which these videos could be uploaded.

Parking Lot

-        Revision of By-Laws to say “approve and affirm” for Membership

-        Finalization of the KC logo for use with the Jubilee and online

-        Discussion on the encouragement and training of mentor leaders and song leaders

-        Hiring IT consultant for the switch to FIOS, and computer system upgrades

-        Committee input to plan upgrade to Sunday School area

-        Inventory of KC cross holders, and obtaining new crosses as part of the Jubilee celebration

-        Conversation on community use of the building

Theresa expressed her thanks to those who worked with her during her term, and thanked Rick and Margie for their service. The 2018 Council then adjourned.

As the 2019 Council convened,

**MOTION was made and accepted unanimously for the following Executive Team to be appointed:**

**President – Don Benson**

**Vice-President – Matt Norvell**

**Secretary – Anne Yenchko**

**Treasurer – Dale Fixsen**

The Executive Team will plan the 2019 Council Retreat, to be held on Saturday, January 12, beginning with lunch at 12 noon, continuing till 4 pm, and an Executive Team meeting will be also be held within that time.

**Assignments for Next Meeting:**

Facilitator – \_\_\_\_\_\_\_ Chaplain – \_\_\_\_\_\_\_\_\_\_\_

Jest – \_\_\_\_\_\_\_\_\_\_\_ Timekeeper – \_\_\_\_\_\_\_\_

Process Observer – \_\_\_\_\_\_ Parking Lot – \_\_\_\_\_\_\_\_\_

Discussion on the need for each Leadership Team to have a liaison with Council to help the LT succeed. Marty agreed to be liaison for SELT.

Dates to Remember:

--Executive Committee to plan Retreat on Thursday 1-10-19

--Council Retreat with lunch and Executive Team meeting, Saturday January 12, 12 noon till 4 pm

--Next Council Meeting – Sunday, January 27, 11:30 after church service

--FLT Budget Meeting with congregation – Sunday, February 9, after church