**COUNCIL MINUTES: Thursday, December 19, 2019**

**7:30 meeting and potluck at Anne Yenchko's**

Present for 2019 Council: Don Benson, Dale Fixsen, Sandy Gillen, Ken Katzen, Claire Matheny, Matt Norvell, and Anne Yenchko

Absent: Marty Downie

Taking Minutes: Kathy Marshall

Present for 2020 Council:

Vanessa Deutschmann, Dale Fixsen, Vicki Jenkins-Long, Ken Katzen, Ellen King, Kathy Marshall, Claire Matheny, and Anne Yenchko

**AGENDA**

Claire led us in prayer.

Matt provided the Jest.

**Minutes**:

**MOTION was made and approved to accept the Council Minutes for November 24, 2019.**

There were no minutes for the Executive Committee meeting on December 12, 2019.

**Welcome and Onboarding 2020 Council:**

– Don provided to the 2020 Council via email the current Policies and Procedures Manual, and will provide a Table of Contents separately. Bonnie O provides updates as they become available, as the P & P Manual is updated by different Leadership Teams throughout the year.

--The Council Retreat will be held on Saturday, January 11, 2020 from 9 am to 1:30 at KC.

– Council officer positions for 2020 were allocated as follows: President, Ellen King, Vice-President Vanessa Deutschmann, Treasurer, Dale Fixsen, and Secretary, Kathy Marshall.

**Leadership Team Reports**

**Building and Grounds Leadership Team:**

Matt confirmed that the new light poles have been installed in the parking lot. Many thanks to Rich Deutschmann for seeing the project through to completion,

Don provided an update and led the continuing conversations about the possibilities of hiring a Janitor and/or a Building Supervisor.

Regarding the Sacred Garden, Don noted that Elaine's ongoing discussions with a contractor about the necessity of having the outdoor waterline extended further into the garden have revealed that such a project will be neither easy nor cheap.

**Community Life Leadership Team:**

Ken noted that the Ancestors Plaque has been installed. He has suggested ways in which the plaque's $1,245 cost can be covered, and encouraged everyone to visit the location. There was an anonymous donation of $500, the balance in the VD&I account of $380 will be transferred, and the remainder of $365 will come from the Great Ideas Fund. A plaque dedication will be held in the Spring.

Don reported on proposed guidelines for when the KC Community should hold a Spiritual Discernment. The idea of having discernment guidelines arose after a Community Meeting several years ago and while guidelines were prepared in approximately 2013, they were never approved by Council. Therefore,

**MOTION was made and approved to accept the Spiritual Discernment Guidelines, and make them a part of KC's official Policies and Procedures.**

Discussion was held on a Member's recent request to become a Member Emeritus. Further information on the procedures is needed, so there is no action at this time.

**Finance Leadership Team:**

Dale noted that the errors in the November financial reports have been remedied. After discussion led by Dale,

**MOTION was made and approved to accept the 2020 preliminary budget.**

The final budget will be approved in February 2020.

FLT has successfully reinstated the Liquor Liability insurance policy. It was noted that Terrorism Insurance is available as part of the KC insurance plan. To date we have not yet purchased terrorism insurance.

FLT will be working with the incoming Council members to accomplish the bank notification procedure required to change KC signatories from the past Council to the current one.

After discussion,

**MOTION was made and approved to accept the following as members of the 2020 KC Investment Team: Carol Dunlavey, Barbara Lawson, and Randy Malm.**

**Human Resources Leadership Team:**

Anne reported that the Enabling Minister's performance evaluation was held on December 9, 2019, and subsequently the annual contract was signed.

Regarding locating a new Sunday School educator, Claire, Sandy Queen, Rebecca Dietz, and Don Benson have recently met with a very well-qualified candidate to whom they will soon provide an employment offer.

After discussion regarding the need for Council approval of the 2020 HRLT, per KC Policies and Procedures,

**MOTION was made and approved to re-appoint the following as members of the 2020 Human Resources Leadership Team: Anne Yenchko, Bea Luzier, Mary Jane Okan, and Martha Lohaus.**

Anne noted that two additional people have expressed an interest in joining the team.

**Spiritual Education Leadership Team:**

See Enabling Minister's report.

**Worship Leadership Team**:

No report at this time.

**Enabling Minister's Report**:

Claire continues to provide detailed monthly reports to Council regarding her many activities on KC's behalf.

**Parking Lot**:

--Proposal to rename OCH

--Discuss the production of a Heritage Wall for displaying KC history

--Prepare for KC Leadership Development workshop/retreat

--Follow up with the persons who expressed interest in serving on HRLT

--Review and revision of Policy and Procedures

--Upstairs electronics

--Develop guidelines for handling complaints from Agape Camp

--VD & I brainstorming on finding younger members

--Job Description and new hire of next Sunday School educator (in process)

additions on 11-24:

--the official dedication of the VD&I plaque is planned for the Spring

--new office computer

--further revisions to Policies and Procedures by Don B and Bonnie O

--how to obtain approximately $8k needed for Agape Camp 2021

--recommendations to FLT of what to fund from overage

--FIOS

--review amount of building use by rentals

--review Building Manager job description

Additions on 12-19-19:

– further refinement of Janitor/Building Manager job description

– Sacred Garden waterline project

--respond to request for Member Emeritus status

--bank notifications for new Council Members

Next meetings:

Executive Meeting – Sunday, January 5, 2020 at 11:45 at KC

Council Retreat and First Meeting – Saturday, January 11, 9-1:30 at KC

No assignments made this month.