**COUNCIL MINUTES: Saturday, January 11, 2020, 12:30 at KC**

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

Absent: Vanessa Deutschmann

Guests: Annora Bailey, Don Benson, Mary Brandenburg, John Brandenburg, Allan Lohaus, and Bonnie Orrison

Taking Minutes: Kathy Marshall

**AGENDA**

This first meeting of the 2020 Council began at the conclusion of the morning's worship, after a lunch provided by Frank Turban. Claire led us in prayer. Ellen greeted our guests, and reviewed the Agenda.

**Minutes**:

**MOTION was made, seconded, and approved to accept the Council Minutes for December 19, 2019.**

Per the Finance Leadership Team, the November 24, 2019 Minutes must be amended to contain the dollar figure for the Enabling Minister's 2020 housing allowance. Therefore,

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

The outgoing 2019 Council President provided the following list of items necessary to be addressed by the 2020 Council at the very beginning of their new year in office:

--Council Goals for 2020

--Set Council Meeting Dates for the Year

--Set February Exec Meeting Date

--Set Quarterly Meeting Dates (only March has a 5th Sunday) (Dec 6th is first Sunday)

--Approval of Final Budget for 2020 must be in February

--Budget Meeting with KC congregation must be in February

--Possible appointment of a Visioning Team

--Affirm KC Corporate Missions for 2020: Agape, CWS, Day Resource Center, Sacred Garden and Seeking Refuge (and any others proposed)

--Affirm FLT

--Beyond Coal Initiative consideration (letter to KC)

--Claire’s housing allowance must be noted in November minutes.

Each was discussed and addressed in turn as the meeting progressed.

Council's monthly meetings will be scheduled primarily for the last Sunday of the month. Next month's Council meeting will be held on Sunday, February 23, with the Executive meeting scheduled to be held on Tuesday, February 18 at 7:30 pm via Zoom Video Communications. Zoom has been used successfully by Council in the past. Discussion as to how to set up this year's Zoom. Claire would like to set up the account so it can be shared by her for use in meetings other than Council Executive.

**LEADERSHIP TEAM REPORTS:**

**Building & Grounds Leadership Team:**

Don announced an open organizational meeting of B&G on Sunday, January 5, after church. Officers will be elected, and a list of projects for the coming year will be discussed and prioritized.

Discussion on the proposal to allow for an easier method of watering on the far end of the Sacred Garden. This requires pipe work to be done inside the building, and installation of a new valve outside. In addition, Anna Nissen has proposed offering the Nissen Memorial Fund for installation of an underground sprinkler system. Perhaps the plumbing work could all be done under the Capital Improvements budget.

Richard Deutschmann was commended for successfully implementing the parking lot light pole replacements. There remains a short punchout list to be reviewed and satisfactorily resolved, and Richard will follow through and let Council know when the project is complete.

KC’s hand truck still has a bad wheel, despite several attempts at repairs. B&G will discuss a replacement.

Discussion was held on the proposal to hire a Building Manager. Vanessa Deutschmann has volunteered to compile a draft job description after consulting with HR and B&G members as to what items to include. Job descriptions for Jimmy Woodward’s position and for Kaleb Aftwerk’s do exist, and will be drawn upon to define the new position. Ellen asked that Council review the draft when it is prepared.

Allan confirmed that Barn Work Days are proposed for Monday, May 25, and Monday, September 7, 2020.

**Community Life Leadership Team:**

Vicki has been working to revitalize CLLT, and will again be recruiting additional members for the team.

Discussion on updating the website. Another step in our web development would be to have the site show on all devices, especially our smart phones. Annora Bailey has digital and web-building expertise she is willing to share with Don, and together they can look into building a KC app.

Discussion on the request to become a Member Emeritus. The request prompted Anne and Bonnie O to look into updating the language of the Policy & Procedures Manual that pertains to becoming a Member Emeritus, and bringing the proposed new language back to Council. In the meantime, since the person requesting this status has withdrawn their request, a resolution is not so urgent.

**Finance Leadership Team:**

As required by KC Policies & Procedures,

**MOTION WAS MADE, SECONDED, AND APPROVED to appoint Dale Fixsen, Don Link, Bonnie Orrison, Bonnie Personett, Ann Ivester, and Marion Hemmerly (bookkeeper) as members of FLT for 2020.**

Discussion on Financial Secretary position and the weekly depositing of funds received. The persons who count the money Sunday morning cannot also make the bank deposit, and as Marc Anderson is no longer filling the position, others are making the deposit in the interim.

Each year as Council officers change, signatory status with all of the KC bank accounts must be updated. Dale indicated he will obtain and provide to the incoming Executive Team the paperwork necessary for executing the new authorizations.

Dale noted that FLT will meet for the first time this year on Saturday, January 18. The final 2019 Treasurer’s Report will be available sometime in January and will be distributed via email. The proposed 2020 Budget will be presented to the community on a Sunday in early February after the worship service. Dale reviewed the current financial status, indicating that while our Jubilee Year of 2019 was a remarkable year for a number of special reasons, 2020 looks to be a good year as well: pledges are up, but so are expenses, and Rental expects to meet its goal.

**MOTION WAS MADE, SECONDED, AND APPROVED to affirm the KC Corporate Missions for 2020, as follows: Agape, Cold Weather Shelter, Day Resource Center, Sacred Garden, and Seeking Refuge.**

**Human Resources Leadership Team:**

As required by KC Policies & Procedures,

**MOTION WAS MADE, SECONDED, AND APPROVED to appoint Bea Luzier, Mary Jane Okan, Martha Lohaus, Stacy Booker, and Anne Yenchko as members of HRLT for 2020.**

Anne and Claire announced that Dawn Joppy will be presented with a six-month contract to fill the KC Sunday School Educator position, beginning tomorrow, Sunday, January 5, 2020 through the end of May 2020. Claire and Rebecca Dietz, along with SELT, will oversee her onboarding, and she will receive a formal introduction to the KC community on Sunday morning January 19.

Anne noted that Dawn Joppy and Maria Garcia have completed the background check procedure required to work with KC children.

**Spiritual Enrichment Leadership Team:**

Mary Brandenburg reported that SELT met after the KC Retreat and that a new enthusiasm has emerged among its members. Mary will be the Convener, and will stand in for Vanessa at Council meetings when needed. She reiterated that observation and communication with the Sunday School Educator falls under the auspices of SELT. Note was made that Ken Katzen of the Vitality, Diversity & Inclusion subcommittee of CLLT wishes also to be included in SELT meetings as there are some common goals they can work together on. It has been proposed that SELT sponsor a Lenten class or workshop. Mary indicated that February’s meeting will consider these three questions:

--What are the spiritual needs of our congregation?

--How are we to live morally in a complex world?

--How can we retain what makes KC special?

**Worship Leadership Team:**

At the request of Don Link, our KC community has an opportunity to begin a new experience—a contemplative worship service to be held beginning January 12, and to continue once a month at 4 pm for a three-month trial period.

Worship Task Groups for March and December 2020 still need more participants.

**Enabling Minister:**

Claire continues to provide detailed written monthly reports to Council regarding her many activities on KC's behalf, and highlighted the following items for discussion:

A new computer for Amy in the church office is awaiting installation.

Claire is working on creating a best-practices process for thanking people who donate to KC.

With Rebecca Dietz, Claire is working to create a new CARE Group focused on intergenerational connection, especially with children and youth. The proposal will be reviewed by the CARE Group Callers, hopefully in February.

Claire will be talking with the Coalition for Immigration Justice to discuss a potential connection with KC.

Claire is working to connect Outreach with the newly-created 501c3 backpack/food program at Running Brook Elementary School.

The impending implosion of the United Methodist Church over the LGBTQIA+is heavy on Claire’s heart, as that denomination nurtured her and her family before her to be a positive force for social justice around all of these issues.

We are encouraged to wave at Claire, our Balloon Pastor, on the corner of Vantage Point Road and Little Patuxent Parkway, many afternoons. She’s there to spread joy to the passersby, and writes of her experiences for us on her blog.

**Parking Lot**:

--Develop guidelines for handling complaints from Agape Camp

--Hi-speed wi-fi and website improvements

--Revise P&P for Member Emeritus procedure

--New depositors for weekly bank deposit

--Building Manager job description

--Appointment of a Visioning Team

--Endorsing initiatives regarding social justice values, environmental issues

--How do we help new people in terms of financial or other needs

--Terrorism insurance

--Renaming of the KC building

--Claire talking with Coalition for Immigration Justice

Next meetings:

Budget Meeting for KC Community – February 9, after worship service

Executive Meeting – Tuesday, February 18, 2020 via Zoom at 7:30 pm

Council Meeting – Sunday, February 23, 11:45 am at KC

Facilitator – Ellen/Vanessa Chaplain – Claire

Jest – Anne Timekeeper - Dale

Process Observer – Ken Parking Lot – Vicki