

# Staff Council Meeting Minutes

August 20, 2017

**Members Present:** Pastor Rachael Powell, Rob Evers, Rich Ciccarello, Sara Love, Bob Jacobson, Robin Harmon, Scott Hardy. Also present Marie Hinkle, Michelle Benton from Facilities Committee to present Facility Report. Note \*Trudell Bunn has resigned effective immediately due to time constraints. She will be missed.

**Pastor's report:** We had a request for and gave \$200- and Casa Hope gave \$100 to bring a family to current so the Water Utility Authority would turn their water back on. Also had a request from Coast to help provide bus transportation for 2 kids to get back to their home with their mother who had been here on medical care. Was approved by Rob Evers as Pastor was gone.

**Facilities report:** Update -Just today we received \$9,406 in contributions for raise the roof, 90% of which was a large donation by one contributor. So far for the quarterly raise the roof campaign we have raised \$16,386 and there was \$2000 donated before the campaign began. Intent by both donors was that their contribution was for the roof, not clear if this was for to help restore the Facility Fund balance for when we paid for the first roof repair or if for the new work.

Marie & Michelle were present to go over written report from facilities committee. Currently have a Matrix to determine what the overall best long term solution is. Before our next council meeting we hope to have 3 complete bids from 1) National, 2) All American, and 3) Territorial on replacing roof in 2 areas. The 2 areas are the Timothy/Joy/library and Martha with the North hallways. Received 2 Bids for back of sanctuary. Currently we have 1 complete bid from National Roofing and 1 partial bid from All American and 1 bid started from Territorial. Don Tidwell has been helpful as he has previously done this through St. Luke's.

Received 2 Bids for insulating and sealing the north beam in the sanctuary. It is currently very cold in the winter and beam is not insulated at all. Facility team strongly recommends All American who offered best solution for that space and offered lowest bid which was \$3,200. This will need congregational approval. Would like to have a congregational meeting scheduled for October 1, 2017. We can also have discussion about upcoming roof projects and provide information

about options so congregation can begin to process and start to prepare for vote to reach consensus.

Would like to purchase and install bike racks, 4 for main courtyard and 2 for inside in front of community room. Small footprint and protective coating, staggered. 2 bikes have been stolen from inside the building and this would offer a safer option for storage while attending St. Tim's. Marie has been in contact with a company who is offering a large discount but must be purchased before they are gone.

***Motion by Rich Ciccarello, 2<sup>nd</sup> by Sara Love : The council authorizes the facility committee to purchase and install 4 bike racks on patio near main entrance off Jefferson and 1 to be placed inside the Copper Entrance. While the facility committee is authorized to make those purchases the council will specifically authorize the expenditure to come from the facility fund. Motion passed by vote of 6 – 1 in favor.***

Re: Roof above Narthex –involves removing swamp cooler and installation of gooseneck vents. May have asbestos issue in original roofing, but may not need to be removed. Code allows for second decking without removal. If we do remove asbestos will be an additional cost. Facility committee will be sending a sample to be tested to see if it is asbestos, results in 5 – 7 days. Should have results in time for October 1, 2017 Congregational meeting. Working on getting bids and will present at the November Congregational meeting. Also of note according to contractors scheduling is currently 3 – 4 months out.

Facility team feels it is important to engage people in discussion about the larger roof issues so they have some understanding of the cost during the October 2017 congregational meeting. Prior to meeting provide information to Finance committee to review spending requests and give them time to process and recommend funding sources before November 2017 meeting .

***Motion by Sara Love to call Congregation meeting on October 1, 2017 with Action item to vote on the All American roofing bid for the beam in the north end of the sanctuary and for presentation and discussion on the larger roof issues. Motion 2<sup>nd</sup> by Scott Hardy. Motion passes 7 – 0 in favor.***

● **Constitution Committee Review of draft Constitution with Council**

Need to file paperwork to change our legal name.

Re: Powers of Congregation - Pastor clarified differences between:

Word and Sacrament Roster = for ordained ministry for people who have been trained with Master divinity degree for the purpose of serving as a Pastor.

Word and Service Roster = Deacon of the church who is empowered to provide all sorts of ministry in the world.

***Motion by Rich Ciccarello and 2<sup>nd</sup> by Sara Love to change the “shall” to “may” in C.5 .05. Motion passed 6-1 in favor.***

***Motion by Rich Ciccarello, 2<sup>nd</sup> by Bob Jacobson- re: C13.01. Amend to read “At least 3 members of the Executive Committee must be present for the executive committee to act”. Motion passed 7-0 in favor.***

***Motion by Rich Ciccarello, 2<sup>nd</sup> by Bob Jacobson to amend C13.03 to read “A Financial Review Committee of 3 voting members of this congregation excluding the Treasurer shall be appointed annually by the congregation council. Financial Review committee members shall not be members of the Council or the Treasurer.”***

Rich Ciccarello and Pastor Rachel Powell had prior engagements and needed to leave.

***Motion made by Bob Jacobson, 2<sup>nd</sup> by Sara Love to have another special council meeting next Sunday, August 27, 2017 at 12:00 p.m. limited to further discussion of the Constitution. Motion passed 5-0.***

***Motion by Robin Harmon , 2<sup>nd</sup> by Sara Love to have congregational meetings on November 19, 2017 and January 28<sup>th</sup>, 2018. Motion passed 5-0***

***Motion by Scott Hardy, 2<sup>nd</sup> by Bob Jacobson for Council meetings to be held on September 17, 2017, and November 12, 2017. We will set October meeting at the September meeting after further information on upcoming reformation celebrations. Motion passed 5-0.***

We adjourned without objection.

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## Continued August 27, 2017

***Motion by Rich Ciccarello, 2<sup>nd</sup> by Bob Jacobson to amend 13.04 to read “ A Personnel Team of three (3) voting members of this congregation.” Vote unanimous all in favor.***

***Motion by Rich Ciccarello, 2<sup>nd</sup> by Sara Love to amend 13.06 from jointly appointed by the elected officers of the corporation to “Voting members shall be appointed by the Council for the Finance Team”. Vote unanimous all in favor.***

Discussion re: Committees : Important to know who has voting power and who does not have voting power is important to be able to accomplish needed tasks, yet important to keep open to volunteer without voting power to pursue their passion.

***Motion by Rich Ciccarello, 2<sup>nd</sup> by Robin to amend as reviewed substitutes for chapter 13 in the draft constitution. Vote unanimous all in favor.***

Went back to discussion re: Facility Committee financial allowances, ***Agreed to Council consensus*** to raise amount to \$5,000 before committee must come to Council for approval. Will need to be voted on by congregation.

Per previous discussion regarding limited duties of Vice President of Council Rob Evers requested permission to add to ***11.01.02 “the Vice President shall facilitate and coordinate communication between committees to the congregation council.*** This means the Liaisons and the Vice President make sure the committees are communicating with council. ***Agreed by Consensus.***

Reviewed 14.01 & 14.02 and agreed with language re: Organizations Within the Congregation “may be organized **ONLY** after authorization has been given by the Congregation Council and specified in a continuing resolution.”

Re: Chapter 20 **PARISH AUTHORIZATION**

We chose to leave verbiage as is so there would never be a need to amend constitution if we chose to be part of a parish.

**Motion by Scott Hardy, 2<sup>nd</sup> by Rich Ciccarello to have the Council recommend to the Congregation what the Constitution committee has presented to the congregation council as a new constitution and By-Laws entitled "the 2017 draft" and ask the congregation council to recommend that the congregation approve the new constitution and By-Laws, as amended by the Council from the draft given by the committee, at the November 2017 congregation meeting and ratify it in January 2018. Vote Unanimous in favor.**

Bob Jacobson suggested we need to publish and send to congregation before the November congregational meeting the draft of the new constitution and by-laws. This will provide members the opportunity to review prior to our congregational meeting. Also we will provide additional opportunity for discussion at the October 8th congregational meeting and after fellowship on October 15<sup>th</sup>, 2017 with the Constitutional committee. Per Rob Evers we will post both the old and the new constitution on our website. We will also email to all our members in our database that have an email address. At the congregational meeting we will also have hard copy printouts available for those who want them.

***Motion by Scott Hardy, 2<sup>nd</sup> by Rich Ciccarello for Council to recommend 2 Continuing Resolutions in Chapter 5 for adoption by the congregation .Vote was unanimous all in favor.***

***Motion by Robin Harmon, 2<sup>nd</sup> by Scott Hardy that Continuing resolutions about committees which are part of Chapter 13 to be approved by the Council to become immediately effective. Vote was unanimous all in favor.***

Pastor Rachael Powell recommended that we make congregation aware of continuing resolutions adopted by council at the congregational meeting and provide opportunity to hear objections and make changes as necessary.

Rob Evers thanked Bob Jacobson and Sara Love for what they did to start the draft process for how to do this. Noting a new chapter 13 has produced a stronger and more democratic constitution. Pastor Rachael echoed sentiment

saying that having these in place will help navigate the gray areas that previously existed.

Scott Hardy advised us that he will be completing his current term with Council but not renewing for next year.

Meeting was adjourned.