

El Dorado County Federated Church Council

1031 Thompson Way, Placerville, CA 95667

Minutes of Regular Council Meeting 6:30 pm via Zoom meeting

Taken by: Gretchen McLean

May 18, 2021

Present:

Ron Johnson (co-chair), Gretchen McLean (Clerk to Council), Sharon Fraser (Treasurer), Dave Heeren, Patsy Corrigan, Carl Hagen, Craig Styles, Karen Tustin, Karen Parker, Don Vanderkar, Linda Gates, Pastor Kim Nelson

Guest: None

Absent: Christine Rorden (co-chair), Pastor Carrie Lane

Opening Devotion & Prayer: Dave Heeren

Declaration of a quorum by Co-chair Ron Johnson

Approval of Agenda:

Two items on the agenda were amended:

Item 6 B) List of completed projects for publication – item deleted from the Agenda.

Item 7 D) Office Manager hours discussion

Motion to approve the amended Agenda by Linda Gates, 2nd by Carl Hagen. *Motion passed.*

Approval of the Minutes for Regular Council Meeting April 20, 2021 & Special Council Meeting May 11, 2021 :

1) April 20, 2021 Regular Council Meeting Minutes

Amending Treasurer's Report – Motion for recommended project of replacing kitchen cabinets, drawers and possibly flooring if funding remains. Adding "Approved by consensus of Council".

2). May 11, 2021 Special Council Meeting Minutes

Amending Motion by Carl Hagen to approve the hiring of Kathleen Goodearl for 25 hours per week not exceeding the \$20 per hour budgeted amount.

Approval of the Minutes approved by Consensus of the Council

Pastor's Report: Pastor_Kim Nelson

- A) Any sickness or deaths which occur in the congregation should be reported to the Pastor(s) to ensure that grieving families are contacting in a timely manner.

- B) June 6, 2021 will be Pastor Kim Nelson's last day as Interim Pastor at Federated Church. As of June 7, 2021 Pastor Barnes will be the new permanent Pastor at Federated Church. Written notice via e-mail was provided to Pastor Kim Nelson on 4/25/21 with confirmation of written notice on 4/26/21.

The Committee on Ministry will be voting to approve Pastor Barnes as the permanent Pastor of Federated Church on May 27, 2021. A date for the Congregational Meeting has been set for June 6, 2021. At worship on Sunday May 23, 2021 the Pastor Search Team will advise the Congregation as to the purpose of the meeting but will not release the name of the new Pastor.

- C) The Goyettes have expressed an interest in becoming new members of Federated Church. A suggestion was presented to have the Outreach Committee be responsible for setting up new member classes 2-3 times a year. Linda Gates, Liaison to the Outreach Committee, agreed to place new member classes within this Committee.

- D) Baptism approval of Caleb Anderson on June 13, 2021 at the Reed's home. Caleb Anderson was born on April 7, 2021 to Amanda and Reed Anderson. Caleb's parents are requesting permission for Caleb to be baptized by Pastor Sandy Peirce and Pastor Laura Barnes on June 13, 2021.

Motion by Karen Tustin to approve the baptism. 2nd by Don Vanderkar. *Motion passed.*

Treasurer's Report – Sharon Fraser

The financial reports and Treasurer's Report were e-mailed to the Council members prior to the meeting. Total Cash Position is now at \$500,907 which is an increase of \$ 10,792 since year end 2020. The Contributed Income over was \$ 26,571 in April, which is 90% of budget for the month and 111% of the anticipated YTD budget. Total Expenses were overall 94% of budget for April and 89% of YTD budget. There is still a YTD surplus of \$ 27,151 for the period of January through April 2021.

Bank of America (signatories) – Request for Approval

Sharon Fraser requests approval from the Council to add Linda Gates as a Bank of America signatory to replace Kate Evans the former Office Manager. Motion by Karen Tustin to accept Linda Gates as signatory, 2nd by Carl Hagen. *Motion passed.*

Sharon Fraser requests approval to disburse the Peacemaking Offering of \$ 1,772 which was a carryover from 2017 equally to the Sacramento Presbytery and the CA-NV Annual Conference using surplus in the operating budget. Motion by Karen Tustin to disburse funds, 2nd by Linda Gates. *Motion passed.*

Sharon Fraser requests approval to disburse the Children's Mission funds of \$1,417.18 which was a remaining balance in this fund. These funds would be disbursed to a worthy mission project designated by the Missions Connections Ministry Team. Motion by Carl Hagen to distribute funds for a future Children's Mission project. 2nd by Linda Gates. *Motion passed.*

A) Maintenance Projects- Tree Removal

Three quotes for the removal of hazardous trees were received by the Trustees. The lowest bid was from Hill Top Tree Service for a total of \$ 3,125 which includes removal of all wood except for the oak rounds. Sharon Fraser requests approval of \$ 3,125 charged to Account #80310 for tree removal. Motion by Carl to proceed with the tree removal, 2nd by Linda Gates. *Motion passed.*

B) Front Exterior Painting

Sharon Fraser is requesting approval for paint and supplies to complete the painting of the two apex areas above the music room and the Narthex. The total estimated cost for this project is \$750 for equipment rental and paint. This amount would be charged to Account #80310.

This amount was approved by consensus of the Council.

C) Endowment/Trust Proceeds

The kitchen renovation project was previously approved by the Council. Council approval is requested to spend up to \$ 10,800 for the Kitchen Renovation Project from Account #31580. *This amount was approved by consensus of the Council.*

D) Mid-Year Budget Review

Sharon Fraser requests volunteers from the Council to help with a mid-year budget review. Currently Christine Rorden and Carl Hagen have agreed to be on the task force. Craig Styles and Karen Tustin have also volunteered to join this task force for mid-year budget review.

Parish Personnel Committee – Karen Tustin

Rebecca Monroe's position as Worship Music Leader is currently authorized for 10 hours per week, but she has been working approximately 15 hours per week. After discussion the Parish Personnel Committee has requested an increase up to 20 hours per week which may include directing small groups. Motion by Carl Hagen to increase Rebecca's Monroe's hours up to 20 hours per week. 2nd by Linda Gates. *Motion passed.*

Parish Personnel Committee has advised that the ADP payroll service has an HR Pro service available which would provide guidance on personnel policies and state employment laws. The cost is \$ 80 per pay period or \$2,080 per year. Motion by Dave Heeren to approve HR Pro additional service with ADP. 2nd by Karen Tustin. *Motion passed.*

The Office Manager position has been approved by consensus of Council up to 25 hours per week. This amount is already provided in the budget. The new Office Manager Kate Goodearl will start on June 1, 2021.

Council Liaison Reports

- A) The Reopening Committee requests approval for PATH to resume classes in Price Hall subject to the guidelines provided to the Council prior to the meeting. All doors and windows will be open and all participants including the instructor will be vaccinated. No date for the continuation of in-person classes has been provided. *This approval was approved by the Council by consensus.*

Rental of church facilities will require new agreements to be signed with lessees. There are cleaning costs which will be incurred if the facility is rented out for meeting by outside groups. Pastor Kim will be drafting suggested wording to collect suggested donations to cover this cost.

- B) Finance Committee – Dave Heeren/Carl Hagen

The insurance policy renewal quote has been received from Heffernan Insurance Brokers. The insurance has been increased by \$340 this year. The insurance company has physically inspected the property and provided recommendations. Dave Price is aware of the recommendations and is working to address these items. A recommendation has been made from the Finance Committee to the Treasurer to proceed with the renewal of the insurance on 6/1/2021.

- C) The Nominating Committee has chosen John Gray as Chairperson. David Freedland has been chosen as a replacement for the vacancy.

- D) Christian Education/Preschool – Karen Parker requests approval to proceed with an energy audit. The ECE Chair, Keith Smith, has suggested PG&E perform an energy audit. *This item was approved by consensus of the Council.*

Endowment Trust Fund update – Ron Johnson

A reinvestment of the funds is not recommended due to the funds becoming the property of the Presbyterian Foundation.

Pastor Search Team

The Congregational Meeting date of June 6, 2021 was confirmed by consensus of the Council. The following rules are being proposed:

1. Quorum

At any meeting of the Congregation, the Council Chair shall confirm and declare i) that proper notification has occurred and, if so, declare ii) that those in attendance, either in person or via electronic technology, create a quorum.

2. A properly noticed meeting:

The Council Chair shall assure that publicized notification of an impending vote at a Congregational Meeting occurs through an announcement of time, place, and purpose. Notification of information shall occur by two (2) weekly publications, starting at least two (2) weeks prior to the meeting date. Publications shall occur during the worship services, verbally and/or in bulletin(s), on the church website, by email and by phone if possible.

3). Voting

Only one vote of those present during a Congregational Meeting is required to pass or defeat any motion. [A separate Presbyterian vote is not needed]

4). Vote Necessary

The Council Chair shall count the votes and ensure at least a majority (50% +1) positive vote of those in attendance is obtained for any motion to pass.

At the upcoming meeting on June 6, 2021 there will be ballot vote for the Pastor candidate which will be counted by the Pastor Search Team.

Motion by Carl Hagen to accept the above language, 2nd by Linda Gates. *Motion passed.*

Meeting adjourned with prayer at 8:51pm.

Respectfully submitted:

_____ **Date:** _____

Gretchen McLean - Clerk to Council

_____ **Date:** _____

Ron Johnson - Council Co-Chair