

Minutes of ALB Meeting on
June 9, 2020

Attendance

ALB: Kathy Schluter, Mike Stoehr, Dick Barnes, Sean Gaffney, John Frunceck, Sharon Garrett, Julie Whitney

Staff: Pastor Matt, Pam Vaughan, Nell Nash, Dan Murphy

Guest: Laurie Jeffery, Dick Steinmetz, CJ Neville, Gigi Boswell, Barb Abraham

Dick opened the meeting with prayer.

Approval of Minutes - Kathy

The minutes of the May meeting were approved as written.

Devotion - Pastor Matt

Pastor Matt noted that there are differing thoughts on the re-open and it is important to honor where everyone is at. So he asked how it is with our soul. We responded that our hearts are heavy due to COVID-19, economic chaos, racial tensions, violence, and personal losses but we have hope and faith that a spiritual renewal can occur and a path forward can be found. As with the disciples before Pentecost, we are in a time of waiting and preparing for what the future holds.

Pastor's Report - Pastor Matt

This report was combined with the next agenda item.

Coronavirus - Impacts and Strategies - All

Senior Recognition - the breakfast for high school seniors is cancelled but the seniors will be recognized at both livestream services on June 14.

Walk-Up Communion - was held on June 7 from 11:30 am to 1 pm. Masks were required and 7-foot spacing imposed. Pastor Matt reported that there were no lines but a steady stream of people taking communion. He is still hearing some criticism over the health risks.

Carpenter Shop - the re-opening of the day care has gone well with only a few families keeping their kids home. Safety precautions are being followed and kids are being dropped off and picked up at the curb.

Church Camp and VBS - both have been cancelled.

Missions - the Food Drive is going strong as we continue to deliver bags of groceries to UMCS and MacCanon Brown.

A Mask Ministry now has 8-9 women sewing masks. They have distributed over 100 masks and received over \$800 in donations.

WOW - the virtual worship has been well attended and two summer book studies have been offered.

Re-open Timetable and Covenant - Pastor Matt

The Church will begin holding in-person worship services at 9 and 10:30 am on June 21. The Re-Open Team proposed that a Covenant on safety measures be adopted for

the congregation. The Covenant provides for limiting occupancy to 25% (125 in the sanctuary and 25 in the balcony), seating worshipers 6 feet apart, limiting the service to 40 minutes, providing separate doors for entry and exit, providing music with a soloist or small group with the congregation singing softly behind their masks, requiring masks and offering hand sanitizer, using greeters to hold open the doors, serving communion outside, eliminating bulletins, removing prayer cards, hymnals and Bibles from the pews, replacing an offering plate with a Joash box, wiping down the sanctuary and Narthex after each service and, although the Women's and Bride's Room Restrooms would be available, recommending no or limited use of the restrooms. The rest of the church building will be blocked off and no childcare or in-person classes will be offered. Volunteers will be asked to help with greeting, ushering, and cleaning after services. Several suggestions were made that were incorporated into the Covenant. One question - whether to provide a means to register for the services - was initially rejected and then adopted after the meeting.

The Re-Open Team will reconvene in a couple weeks to assess how the precautions are working and to consider when and how to re-start other programs of the church.

Diversity/Racial Justice Ministry - Sharon and Kathy

Sharon and Kathy proposed starting a diversity/racial justice ministry in the fall in response to the racial turmoil that has occurred recently. The ministry would provide opportunities for the congregation to learn about racial justice issues, celebrate diversity and be in mission with the black community. Sharon noted the church began planning this ministry 4 years ago after the Sherman Park riots. The Zeidler Foundation facilitated guided conversations on race and the Church & Society Team held a film series on mass incarceration. There will be an announcement of this ministry and a call for volunteers for a planning team in the next week.

Impact of COVID-19 on Strategic Plan - Kathy

Kathy summarized a webinar she attended on "Seven Shifts in Church Ministry." The shifts include an increased digital ministry, equipping instead of just teaching, connecting as a community instead of just gathering for worship, emphasizing local ministries that have more Kingdom impact, spiritual transformation instead of more programs, less complexity and developing the muscle to reach out beyond the church. Kathy suggested that we shift our strategic focus to:

- 1) Finding ways to develop connections and enable spiritual transformation with a digital format;
- 2) Shifting job responsibilities to deepening ministries prioritized in our strategic plan; and
- 3) Committing to a long-term and local ministry on diversity and racial justice.

PPP Loan Update - Kathy

Congress enacted the Paycheck Protection Program Flexibility Act on June 5 that allows the borrower to extend the period for spending the PPP loan proceeds from 8 weeks to 24 weeks. Pam and Kathy are evaluating which period maximizes the amount

of the loan that can be used and forgiven. Key issues involve the calculation of eligible payroll and other expenses that can be paid with the loan proceeds and the determination of the FTE Reduction Quotient which determines the forgivable amount of the loan. An initial review indicates that the 8-week period may not include sufficient qualified payroll and other expenses to spend down the entire loan but will allow more of the loan to be forgiven. The 24-week period would allow us to spend down the entire loan but could reduce the amount that could be forgiven under the FTE Reduction Test. Mike offered to share his company's analysis of the issue with Pam and Kathy after the meeting.

The forgiveness process could take several months and, until a final determination is made, the loan will not be taken into income.

Financial Update - Sean and Pam

FY 2019-20 Budget - The church finances leveled out in May. Although non-pledge giving lags projected non-pledge income by over \$20,000, the relatively steady inflow of pledge income and the lower expenses produced a surplus of \$27,302. This does not take into account that our expenses are understated by \$30,000 because we have not paid our monthly apportionment for March, April or May. If sufficient surplus exists, we will pay the unpaid apportionment installments for March through June (\$40,000) at the end of June.

Capital Campaign and Special Roof Appeal - The Capital Campaign has received \$866,705 and has a cash balance of \$200,546. The Special Roof Appeal has a balance of \$316,842 with additional pledges of \$8,500. The Maintenance Reserve Fund, with the addition of the 810 sales proceeds, has a balance of \$248,441.

Proposed 2020-21 Budget - Pam

The ALB adopted an 'understanding' of the 2020-21 operating budget. The budget shows a deficit of \$65,639 but does not include any of the \$183,627 PPP Loan as revenue. If the entire loan were used and forgiven, the church would receive additional income of \$107,699, TOL \$13,345 and CS \$62,583. Further, because there was no stewardship drive and no pledges, Pam is unable to project pledge revenue and finalize the budget.

Pam expressed concern that we have nothing with which to project pledge income for the next fiscal year. She noted that a letter was included in the last quarterly giving statements sent to the congregation asking that, in lieu of a spring pledge drive, members continue to give at the same level as last year or take a step up. However, it did not ask members to confirm their pledge. She requested that the initial group of Pastor Matt, Craig Walker, Kathy Schluter and herself meet to discuss ways to create a pledging pathway.

Trustees - Dick

Church Roof Update - The church received three bids for the roof project. The bids varied considerably with the lowest being \$331,000. The start date for the work also

varied with the earliest being late July. A sub-team of Trustees will review the bids and make a recommendation for ALB approval.

Sale of 810 E. Glen - The sale of 810 E. Glen closed on May 28. The sale price was \$250,000 and the net proceeds were \$232,000.

The Trustees recommended that the sale price be added to the Maintenance Reserve Fund to fund maintenance of and improvements to the church and the two remaining houses. ALB approved the recommendation. There is also a desire to invest the funds in a higher interest bearing account and Pam is looking into options.

820 Chimney Repair - Trustees will spend \$5280 to repair and cap the chimney at 820 E. Glen. The fireplace at 816 E. Glen will not be used.

Proposed Christ Scientist Development - Kathy

No action has been taken on the proposal as WiRED Properties has not submitted a final proposal to the Village. Dick Steinmetz suggested hiring a city planner to develop options to increase parking and safety around the church. Kathy agreed to arrange a meeting with the Village to discuss the parking and safety issues as a first step.

Closed Session

Sean closed the meeting in prayer.

The next ALB meeting will be held on Tuesday, July 14 at 6:30 pm by Zoom.

Respectfully submitted,
Kathleen Schluter