**FIRST UNITED CHURCH OF CHRIST**

**CONSISTORY MINUTES – SEPTEMBER 21, 2020**

A meeting of the Consistory of First United Church of Christ was held on Monday, September 21, 2020. **Present:** Patricia Frey, Dallas Bailey, Lee Fischbach, Bill Harrison, Greg Lewis, David McKibben, Kate Poe, David Rohrer, Susan Stott, Pastor Chris Schwab, and Karen Byers. **Absent:** Mike Coulson, Dennis Eckman, and Kathy Wilson.

**DEVOTIONS:** Pastor Chris opened the meeting with prayer.

**MINUTES:** On a Rohrer/Stott motion, the Minutes of August 17, 2020, were approved. Motion carried.

**ADMINISTRATOR’S REPORT:** Pastor Chris reported the Community Halloween Event will not be held this year. In addition, First Church will not be holding the Community Block Party, due to the Corona Virus.

**PASTORS’ REPORTS:** Pastor Chris reported he had been approached regarding the use of our Church for Martin Luther King events.

**TREASURER’S REPORT:** Susan reported receipts are good this year, despite the circumstances.

Susan indicated a Church member requested a narrative of the budget be forwarded to the congregation, prior to the Annual Meeting on November 1. Pat shared that the Treasurer usually reads a recap of the budget at the meeting; however, Susan thought, due to the unusual circumstances this year, the budget be mailed two weeks prior to the congregation; hopefully, this would lead to fewer questions on some budgetary items, as in the past.

Susan reviewed the Investment Policy Statement. Bill asked who/how determines the investments and Susan explained this was done by Council, with guidance from the financial advisor.

On a Lewis/Bailey motion, the Endowment/Investment Fund Policy Statement was approved. Motion carried.

Susan also reported Cindy indicated regular giving and building fund giving have not been separated and inquired if we should go back and transfer funds to appropriate accounts. Cindy is now separating the funds, as she receives them each week. Bill felt it best to move forward, as Cindy is now doing.

Dallas inquired as to what is the Building Fund; is it for day-to-day expenses or catastrophic expenditures? Bill shared, at one time, it is the Sexton Fund and for building maintenance; Pat indicated it was used as a “rainy-day” fund. Greg indicated there should be something in writing (Pastor Chris will check if there is something), so as to avoid confusion. Pat asked Susan to have Cindy continue separating the funds;. Chris will research old files/books to see if there is a written policy regarding the Building Fund. A statement or policy regarding this fund will be discussed at the October Consistory meeting.

On a Rohrer/Fischbach motion, the Treasurer’s Report was approved. Motion carried.

**PROPERTY MANAGEMENT:** Pat questioned the $17,000 budgeted for a security system. David indicated that was an approximate figure, as Council has not awarded a contract, as of yet; this will be done at Wednesday’s meeting and brought to Consistory for approval at October meeting.

Chris questioned whether a camera needed to be placed in the Church office; discussion was held as to the camera’s placement, so it was not directed on Lyndsey’s desk area.

David reported there would be 20 cameras placed throughout the Church, including covering all entrances; this would allow the ushers to view the parking lot and all entrances to the Church during services.

Lee inquired if there would be motion detectors; David not sure if this would be available for both inside and outside.

**CHURCH AND COMMUNITY CONNECTIONS:** Greg reported Community CARES has located a building, across from Giant, for its use.

**OLD BUSINESS:** Pat reported, after much discussion and consideration, Caring Fellowship Council decided the Pork and Saurkraut dinner has been cancelled.

Greg reported on the Task Force’s recommendations to move the reopening of church to Sunday, October 25, due to concerns (waiting to see no spikes in the area, since the opening of schools/colleges); with services being held every two weeks, rather than weekly. Greg distributed Guidelines to be sent to the congregation explaining procedures. Bill inquired as to why not follow legislation, which has been passed; Greg indicated there is different legislation for churches. Greg reported they are looking into a fogging machine to assist with sanitizing (David is looking into cost, etc.).

Since we would only have services on alternate weeks, Pastor Chris questioned whether we should wait until November 1 to reopen, due to the congregational meeting; otherwise, we would have to either hold the congregational meeting virtually or delay the meeting until the second Sunday in November, to enable members to vote on the budget in person. With that said, Consistory voted to delay the opening until October 25. Motion carried, with one dissention.

Greg presented an informational sheet to be sent to the congregation. He will follow up with a letter from the Task Force to be included and forward to Pastor Chris for mailing.

**NEW BUSINESS:** During Iva Zell’s exit interview, she requested the computer program, Servant Keeper be updated; it would cost approximately $1,000, including a course Lyndsey would attend. On a Fischbach/Stott motion, approval was given to update Servant Keeper. Motion carried.

Pat reminded everyone to give Council information and meeting dates to Lyndsey to be placed on the Church calendar. Lyndsey placed a calendar on the wall in the office for easy access by everyone.

It was suggested by Pat that ALL meetings be held in Fellowship Hall and not in the Parlor, for easier sanitizing. Pat also reminded everyone to check with Lyndsey to make sure there is no overlapping of meetings.

Being no further business, the meeting adjourned.

Respectfully submitted,

Karen F. Byers, Secretary

**NEXT MEETING: Monday, October 11– 10:00 - Fellowship Hall**

**OCTOBER DEVOTIONS: David McKibben**