

Approved by Council April 15, 2020

**LITTLE RIVER UNITED CHURCH OF CHRIST  
CHURCH COUNCIL MEETING  
March 11, 2020 – 7:00 P.M.**

Members Present: Larry Roth, Moderator; Dave Curtis, Historian/Archivist; Jan Curtis, Historian/Archivist; Amanda Halstead, Music Committee; Bruce Summers, Stewardship; Andrew Hunter, Trustees; Carolyn Yocom, Treasurer; Drew Nettinga, Deacons; Joe Christiansen, Endowment Fund; Mary Summers, Member-At-Large; Jennifer Mack, Comptroller; Judy Moats, BOSJ; Kathy McCrea, Personnel; Carrie Douglas, Nominations & Appointments

Staff Present: Alexis Kassim, Associate Pastor; Kathy Heyman, Office Administrator

Guests Present: Carol Henning

Larry Roth presented the Agenda. No changes or additions were made to the agenda as presented.

Pastor Alexis opened the meeting in prayer. Everyone wished Bruce Summers Happy Birthday.

**Pastor's Time**

Pastor Alexis reported the church is monitoring the Coronavirus updates. As more information is received from CDC and the governor adjustments may need to be made to Sunday worship services. The pastors went to Greenspring today for their regular monthly ministry program. All seem to be doing well. There were 12 residents that attended the program.

A meeting is scheduled to discuss the Medical Debt program. The coordinators are exploring the options to hold the meeting as a virtual zoom meeting instead of in-person. It seems virtual meetings will be held more for all areas as we continue monitoring the current times of social distancing.

**Approval of Minutes**

Minutes of the February 12, 2020. Carolyn Yocom stated a correction under the Treasurer's Report. The change in the minutes would be made by the church clerk. A motion was made by Mary Summers, seconded by Andrew Hunter to amend the minutes as presented. The motion carried. A motion was made by Mary Summers, seconded by Andrew Hunter to approve the minutes as corrected and presented. The motion carried.

## **Financial Update**

### **Treasurer's Report**

Carolyn Yocom distributed the financial overview report to the Council to review. She reported no substantial changes in overall expenditures in February. The Ginna Dalton fund and the 65<sup>th</sup> Anniversary campaign continue to receive donations. All financial fronts are steady at this time.

### **Stewardship Committee**

Bruce Summers, Chair reported church has received additional gifts for the Ginna Dalton fund. For the \$.65 plus campaign to date we have received 21 donations for \$2,227, additional donations are welcome. Our goal is to raise \$8,000 from this and other campaigns such as a SummerFest rummage sale like we did last summer. We recently received a new \$10,000 Pledge for the 2020 campaign. Total pledges for 2020 are now \$506,986 and at least one member family has offered to increase their pledge.

### **Trustee Report**

Andrew Hunter, Chair reported at the annual meeting in February funds were approved to replace the stove in the church kitchen. A member had a lead on a used stove currently being sold by another church. In checking on the specifics of the used stove by staff and Trustees it was found the stove was not proper dimensions. The trustees have found a new stove and will be purchasing with installation to happen later this month.

Andrew thanked Nick Renzo for all his hard work over the last year as temporary sexton. John Davis will now transition back into his work regular schedule as Sexton. John will be working 25 hours per week. Trustees have requested that John receive a full physical evaluation in the next couple of weeks. Nick has agreed to be on an "as needed" schedule for special events/meetings and other times for the church when extra sexton assistance is needed.

Andrew reported Trustees are continuing to look at reducing costs at the church in utilities such as lights and telephones. Trustees will continue to update Council in any savings found in these areas.

### **Music Committee**

Amanda Halstead, Chair reported the music committee are making plans for Open Mic Night to be held on May 9.

### **BOSJ**

Judy Moats, Chair reported there will be a Chosen Family Luncheon planned in March. More details to come. Donations raised from the *Just Mercy* movie event in January were given to Virginians for Alternative to the Death Penalty. This organization held a special event with speaker, Dale Brumfield, here at LRUCC in February. BOSJ members are starting to make plans for the upcoming Pride Parade to be held in June.

### **Nominations & Appointments**

Carrie Douglas reported Carol Henning was attending the Council meeting tonight as the possible new church clerk. Carol was observing tonight and will be working with N& A Committee and Kathy Heyman on information of responsibilities as the church clerk. Carol will let N&A know if she decides to officially accept the position.

### **Boards, Ministries and Committees**

David Curtis shared the Communications Committee meeting was scheduled for later this month.

Jan Curtis shared that the Justice & Witness Committee of the Potomac Association is working on a Faith & Democracy campaign to get out the vote.

### **New Business**

Pastor Alexis reviewed with the Council discussions the staff had on the recent reports and information on Coronavirus. Some of the items being discussed were a robust cleaning of kitchens and bathrooms along with chairs in the sanctuary in addition to regular cleaning done by Premier Cleaning. Passing of the Peace during worship services would be discontinued going forward. Communion will be served in a different format with individual cups and bread cut in squares. Passing of the collection plate and coffee hour were still being discussed on how to handle and best for health considerations for all.

Council discussed different options on new worship service proceedings and procedures especially during communion and passing of the plate.

### **Governance and Ministries Board Meeting Schedule**

Larry Roth proposed the following meeting schedule going forward to Church Council, Ministry Board and Governance committee:

Ministry Board – Wed., April 8

Church Council – Wed. April 15

Ministry Board – Wed. May 13

Governance Board – Wed. May 20

Ministry Board – Wed., June 10

Governance Board – Wed., June 17

Church Council – Wed. July 29

It was discussed for Church Council to meet every 3 months. Governance Board every 3<sup>rd</sup> Wednesday of the month. A determination will need to be made by the Ministry Board and

Governance Board on board/committee positions to serve on each board. Guidelines for these boards would also be followed as stated in the LRUCB By-Laws.

Larry told the Council with the resignation agreement finalized with Pastor David, a call to form an Interim Pastor Search Committee will be needed. Bill Huddleston has volunteered to serve as a representative from the Board of Trustees. Larry would recommend 4 people to service on the committee. Two from ministry and two from governance. Larry requested suggestions be sent to him for further members to serve on Search Committee.

There was further discussion on the final resignation agreement with Pastor David and time line for an interim pastor. It was suggested end of summer or early fall for an interim pastor may be best target for a start date. All future proposals from the Search Committee would be presented back to Church Council for discussion.

### **Unfinished Business**

There were no reports or updates.

The regular session of Church Council concluded Carolyn Yocom closed the meeting in prayer.

After a brief recess, the Church Council resumed in Executive Session. Staff members Pastor Alexis and Church Office Admin Kathy Heyman stayed present with Church Council members for the Executive Session.