

Irvine United Congregational Church
Administrative Board Meeting Minutes
September 15, 2014

Attendance:

Board: Mark Allen, Jerrod Anderson, Cindy O'Dell Jerry Price, Anne Rosse, and Martha Selby,

Staff: Paul Tellström and Michael Spindle

Committee Chairs: Wayne Banwell, Lyle Norton, Matthew Redrich, and Ken Wyant

Ministries Board Chair: Dawn Price

Guests: Tommie Kozlov and Pat Sauter

1. Call to Order: The meeting was called to order at 7:01 p.m. by Chair Martha Selby.
2. Opening prayer was led by Rev. Paul Tellström.
3. July 21, 2014 Minutes: Jerrod Anderson moved to approve the Minutes as submitted, seconded by Jerry Price. Motion approved.
4. Treasurer's Report: Mark Allen distributed hard copies of the draft Financial Statements for the eight month period ending August 31, 2014. His report included this summary:
 - Total IUCC results for August 2014 produced a profit of \$3.1 thousand, consisting of a profit of \$8.9 thousand in the church's general fund and a loss of \$6.9 thousand for ECC; and profit of \$1.0 thousand in the CIF. Net loss adjusting for depreciation was \$6.0 thousand.
 - Year to Date Total IUCC results produced a total loss of \$34.1 thousand, driven by the losses in the general fund YTD of \$29.5 thousand and \$36.1 thousand in the ECC, offset by the bequest received in January 2014 in the CIF of \$29.7 thousand, which also includes small amounts for the building fund in subsequent months.
 - For total IUCC, August YTD results of loss of \$34.7 thousand vs. a budgeted loss of \$28.5 thousand were \$6.1 thousand poorer; and vs. LY results of an \$8 thousand loss results TY were \$46 thousand poorer. Primary factors are termite and related work in Atwood for B&G and poorer results in ECC than anticipated as headcount has fallen.
 - ECC results worsened in July and August over the previous six months with an almost \$7 thousand loss for the period. Revenue is down \$56 thousand (20%) YTD vs. LY.
 - We have made \$72 thousand in capital expenditures. Which includes \$68.6 thousand for the building project and \$3.9 thousand for the ECC.

Martha discussed the upcoming budget process. She also reported that all church leaders are asked to get their pledges in soon; there now is an on-line option for submitting pledges.

5. ECC Report: IUCC Child Care Committee Chair Laura Long was absent, but Martha reviewed the ECC Report Laura submitted in advance (see attachment). The ECC enrollment continues to be low (currently at 26). As a result, the decision was made to lay off one teacher. Martha has become more involved in ECC operations, as the financial health of the ECC continues to be a focus. The Board discussed the role of the ECC in the church's mission.

6. Building & Grounds Report: Co-Chair Wayne Banwell reported on the status of ongoing B&G project, including flushing the drain in the Plumer Hall kitchen, installing parking lot signs, scheduling sanctuary light bulb replacement in October or November, and obtaining a quote for repainting the parking lot lines. The next B&G workday has been set for November 9. Co-Chair Lyle Norton reported that he planned to survey people's availability in order to set the open and lockup schedules; the Board encouraged Lyle not to collect availability and simply set the schedule and let people adjust.

7. Technology Report: Chair Matthew Redrich submitted the September IUCC Technology Committee Report (see attachment). The new screen is up in the sanctuary and has been a great addition. We have

been using a new Planning Center Online software for worship planning; Matthew can train volunteers. Matthew has been attempting to add a wireless access point to the office. The Plumer Hall sound set up continues to give us problems, particularly the handheld microphone, which needs repair or replacement. Matthew and Paul will research whether there are funds in the Adult Education budget for a new microphone for wireless mic.

8. Ministries Board Chair Report: Chair Dawn Price reported that the Sunday morning changes seem to be going well. She also said that we are working on redesigning Comma Groups.

9. Moderator's Report: Moderator Anne Rosse submitted her August Moderator's Report (see attachment). Both Anne and Martha both thanked the Board for submitting written reports – this makes meetings more efficient. Anne reported on the next steps for the building project. The capital campaign has been removed from the Winter Congregational Meeting; we will schedule a separate special meeting on this topic when we are ready. The ECC continues to be a planning priority and will be a topic for the Winter Meeting. Plans for the stewardship campaign are underway and we are asking for all church leaders to have their pledges in by October 1. At our October Admin Board meeting we will be discussing bylaws and will ask committee chairs to be in attendance.

10. Pastor's Report: Pastor Paul submitted his August Pastor's Report (see attachment). He thanked everyone who contributed to making the wedding such a success. He reported that he is placing a stronger emphasis on worship, both in themed preaching and coordinated technology; the Board discussed the possible use of videos on the screens before the service begins. We are progressing in our emphasis on attracting younger families and youth; we recently had a visitor information gathering of six or seven interested people, all of whom were under age 30. A confirmation class will be beginning soon. We had 250 people in church on Labor Day Sunday, which is considerably higher than usual. Paul will be leading an IUCC group to Japan as part of our Global Mission outreach.

Next meeting will be Monday, October 20, at 7 p.m.

The meeting was adjourned at 8:10 p.m. followed by a closing prayer led by Matthew Redrich.

Respectfully Submitted,

Jerry Price
Congregational Representative