

October 2023

Council Packet

Council Agenda: October 2023

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Plymouth Congregational Church, United Church of Christ

Tuesday, October 24, 2023, 6:30 pm – In Person

Scott Morgan – Moderator	Debbie Schmidt – Stewardship
Sonia Jordan - Moderator Elect	Korey Kaul – Christian Education
Devon Kim – Immediate-Past Moderator	Sue Denning – Deacons
Larissa Long – Clerk	Linda Thompson – Fellowship
Doni Mooberry Slough – Treasurer	Kelley Stillings – Membership
Rich Bireta – Deputy Treasurer	Brandy Ernzen – Mission & Service
David Ambler – At Large Member	Kathy Bowen – Music & Fine Arts
Susan Osborn – At Large Member	Annas Boyer – Personnel+
Doug Eason – At Large Member	Dick Orchard – Endowment
Valerie Miller-Coleman	Susan McCarthy – History+
Caroline Lawson Dean	

*Quorum is 9 (17 Voting members, 2 Non Voting members+)

(times in parentheses are estimates)

1. Call to Order – Scott Morgan, Moderator
2. Invocation – Valerie Miller-Coleman
3. Consent Agenda (5 minutes)

Suggested Council Action: Adoption of the Consent Agenda

These items are considered and approved under one motion unless removed for separate action at the request of any member of Plymouth. Items removed from the consent agenda are considered following the adoption of the remainder of the consent agenda.

- 3.1. Approve Agenda
- 3.2. Approve Minutes from September 26th, 2023
- 3.3. Receive Financial Reports
4. Church Treasurer's Report – Doni Mooberry, Treasurer (10 minutes)
 - 4.1. Financial Update and Fun Fact

Through September we are 75% of the way through the year, have received income covering 78% of our budgeted expenses and spent 74% of our expense budget.

5. Old Business
 - 5.1. Goals and Strategy Update Facilities, next steps for possible capital campaign – Valerie Miller-Coleman and Debbie Schmidt (15 minutes)
 - 5.2. Bylaws and Policy Update – Scott Morgan (10 minutes)
 - 5.3. Update on Annual Appeal and our budget process – Debbie Schmidt, Chair of Stewardship and Doni Mooberry, Treasurer (10 minutes)
6. New Business
 - 6.1. Four-way Ministry Covenant request, Valerie Miller-Coleman (5 minutes)
 - 6.2. Nomination Committee – Sonia Jordan, (10 minutes)

Suggested Council Action: Approve request of Amy Fishburn.

Suggested Council Action: Approve Dave Ambler and Sarah Whitten as at-large members of the Nomination Committee. (Sonia Jordan is already chair as Moderator-Elect. Devon Kim and Scott Morgan are also members in their roles as Immediate Past Moderator and Moderator.)

7. Moderator's Report – Scott Morgan (5 minutes)
8. Associate Pastor's Report – Caroline Lawson Dean (5 minutes)
9. Pastor's Report – Valerie Miller-Coleman (5 minutes)
10. Open Forum

Meetings of the Church Council are open to all Plymouth members. This open forum allows any church member to address the Council regarding Plymouth Congregational Church, United Church of Christ, programs, plans, or policies.

11. Adjournment and Lord's Prayer

12. Important Future Dates:

Next Council Meeting: November 28th, 2023 @ 6:30pm – **This meeting will be in person.**

Tentative 2023 Council Dates (fourth Tuesday except third in December): December 19th, January 23rd

Council Minutes: September 2023

Council Minutes: September 2023

Plymouth Congregational Church, United Church of Christ

Tuesday, September 26, 2023

1. Call to Order – Sonia Jordan – Moderator Elect

Sonia called the meeting to order at 6:33.

Members present:

Sonia Jordan – Moderator Elect

Larissa Long – Clerk

Doni Mooberry Slough – Treasurer

Rich Bireta – Deputy Treasurer

Susan Osborn – At Large Member

Doug Eason – At Large Member

Valerie Miller-Coleman

Caroline Lawson Dean

Debbie Schmidt – Stewardship

Korey Kaul – Christian Education

Sue Denning – Deacons

Beth Chambers – Mission & Service

Kathy Bowen – Music & Fine Arts

Dick Orchard – Endowment

Susan McCarthy – History

Members not present:

Scott Morgan – Moderator

Devon Kim – Immediate-Past Moderator

David Ambler – At Large Member

Linda Thompson - Fellowship

Kelley Stillings – Membership

Annas Boyer - Personnel

2. Invocation – Valerie Miller-Coleman

Valerie read passages from “Irresistible Faith: Becoming the Kind of Christian the World Can’t Resist” by Scott Sauls. Some thoughts from the passages:

What would it look like –

- To live compellingly and lovingly?
- When local churches are diverse and welcoming?
- Could we become the best kind of friend to have and the best kind of enemy as well?

3. Consent Agenda

3.1 Approve Agenda

3.2 Approve Minutes from August 22, 2023

3.3 Receive Financial Reports

Kathy Bowen moved to approve the consent agenda; Doug Eason seconded; motion unanimously approved.

4. Church Treasurer’s Report – Doni Mooberry Slough, Treasurer

4.1. Financial Update and Fun Fact

Through August we are 67% of the way through the year, have received income covering 70% of expenses and spent 66% of budget expenses. Some pledges were paid in full this month, so income is looking good.

Fun fact – Doni shared some unusual ways congregations have raised funds.

- Sold small squares of dirt to see who could “charm” the most worms.
- Paid to throw pies at pastors.
- Used insurance proceeds to rebuild after the church was destroyed by fire from a lightning strike. Perhaps heavenly intervention as the church was deeply in debt?

5. Old Business

5.1 Goals and Strategy Update Facilities – Valerie Miller-Coleman and Debbie Schmidt

Listening Sessions

Valerie said the Listening Sessions conducted by Alan Wildes with Generis have been well attended and thanked Debbie for coordinating food and beverages for participants. He'll provide a report within two weeks after analyzing notes from the sessions and general financial information from annual reports and budgets. She said the report will provide guidance on next steps regarding a capital campaign, although it generally sounds like more information will be needed to establish the cost and timeline.

The report will be sent to Valerie, then to Stewardship and then to Council.

Rich met with Alan prior to the listening sessions and shared information about Plymouth's financial history and trends, including the capital campaign 23 years ago. He participated in the first session and said he was very impressed with Alan's skills and ability to get people to talk.

Sonia attended the morning session and said it seemed to her the organ was a non-negotiable item, even if a capital campaign isn't recommended. It was suggested that a session targeted on the Organ Committee and its work to date could be helpful. Kathy said the organ budget needs to be increased. Some parts are so old it's difficult if not impossible to repair.

Rice Foundation Grant Request

Debbie said the grant request was submitted timely to the Rice Foundation. Stewardship is still waiting for a response from the City of Lawrence regarding the installation of solar panels on South Church.

5.2 Bylaws and Policy Update – Rich Bireta, Larissa Long and Doug Eason

Doug said the vote on the Constitution was 104 Yes; 48 No. A two-thirds majority was required for passage or 102 affirmative votes. The vote on the Bylaws was 92 Yes; 59 No. A simple majority required 76 affirmative votes.

Fifty-nine no votes sends a strong message, so a successful implementation of the changes is imperative. We must ensure an open nominating process which is inclusive of various opinions and skill sets. We should evaluate ourselves in a year and make adjustments if needed.

Rich said he was surprised and a little disappointed in the large percentage of no votes. Not a point-by-point rebuttal, but we will need to transition well to the smaller Council format.

Sue and Matt DeVecchio (chair-elect of Deacons) reviewed the changes and have some questions. Deacons have specific areas of responsibility, but they couldn't find them. She suggested that guidance be provided to board chairs regarding the changes. Dick thinks they are listed in policies and procedures, but Sue said she couldn't find them. Doug suggested she contact Scott as Council has not yet approved the policies and they need to be seamless.

Susan Osborn suggested consideration be given to someone who wasn't supportive of the bylaws change, but had appropriate skill sets and qualifications. She also thought we should look for people who have some business skills or have served on other boards or organizations. And we shouldn't forget individuals who may not have been involved.

Sonia, who will chair the nominating committee is working to establish the nominating committee with members representing diverse perspectives and she's getting close to a finalized committee. She believes it is important to have the committee be a congregant-led effort. Heather will be the staff representative. Sonia said she values diversity of opinion and is quite open to a diverse Council. Members from both services, ages and membership status should be considered.

Debbie asked if nominations from the floor would be by written ballot. The answer was yes.

5.3 Revenue Committee, possible approval of new Council Committee – Debbie Schmidt

Debbie isn't seeking action today but did give her thoughts regarding a revenue committee. Referencing the 5-year plan developed by Rich, Doni and Stephen, she said it needs to be strategic. How can we be financially viable in the future? She wants to spend time doing research and will come to Council in October with a plan for consideration.

6. New Business

6.1 Planning and Coordinating Session

Christian Education - Korey Kaul said the board oversees adult, youth and children's Christian education programs. The focus currently is on youth and children. Curricula has been developed for children, but the real surge is in youth. How do we encourage high school students to come to church? The board is looking at evangelical churches, as those youth are very involved. The messages are different, but is it the message or the method that makes the difference?

In October, Caroline, Kara and two other Plymouth representatives will attend the one-day "Orange Conference" in Kansas City, which focuses on youth ministry.

Deacons – Sue explained that the Deacons are spiritual lay leaders and responsible for everything in the sanctuary. The areas they manage or support/coordinate include lay leaders; special services; members in discernment; prayer teams; Stephen Ministries; ushers; We Care; and acolytes. Valerie is the staff representative. Goals include writing lead and liaison descriptions and codifying procedures. They would like additional financial support for Stephen Ministries and staff development.

Rich said the Doug and Ginny Beene endowed fund specified funding for Stephen Ministries. He also thanked Doug Eason for his work on securing the endowed fund.

Endowment - Dick said messages regarding planned giving have been placed periodically in "The Rock" and church bulletin. The book "Faithful Giving" suggests gently nudging people to think of the church in their planned giving. A reception for members of the *Cordley Circle of Giving* (members who have indicated in writing their intent to include Plymouth in planned giving) is being considered.

Fellowship – Valerie said participation in coffee hour is increasing and the cookies are a big hit. The annual picnic was enjoyed by many, and LINK benefitted from what was left.

Membership – Valerie said 24 adults joined the church on Sunday. Heather is doing a great job with new and prospective members and working with welcome teams. Although she's a part-time Assistant Pastor her role is an important one and we're working to keep her salary equitable.

Mission and Service - Beth Chambers and Caroline – They are working to create a culture of gratitude for those supporting mission and service. Activities include the ministry fair; volunteer engagement; racial justice; earth care work and an upcoming Open and Affirming forum. The Easter offering supported the language program, Head Start and disaster relief. A successful backpack drive just ended.

Music and Fine Arts - Kathy – Choir members are involved each week in a variety of activities including culinary, knitting, crafts, weekly worship music, youth engagement, and dinner theatre. They seek opportunities to develop relationships and coordinate with other boards.

Stewardship – Debbie said the annual appeal will kick off in October and we need to have a better understanding of the demographic differences of givers and how to reach them via different platforms.

6.2 Goal Setting – Sonia Jordan

Sonia wants to make progress on the facilities plan and help with an effective implementation of the new bylaws. There is also the possibility of a capital campaign. Communications and transparency will be required.

7. Moderator's Report – Sonia Jordan

The updates she gave on the listening session and nominating committee are her report. But she added that she loves the Holy Season and is looking forward to December.

8. Associate Pastor's Report – Caroline Lawson Dean

- Six Supper Circles, with 70-80 total participants
- Confirmation class is starting.

9. Pastor's Report – Valerie Miller-Coleman

- Faith Foundation retreat this weekend.
- New class between services – The M Word (Money)
- Blessing of congregational care visitors
- 490 in attendance on Sept. 24

10. Open Forum

Meetings of the Church Council are open to all Plymouth members. This open forum allows any church member to address the Council regarding Plymouth Congregational Church, United Church of Christ, programs, plans or policies.

11. Adjournment and Lord's Prayer

Doug moved to adjourn; Sue seconded; motion carried unanimously.

Meeting adjourned at 8:51.

12. Important Future Dates:

Next Council Meeting: October 24, 2023 at 6:30 pm – this meeting will be in person

Tentative Future Council Dates (fourth Tuesday, except third in December):

November 28, December 19, January 23, 2024

**Board Minutes
September 2023**

CE Board Minutes: October 2023

October 3 2023 7:30pm

Christian Education Board Agenda

Zoom

Members present: Korey Kaul, Kara Holcolombe, Jackie Lord, Chelsey Stultz, Melissa Lisher, Katy Anderson

1. Opening prayer - Kara
2. Celebration - Youth Theater Memories
3. Accept September Minutes
4. Treasurer's Report - Jackie Lord - Overall everything is balancing out for the year. Jackie will send out an update by email in a few weeks.
5. Council report - Korey
 1. Pledges are up for this point in the year compared to past years.
6. Old Business
 1. Acolytes - Jackie
 1. New robes came in and a few more will be purchased in different sizes each year in the future since the robes we have are old
 2. There will be a training October 22 for kids to learn about being an acolyte
 3. The kids will get a necklace with beads to collect that represent the time of year that they helped.
 2. Covenant Groups Launch in October after supper circles
 3. Wednesday, September 13th and ongoing: Plymouth Academy
 1. Faith Foundations,
 2. 3rd grade Bibles
 1. The Christian Education committee approved \$358.66 for purchasing 8 bibles by email Sept. 26
 3. Supper circles
 1. Mid September - Mid October
 2. 5 dinners with a group, two of the groups are targeted for empty nesters and pre-K parents
 3. 60 - 80 participants signed up at this time

4. Some groups are meeting Tuesday or Saturday
5. Planning to host a Spring toddler supper circle since supper circles has been successful this fall
4. 9th Grade Small Group - September 10th kick off
5. Women's Retreat September 8th-9th 2023 at the Sophia Center - 22 participants
-Note for future MAP planning to include a line in the budget for funding the Women's retreat since it is an annual cost instead of using general funds
7. Upcoming Events:
 1. Volunteers Cake Cutting for 3rd Grade Bibles - October 29, 2023
 1. Pick up cake - Melissa
 2. Cutting cake in Mayflower room - Korey and Keeli
 2. Halloween Party and Parade - October 29, 2023
8. New Business
 1. Virtual Auction - Party on 10/6 to wrap up auction
 1. October - Jackie
 2. Will assign the other months at the next meeting
 2. Save the date for gingerbread extravaganza Dec. 3
 1. Kathy will be picking up 100 gingerbread houses
 2. Kara will be sending out a Breeze sign-up for bringing food or helping set up or clean up
9. Caroline/Kara report
 1. Sunday school is going well and filling volunteers has been good so far
 2. Kara shared the new 9th grade group is going well
10. Next meeting - Nov. 7 Zoom, Tentative plan to gather in person Nov. 12 at Milton's
11. Closing prayer - Kara

Events:

- Palm Sunday Day parade
- Easter activities
- Confirmation class celebration
- Vacation Bible School
- Graduation Breakfast May 21
- Pride Party in June 11
- Service Trip for high schoolers - July 9-15th
- Sunday School Orientation - August 13th
- Volunteer Training for working with youth - August 20th

- Blessing of the Backpacks - August 13th
- Blessing of the Animals -
- Halloween party and parade
- Children's Musical & Sam Elliott Christmas Party December 17th
- St. Nicholas Sunday December 3rd
- Gingerbread House Extravaganza December 3rd 4:00pm

Deacons Board Minutes: October 2023

Tuesday, October 10, 2023

6:30 PM

Chapel

Members present: Cathy Barker, Dave Barker, Matt DeVecchio, Sue Denning, Paul Herpich, Pastor Valerie Miller-Coleman, Kim Noll, Wendy Seger, Gayle Sherman, Sandy Sloop, Tess Tallman.

Members unable to attend: Robin Wood and Brian Wolfe.

Call to Order – Sue Denning

Sue Denning called the meeting to order at 6:33 PM.

Approval of Consent Agenda and September 2023 Minutes

Gayle moved that the agenda be adopted and the minutes from the September 12, 2023 meeting be approved. Dave seconded; motion passed unanimously.

Devotional – Wendy Seger

Wendy presented a brief background for two books written by Indigenous authors: *Braiding Sweetgrass* (Robin Wall Kimmerer) and *Braiding Sweetgrass for Young Adults* (Monique Gray Smith). Wendy read The Thanksgiving Address from the second book as a devotional opening for the Deacons’ meeting.

Sunday (12-24-23) Christmas Eve Service Discussion – Gene Tyner and Gabriella Sutherland

Gene and Gabriella attended the meeting to share information about the Deacons’ role in support of the Christmas Eve service. Members of the Board signed up for participation at the services as listed in the chart below. Forty-three volunteers at large will be recruited for the services by Gene and Gabriella. They will also coach the lead positions; in turn, the leads will coach their assigned volunteers. The Board members agreed to meet after the December 12 Deacons’ meeting to prepare the candles for the Christmas Eve service.

Role Responsibility	4:00 pm	6:00 pm	8:00 pm
Stage manager		Paul	Paul
Lead usher	Sue	Wendy	Gayle
Candlelighter	Matt	Gayle	Sandy
Balcony lead		Kim	Dave/Cathy

Treasurer’s Report – Kim Noll and Sue Denning

Kim presented and briefly summarized the September expenses on the treasurer’s report. Sue reported that a new endowment from the Doug and Ginny Beane Fund would provide \$400 for the Stephen Ministry and be available at the beginning of 2024. Consequently, the current budgeted amount (\$220) would remain the same for 2024.

2023 Ministry Action Plan (MAP) Goals – Sue Denning

Sue reminded the Board members to complete their detailed write-ups of liaison procedures and responsibilities (Goal 2B). Sue also confirmed that write-ups would be needed from the following positions: chair, vice-chair, treasurer, and clerk. Members participated in partner conversations to review their liaison descriptions and make suggestions for revisions. In preparation for the November 14 Deacons’ meeting, Sue asked that members take into consideration future Board

positions as leads, “seconds,” and liaisons for 2024. We still need to identify volunteers for a 2024 Communion lead and “second.”

Communion Planning – Paul Herpich

Paul led a debrief of the October 1 Communion Services and passed around the sign-up for the November 5 communion service. Paul reported that the quantities for bread have been adjusted to 270 pieces for both services. Due to a heightened awareness of those with mobility issues (such as the mobility needed to receive communion from the small cups), it was suggested that we consider one-to-one conversations with those identified that might appreciate a check-in.

Bylaws Revision Discussion – Sue Denning

Sue Denning led the Board’s discussion about the impact of the adopted ByLaws and Policies. Sue confirmed the point of clarification that Ministry teams associated with worship service come under the purview of the Deacons. This understanding raised a question about some of the current Ministry teams and whether or not they might be better served by one of the other church boards (in particular, the Stephen Ministry and the Prayer Team). Sue will communicate the Boards’ questions in future discussions with Council members.

Following a discussion about the number of Deacons requested to be on the Board, it was moved by Dave Barker that the Deacons’ Board will continue to have 12 members starting in February 2024 and in accordance with the revised ByLaw and Policies; seconded by Matt. Motion passed unanimously. Sue will communicate that information to the Plymouth Moderator, Scott Morgan.

Advent Worship Supplies – Sue Denning

Sue reviewed the options for family advent supplies and found the range of choices and costs to be extensive. After discussion about the options, it was decided to purchase a devotional-type text to offer to those unable to attend worship during advent and make any extra copies available to families who would like to have one. Cathy moved to allow Pastor Valerie to choose a text and purchase copies, not to exceed \$500 total purchase; seconded by Kim. Motion passed unanimously.

Open Forum

Cathy gave an update on the acolyte training that will occur on October 22. Discussion followed about the larger acolyte robes and if they had arrived. Matt retrieved the package of robes, which were located outside of Pastor Caroline’s office. Cathy recommended that the Deacons purchase a “lanyard of service” for the acolytes to wear with their robes. Each lanyard would have a cross; beads would be offered to the acolytes to place on their lanyard on the Sundays they participated in worship. Sandy moved that Cathy could coordinate the purchase of the

needed supplies to make the acolyte lanyards not to exceed \$250; seconded by Dave. Motion passed unanimously.

Adjournment

Gayle moved that the meeting be adjourned; seconded by Tess. Motion passed. Meeting was adjourned at 8:30 PM; the meeting concluded with the Lord's Prayer.

Wendy Seger, Substitute Clerk

Endowment/Planned Giving Committee Minutes:

No October Meeting

Fellowship Board Minutes: October 2023

October 8, 2023, 10:30 a.m.

I Welcome

Linda introduced and welcomed Jaron Asher as the new Director of Operations and recognized the resignation of Nikki Richardson from that position.

A. Members present: Linda Thompson, Kathy Funk, Ann McElhenny, Linda Mannering, and Nancy Guy. Nikki Richardson was in attendance as well.

B. Staff Present: Jaron Asher

II Officers and Reports, Committees

A. Linda Mannering moved the September minutes be approved as submitted. Kathy Funk seconded the motion. Motion carried.

B. Treasurer's Report: The decreasing funds for Sunday morning cookies was discussed. Nikki recommended that the Board request an increase for that part of the Board's budget for next year as the attendance at the fellowship hour has been increasing. She felt that the increase should be 25% of the cookie budget. The budget for 2024 has already been submitted, but Jaron will go ahead and email Melissa to make the request, as Nikki suggested there is still time to do that. Esther's cookies will be contributing once a month through the end of the year, so that will help. We did go over budget on the Church picnic. Nikki noted that the coffee expense does not come out of the Fellowship budget as the coffee is used for all the church personnel and for other events sponsored by the church.

Notes from Melissa (Staff Accountant) on the Fellowship budget are as follows:

Account 5420100 has a remaining 2023 budget balance of \$2.53. This account also covers coffee, etc., and is over budget for this year; an increase of \$600 has been requested for next year for that account. Account 5420200 All Church Picnic was over budget as well but was reclassified to the Activity Fund Fellowship Donations account to take care of the deficit. She reported also that Account 3402150 has \$223.61 in extra donations not used for last year's Thanksgiving event that are available for this year's event.

C. Staff Report: Jaron noted that he is working 32 hours per week in his position, approximately 8 am – 2 pm. The closing hour for the other church personnel has changed from 4 pm to 3 pm daily, but Matt is able to set temporary codes for those who need to have availability to the Church after closing.

D. Tom was absent for his report today.

E. Esther's Cookies Report: Ann reported that Toni Dudley won the auction basket the Board donated for the recent Church auction and that Ann will get the basket cookies to Toni on November 5. They will be used for a celebration of life for Toni's late husband at that time. Ann said that Esther's Cookies will have cookies for Sunday, October 22, Fellowship Hour and that the December cookies will be with the Christmas theme.

F. Picnic Report: Linda T. reported approximately 120 people attended the picnic on a beautiful fall Sunday. We did go over budget by approximately \$240 (as explained in III B), and the extra hamburger patties were donated to LINK. Linda noted that Matt found containers full of kitchenware and supplies in the basement that was used for previous Church picnics. The containers have been organized and placed in the Fellowship Board shelves labeled Church Picnic.

G. Thanksgiving Dinner Report: The turkey menu has been placed with Hi-Vee. Ann has talked with Karen Russell, and she will donate 150 pounds of mashed potatoes to be delivered to the Church on Friday before the Thanksgiving dinner. Ann also met with Pastor Caroline to discuss the teen-age helpers' duties at the meal. Sign-up for the church members will start the last two Sundays of October; Linda T. will make the sign-up sheets. Linda M. will work at least two Sundays at the sign-up table, and Ann volunteered as well. When Church members sign up, it was agreed that anticipating the number of people in their party needs to be specified. Leftovers will be given to LINK.

III Other Business:

a. Three present Board members will rotate off the Board next year, and suggestions for possible new members' names would be helpful.

b. It was noted that the board should approach the general congregation for volunteers to work at coffee hour to supplement board members. This would be very helpful since coffee hour numbers have increased so much this year.

c. Jane Ahearn Walters is out of the hospital now but will be on a reduced work schedule. Gene has been filling in for her.

d. Linda T. met with Pastor Valerie about the Fellowship Donation Fund which is still \$3608.56. Pastor Valerie suggested that we could 1) buy new round tables for the Mayflower Room 2) buy round tablecloths for use at funerals, etc. Discussion: most

of members present liked the tablecloth idea and suggested that a dark color (black) would be easier to maintain. Linda asked for volunteers to research the information needed to purchase. Since there were no volunteers at the time, the project will be discussed at the next meeting. It was agreed that we could afford to spend the account down but leave enough to help with event cost overages.

IV **Next Meeting: Sunday, November 5, 10:30 a.m., Plymouth Room 202**

V Ann moved the adjournment of the meeting. Kathy seconded. The meeting adjourned 11:30 a.m.

Respectively submitted, Nancy Guy, Clerk

Membership Board Minutes: October 2023

October 9, 2023

Members Present: Kelley Stillings, Julie Fuller, Melody Gatti, Jeanne Fridell, Jan Willey, Marty Reeves

Members Absent: Linsey Moddelmog, Stacy England

Staff Member Present: Rev. Heather Coates

Discussion Items:

50-Year Member Recognition:

This year the recognition will be held at the November 19 service. Jan has talked to some of the members who appreciate going first to the dinner, but the flowers aren't necessary. Heather will make gold inserts for their name tags. There are eleven new 50-year members this year.

We discussed sending invitations to those members with a note about checking in before the service, with membership calling to check in before that date for the RSVP. Melody, Kelley, Marty, Jeanne and Julie will be on duty at the Welcome Table that day. Jeanne will work on the invitation and will send Heather info about magnetic tags.

Stillness and Silence:

The date for this event is December 6. Valerie is interested in purchasing a floorLabyrinth that can fit in the Mayflower Room for part of the day's activities. Heather

will talk to Valerie concerning ordering this in time for the event. Melody and Jeanne will help plan this event.

Structure of the Board:

Kelley has questions concerning the number of members on the Board with the new structure. Heather will follow up with some questions to staff members. Julie will assume the position of chair next year. Thank you, Julie.

Flower Ministry:

Julie, Heather and Marty shared about some of the deliveries they have made.

Recognition to Linda Thompson for the work she is doing to make calls to set up the Meal Train, as well as follow-up calls. Heather discussed developing some sort of documentation of visits.

The Art of Aging Workshop:

There were approximately 15 participants at the workshop this morning, which Rachel Monger led. Kelley attended and appreciated the conversation and structure of the class, the first of four sessions. A recommended book is Being Mortal, by Atul Gawande.

Grief Support Group:

Marc Giedinghagen and Heather are planning to organize 5-week sessions on Mondays leading up to the holidays.

New Member Orientation Input:

Melody felt that the day's activities- both the conversations and sharing- were very positive. The routine works well with checking in at the Welcome Table, sharing lunch, and meeting in small groups in the Mayflower Room. There were several participants yesterday at Discover Plymouth, as well. There have been about 60 new members join Plymouth in 2023. The next new member orientation will be in January.

Welcome Table:

Oct. 15: Jeanne and Melody

Oct. 22: Julie

Oct. 29: Melody and Jeanne (Care Group between services)

Nov. 5:

Nov. 12: Marty and Julie (Discovery Plymouth)

Nov. 19: Julie, Marty, Melody, Jeanne, Kelley

Nov. 26:

Upcoming Events:

November Meeting date: Monday, November 15? at 2:00 pm?, Room 201 N.

Kelley will send out verification of the date and time.

Respectfully submitted by Jeanne Fridell

fridell504@gmail.com

785-727-5739

Mission & Service Board Minutes: October 2023

October 4th, 2023 | 7 p.m.

Attendees: Caroline Rothnie, Jo Bryant, Kathy Wehmeyer, Caroline Dean, Beth Chambers, Chuck Marsh, Rachel Goossen

General

- Our next meeting will be Wednesday, November 1st
- Agenda was approved

Standing updates/reports

September meeting minutes were approved

Treasurer's report

- No notable items from activity this month.
- We have \$474.23 available in this year's budget for Leadership Training.
- We will see the total from last Sunday's special offering for Neighbors in Need on next month's report.
- To date, we've spent 81% of our \$42,500 budget.

Fundraising update – Virtual Auction (includes updates through end of Auction on Friday)

- We had a lot of bidding the last few days, and the Auction raised approximately \$9,000
- About 35 members plus Virtual auction team members attended the Family Fun night Friday Oct 6th where we celebrated Virtual Auction and raffle basket winners were announced.

Church Council report

- Church council has decided to meet with board chairs a few times per year, and has conducted the first of these meetings.
- Capital campaign listening sessions had excellent participation (140 people).

Social justice ministry updates

- National Coming Out day will be the focus of Mission Moment Oct 8th, and celebrated Wednesday, October 11th.
- National Trans Day of Remembrance is 11/20.
- Group will be focusing on KIFA over the next several months in preparation for the 2024 legislative session, and also on Justice Matters.

Mission partner update

- Just Food
 - Youth Service Corps session at HyVee brought in 400 lbs of food and \$650 in donations – very effective.
 - Just Food donation barrel is once again available at the church for members to bring in donations.
- Justice Matters
 - Emily Fetsch will be the new organizer, replacing Camille. Caroline D will be meeting with her soon.
- Trans Lawrence Coalition clothing drive has completed. Plymouth helped by storing clothes during the drive.
- PFLAG is using our space for their board meetings and appreciates the support.

Unfinished business

- Upcoming Rock articles

- November – Chuck will coordinate / help write articles
 - ECM
 - National Transgender Day of Remembrance event
- December –Christmas giving
- Holiday drives
 - Caroline R will write a summary of work / coordination needed by Mission Board members and email out.
 - Board members – please consider if you can volunteer for this activity this year.
 - We will discuss further / finalize at our November meeting.
- Thanking volunteers
 - Brandy reached out to Ann McElhenny who is coordinating Thanksgiving dinner. We plan to create some foam boards, one for each of the following mission partners (Family Promise, Link, Head Start, PLP, Kifa, Just Food, Justice Matters).
 - During the Plymouth Thanksgiving dinner, members will have time to add “thank you!” for subsequent delivery / presentation to the organizations

New business

- Christmas giving – we will need to decide how to allocate the donations. We will discuss this at our November meeting after knowing how much was raised during the Virtual Auction.

Save the dates

November 20th: National Day of Trans Remembrance

Upcoming Mission Moments

Oct. 15, 22, 29, Nov. 5, 12 & 19 - Annual Appeal

Nov. 26: Open

Dec. 3: Communion Sunday (we try to limit Mission Moments on big communion Sundays)

Dec. 10: KIFA - Moti Rieber

Dec. 17: Mission Board Christmas Offering Details

MFA Board Board Minutes: October 2023

Meeting Minutes October 10, 2023

Members Present: Susan Anderson, Kathy Bowen, Judy Burch, John Dvorske, Sharon Kindall, Harry McDaniel, Jenny O'Brien, Paula Pepin, Emily Sharp

Members Absent: Tim O'Brien

Staff Present: Kim Manz

Guests Present:

I. Devotional: Harry shared a devotional about delegating which seemed appropriate as we enter one of our busiest seasons. No one can do it alone.

II. Approval of Minutes from the September Meeting: The name of the leader of the writing class was mistakenly given as Kristen Bosnak rather than Kirsten Bosnak. With this correction, Jenny moved and Paula seconded the approval of the minutes. The minutes were approved as corrected.

III. Financial Report (Kim): The most recent financial reports were distributed with the agenda.

IV. Reports of Committees

a. Council Report (Kathy):

i. The Council discussed the listening sessions that were led by Generis. A report on the next steps regarding the feasibility of a capital campaign was expected within two weeks. It will be given to Valerie, the Stewardship Board, and the Council.

ii. Debbie Schmidt reported that the grant application for the solar panels on the South Church was submitted to the Rice Foundation.

iii. The Policy and Bylaws vote was discussed. The Bylaws vote had 59 "No" votes, which sends a strong message. The successful

implementation of the changes is imperative. They plan to evaluate the status in a year and adjust as needed.

iv. The nomination process for the new boards is underway. Sonia Jordan is chairing the nominations committee. Heather Coates is the staff representative.

v. The Council goals include making progress on the Facilities Master Plan and successful implementation of the revised Policy and Bylaws.

vi. The subject of the organ came up. The organ is considered a non-negotiable item and requires a budget increase.

b. Staff Report (Kim):

i. The All-Church Picnic was on September 17.

ii. There was one funeral since our last meeting.

iii. The Prayer Shawl Meeting was on October 4.

iv. Participants in recent services include Marilee Dymacek, Larry Rice, Mason Toevs, Su Johnson, Chelsea Troyer Calbeck, Judy Kettle, Kim Manz, Mukund Marathe, Mary Marathe, Doni Mooberry Slough, Genée Figuieras, and Marilyn Epp.

v. The Carol Choir (directed by Kim Manz) sang on September 17 and October 8.

vi. The Chapel Choir (directed by Emily Bennett) sang on September 24.

vii. The Plymouth Strings performed on September 24.

viii. The Covenant Ringers performed on October 1.

ix. Rehearsals for the Dinner Theater are being held on Tuesdays and Sundays.

x. In addition to preparing for each Sunday, the Chancel Choir is rehearsing the Major Work. Kim prepared and distributed rehearsal tracks for use by the choir.

xi. Greenery sales for the holiday have begun.

c. Organ Committee (Kim, Kathy):

i. JR Neutel, the owner of Reuter, decided three weeks ago that the Plymouth organ project was more extensive than what he could take on. There are too many unknowns about when the project might happen and whether he would have the staff or capability in a year or two.

ii. Since learning of JR's decision, the organ committee met twice and is in the process of researching and assessing other organ firms. Five companies are currently on the list for consideration. They are in Lincoln, NE; New York, NY; Warrensburg, MO; Orville, OH; and Bencia, CA.

iii. Kim will be visiting with these organ companies and musicians at specific churches in the next couple of weeks.

- iv. A recommendation was made for the Organ Committee to engage the congregation to make them aware of the condition of the organ and what is required to make the necessary repairs.
- d. Memorial Fund and Gift Committee (Kathy): No update.
- e. Fellowship Liaison (Paula): No update.

V. Unfinished Business

- a. Cooking Classes:
 - i. Oktoberfest is scheduled for October 27. Ollie is making sausage. A sausage maker will be present to speak about the process. Approximately 20 people have signed up so far.
 - ii. A Cookie Decorating Class is being considered. Paula will follow up with Kim Booth.
- b. Art Classes:
 - i. The Family Tie-Dye Class was September 23.
 - ii. The Needle-Felted Mini-Mushroom Class was October 1.
 - iii. The Fused Glass Ornament Class was October 1.
- c. Doane University Choir Tour:
 - i. The Fellowship Board may be willing to assist with hosting the choir.
 - ii. Judy contacted Russ about including a Save the Date item in an upcoming Bulletin so everyone is aware of the event.
 - iii. A taco bar was suggested for the day of the concert.
- d. Art Show:
 - i. Kim sent Tim and Jenny a list of things that are needed for the art show and they will follow through.
 - ii. Submissions are due at the church by noon on October 20.
 - iii. Jenny suggested that the submissions be broadened to include fiber arts and other forms of art.
 - iv. Tim and Jenny will determine a specific date and time for setup. They have some volunteers available to help and will contact MFA Board members if more help is needed. Some members have conflicts on Friday or Saturday.
- e. Dinner Theater:
 - i. The following are signed up to help with reservations:
 - 1. October 15: Tim and Jenny
 - 2. October 22: Kathy
 - 3. October 29: Harry
 - ii. The following have signed up to help in the kitchen. Kim will let us know what time we need to arrive.

1. Friday, November 3: Sharon Kindall, Sue Denning, Harry and Donna McDaniel, and Judy Burch.
 2. Saturday, November 4: Kathy Bowen, Paula Pepin, Susan Anderson, and (tentatively) Jenny and Tim O'Brien.
- a. Gingerbread House Extravaganza
- i. 100 gingerbread house kits have been purchased for this year's extravaganza. The fee this year is \$20 per house.
 - iii. Help is needed for the following:
 1. Setup at 3:00.
 2. Greet and take money.
 3. Soup (12 pots of regular) plus a couple vegetarian and gluten-free
 4. Bread
 5. Cookies
 6. Cleanup

2023 Goals:

- Cooking Classes
- Art Classes and Art Show (Setup October 20; Show October 22–29)
- Dinner Theater (November 3 & 4)
- Hanging of the Greens (December 2)
- Gingerbread House Extravaganza (December 3)
- Major Choral Work (December 10)
- Children's Pageant (December 17)
- De-hanging of the Greens
- Advocate for MFA in relation to the Facilities Master Plan

2023 Accomplishments:

- De-Hanging of the Greens (January)
- Damp Chaser Humidity System installed on Sanctuary piano
- Curry Cooking Classes (February 27)
- Dinner Theatre (March 3–4, 2023)
- Pasta Cooking Classes (April 10)
- Major Work (May 7)
- Children's Musical (May 14)
- Pride Party (June 11)
- Justice Banner Art Class (June 19)
- Independence Celebration (July 2)
- MAP Document
- Jazz Sunday (August 20)

- Mission Fair (August 27)
- Writing Your Salvation Class (August 20 and 27)
- Architectural Photography Class (August 27)
- Basic Woodworking: Birdhouses (September 2 and 9)
- Multi-Station Miniatures Class (September 9)
- Family Tie-Dye Class (September 23)
- Needle-Felted Mini-Mushrooms Class (October 1)
- Fused Glass Ornaments Class (October 1)

Adjourned: The meeting adjourned at 8:00.

Next Meeting: November 14, 2023, 7:00

Stewardship Board Minutes: October 2023

October 11, 2023 5:00 PM

Members Present: Mark Reedy, Linda Gutierrez, Larissa Long, Emilie Burdett, Dudley Alexander, and Debra Schmidt

Members Absent: Timothy Metz, Sarah Cauthon, and Andy Booth

Staff Present: Valerie Miller-Coleman (Senior Pastor)

Others Present: Doni Mooberry-Slough (Treasurer) and Rich Bireta (Deputy Treasurer)

Debbie Schmidt, Chair, called the meeting to order. The minutes of the September 13, 2023 meeting were reviewed and approved by acclamation.

Financial Report: Rich Bireta reported that as of September 30, 2023, we were 75% of the way through the year, have received 78% of the budgeted income and have spent 74% of budgeted expenses. The CD at Capital Federal will be maturing on November 18, 2023. Doni will review the interest rates the first part of November to make a decision on reinvestment of

the funds with the goal of maintaining a balance below the insured amount of \$250,000 at any one financial institution.

Council Report: Larissa reported that the Council reviewed reports from the boards and discussed policies in preparation for approval of the policies by Council.

Facilities Report: Valerie reported that three bids have been received for painting the North main entrance and hallway. The Mayflower room will not be painted until the carpet is selected. The work on selecting the hearing assistance device is still in process.

Personnel: No report

Endowment: No report.

Memorial Gifts: No report

Annual Appeal: Larissa reported that the budget brunch for the annual appeal is scheduled for this coming Sunday. The marketing materials for the appeal have been approved and the Commitment Cards will be available to be picked up on Sunday. Those Commitment Cards not picked up will be mailed out next week.. There will be an update each Wednesday on the progress of the appeal.

Staff: Valerie reported that a new Director of Operations has been hired and will be working 32 hours per week.

Other Reports:

Virtual Auction Update Debbie reported that the Virtual Auction raised \$8,335, the raffle baskets brought in \$458, and the fun night activities raised \$218 for a total of \$9,011. There are still a few credit card fees to be paid.

Old Business

Solar Panel Progress/Updates Debbie reported that the City will not approve the solar panels on the south church, but City staff suggested we seek approval for the solar panels from the Historical Resources Committee. An application for approval will be prepared, with help from Cromwell Environmental, for the December meeting of the Historical Resources Committee.

New Business:

Annual Appeal Draft Budget Debbie passed out a draft of the 2024 Proposed Mission Spending Plan. Rich explained that this draft has been prepared based on the budgets requested by each Board. The Proposed Spending Plan was discussed by the Board and will

be reviewed again in November for adjustments to be made based on how pledges are coming in at that time.

Next Steps from Generis Listening Sessions. The report on the listening sessions was received today and is in the process of being reviewed. It appears that the participants in the sessions included more long term Plymouth members rather than many new members. The results indicated that it would be feasible to conduct a 2-3 million dollar capital campaign but more detailed information will need to be provided to the congregation before a campaign is started. Debbie provided the Board members with copies of the Contract for Consulting Engagement with Generis for review and discussion at our next meeting.

Long Range Facilities Planning. Debbie noted that the new signage costs are part of the remaining 2023 budget.

The facilities committee needs to meet, but items to be discussed for 2024 include the following, but is not a comprehensive list.

- 1) Repair of the HVAC unit in South church
- 2) Work on the Rose Window
- 3) Replacement of the refrigerator in the kitchen
- 4) Replacement of doors in the chapel
- 5) Hearing assists
- 6) Carpet and painting in North church, the Narthex and the Mayflower room
- 7) Repair of ramp to north doors

The meeting adjourned with the Lord's Prayer.

Next Meeting: November 8, 2023 at 5:00 PM at the church.