

**United Church of Chapel Hill
Church Council Meeting, October 27, 2020
Meeting Minutes**

X	Gaylen Brubaker, Moderator	X	Susan Renwick, MES
X	Melanie Joiner, Assistant Moderator		
X	Doug Bruce, Treasurer	X	Anne Stoddard, Trustees
X	Karen Demby, Clerk		
		X	Megan Hughes, Youth & Young Adults
X	Cameron Barr, Senior Pastor		
		X	Angel Collie, At Large
X	Linda Sellars, Adult Education	X	Helen Hoenig, At Large
		X	Jeremy O'Connor, At Large
X	Linden Thayer, Children's	X	Robin Smith, At Large
X	Peter Schay, Deacons		Others Attending
		X	Ian McPherson, Associate Pastor
X	Lee Sorensen, Fellowship	X	Mary Elizabeth Hanchey, Associate Pastor
X	Ingrid Schmidt, BJOS		

CALL TO ORDER

Gaylen Brubaker, Moderator

OPENING PRAYER

Rev. Cameron Barr, Senior Pastor

CHECK-IN

Karen Demby asked about changes people have made because of COVID that were better than expected or that they would continue doing indefinitely. Attendees reported online pursuits that included streaming movies and group exercises directed during Zoom. Also mentioned was baking, eating, reading, bicycling and an expression of joy at the opportunity for outdoor ministry.

APPROVAL OF MINUTES

Karen Demby, Clerk, presented minutes from the September 29th and October 8th Council meetings.

Anne Stoddard moved to approve minutes from the September 29th Council meeting with the change to the notation that the alternative budget 'shows a 20% reduction in the total expenses' vs 'shows a 15% reduction in the total expenses.' The motion was seconded by Meghan Hughes and approved by unanimous vote.

Peter Schay moved to approve minutes from the October 8th special Council meeting with a change to the correct date in the header. The motion was seconded by Susan Renwick and approved by unanimous vote.

2020 FINANCIAL UPDATE/BUDGET

Doug Bruce, Treasurer, presented this month's budget highlights.

Dashboard. Year to date surplus: \$25K; Half of the contribution to the Capital Expense Reserve was recorded this month (\$6K).

Revenues. Pledged offerings YTD are ahead of budget by \$37,000 and ahead of last year by \$36,000. YTD Unpledged offerings are \$21,000 under budget. We received \$4k this month but still anticipate year-end

significantly below total budget for year of \$89,000. Other income is almost \$9k below budget and anticipate this shortage to increase by year-end. Total budget for unpledged offerings for the year is \$35,000.

Expenses. Year to date expenses are \$86,000 below budget. Some of the budget items that we were waiting to spend have been recorded in September: Paid for external CPA report - \$7,000; Recorded half of maintenance reserve for year - \$6,000. Comparison to Budget YTD: Revenues are slightly over budgeted amounts. Holding for now but remainder of year could be a challenge to hold pattern. Seasonality is built into budgeted revenues. Expenses are under budget by almost \$80,000. Net result is that our budgeted deficit of \$71k is actually a surplus of \$25k, a variance of \$96,000.

Balance Sheet. Still prepaid pledged of \$58k to be recorded as income in next 3 months.

Summary. Still predict a surplus by year end due to no in-person worship. Will need to watch some key indicators over next several months: results of pledge drive; completion of 2020 pledges; expected Full forgiveness of PPP loan; non-pledged contributions for remainder of year.

Anne Stoddard, Chair of the Board of Trustees, summarized the results of the presentation of the draft budget (Scenario #1) and alternative budget to attendees of the Wednesday's Together meeting on October 14. The Board is recommending Scenario #1 vs the alternative budget (20% cut). Considerations:

- The Trustees did not want to move forward into 2021 with a large deficit
- Council's concerns for increasing the reserves
- There were no clear places from which to pull funds to develop a new website
- Since the budget does have a deficit, bridge funds may be used to cover the gap.
- The budget does reflect our values.

There was some discussion about which monies might be used as bridge funds. The forgiven funds from the PPP was proposed as an option and it was suggested that they not be completely expended in 2021 but saved to cover deficits in 2022. If needed, budget cuts might be utilized. Also suggested was to include the surplus for 2020 as part of bridge funds, however, it has been a tradition to add surplus funds to the general fund, rather than using them to fund a subsequent year's budget. The following motion was made, which leaves the specifics of what combination of bridge funding, budget cuts, and careful spending will lead to a 2021 balanced budget.

Helen Hoenig moved that the Trustees present a budget with a revenue of \$1,015,000 and expenses of \$1,028,307. The motion was seconded by Anne Stoddard and approved by unanimous vote.

The website is a high priority item with interest from church staff, Council members and probably others. Funds will be taken from other sources to fund the restructuring/revision of the website. Cameron has asked for volunteers who wish to help with that process to contact him or Kati.

STAFFING AND PROGRAMMING UPDATE

Pastor Barr shared that there was a pastor's retreat with Rebecca Bennett to help them talk through how to work together as a team, especially as how to manage the return to normal operations and the ministry of La Mesa.

UCCH and COUNCIL GOALS for 2021

Galen Brubaker asked for input on Council about the Draft UCCH Ministry Goals for the 2020-2021 Program Year. These are related to activities that are to be led by church staff and supported by Boards. There were a few comments that suggested that they were ready to be presented to the congregation.

Jeremy O'Connor moved that we share the goals with the congregation during the next meeting. The motion was seconded by Karen Demby and was approved by unanimous vote.

BOARD OR COMMITTEE UPDATES

Melanie Joiner, Assistant Moderator, reported that the Personnel Committee met to discuss possible revisions in the policies to be in keeping with changes in the proposed by-laws.

Ingrid Schmidt, Chair of BJOS, reminded Council of the proposal by Kitty Dalton of having a Food Security Committee. Its current home is BJOS, however, there may be another board which would be a better 'fit.' Council members are left with that as something to consider.

UPCOMING SCHEDULE

- Congregational Meeting: Monday, November 2
- Next Council meeting, Tuesday, November 24

CLOSING PRAYER

Rev Ian McPherson, Associate Pastor

ADJOURNMENT: Gaylen Brubaker

Respectfully submitted, Karen Demby, Clerk