

May 2020 Board News

Elders - The Board of Elders met in regular session using the Zoom video conferencing app on May 19, 2020 and took the following actions:

- Heard reports on the work of three teams are working on “reopening” strategies for our church: The LEGO Team, 10/50 Team, and the 100+ Team. Pastor Howard shared the resources on the RCA website: www.faithward.org/coronavirus-church-resources.
- Decided to move the next Communion service planned for June 7 from the recorded service on Sunday morning to a live Zoom meeting on that Sunday evening.
- Reviewed a rough draft of a congregational survey on the current participation of members and adherents in our small groups and the willingness of people to return to meetings at our church.
- Reviewed a list of adherents who have been attending our church but are not yet members. Pastor Howard will be contact them and the elders will consider the best ways to keep in touch.
- Submitted the monthly list of member contacts to the pastors and lifted up some special needs for prayer.
- Discussed ways to welcome new members in worship and respond to requests for baptism.
- **Set the date for the next regular meeting on Tuesday, August 18, 2020, at 7:00 p.m. The elders may have a special meeting in June to receive new members.**

Admin - At their May 12, 2020 meeting, the Administrative Board took the following actions:

- The Treasurer presented the Financial report Year to Date. Ross reported that \$15,000.00 from pledges was paid towards the loan and that second quarter assessments were being paid that week. The loan amount is now at \$455,000.00
- Deb reported that we were approved for funds from the CARES Act Payroll Protection Program. The funds were deposited into our General Fund Checking account at the beginning of May. She reported that she will be attending webinars regarding the Forgiveness of the loan and is working closely with the accountants and deacons on the Forgiveness aspect of the loan.
- Deb reported that she is still working on reviewing our current insurance policies for our property and worker’s compensation. She is also getting information about vehicle insurance for the youth group. Deb will also check about liability in re-opening church building.
- Pastor Austin reported that Pastor Howard will be preaching on May 17 and June 28.
- Pastor Austin reported a plan for step up gathering in different phases. This is working from an assumption that social gatherings will open up in the same way they were shut down. *LEGO team* is discussing how to move people within the building as well as in and out of the building. *1050 team* is working with the phases of when 10 and 50 people are allowed to gather. They are working on creating new small groups. *100+ team* will work to begin multiple services when the time come. They are currently discussing the integrity of our online Sunday service.
- Dave Benison reported that he would schedule a time with Pastor Austin for his formal review. The finalized review will be released to consistory afterwards.
- **Next Admin. Board Meeting is Tuesday, June 9, 2020 at 6:00 p.m. by Zoom**

Deacons - At their May 20, 2020 meeting, the Deacon Board took the following actions:

- Approval of April Meeting Minutes via Email.
- Motion to approve April meeting minutes, approved. passes.
- Treasurer Report
- 2nd Quarter assessments have been paid
- We have paid more off our new building loan
- Looking at new insurance quotes that can save us some extra money this year
- Reviewed the status of the Church funds
- Youth Treasurer’s report
- Reviewed the status of the youth checking accounts – little money is being spent because the youth groups cannot do many activities right now.
- Property Report
- Office HVAC units – Still waiting, contractor is laid off currently
- Property team committee meeting – hard to do right now, start looking at some of the tasks that can be done while no one is at church.
- Spring Clean Up
- Grasses have been cut and cleared out of around the landscaping.
- Reach out to Priest and get a quote on a cost to put down mulch, if it is not in the contract.

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- Admin Report – Discussed
- New Business
- PPP Loan – we have received the money for this loan, of which 75% Needs to cover payroll and insurances, the remaining 25% covers the utilities.
- A motion to spend the 75% needed for payroll to pay hourly employees, motion supported and passes. 7 in favor, 0 opposed. Motion passes
- Future Meeting – Stick with Zoom for now? Or look at meeting in person and see if it's a possibility about a week before our next meeting.
- Kaitlyn requests – This summer for Kid's ministry they would like to do a one-time drop box for families. It's a box with all the items they will need for the summer. It would be the main activity of the summer.
- A motion to approve the \$500 to Kaitlyn for the Kids summer ministry program. Moved and supported. All in Favor 7 Opposed 0 Motion Passes.
- Old Business-Nate
- Picnic tables –on hold
- Tech Team Proposal –no new updates
- Open Discussion/Review Collection Schedule - Tim
- **Next Meeting: June 17 - Maybe by Zoom, or Maybe Opened up.**

Consistory - At their May 26, 2020 meeting, the Consistory took the following actions:

- Pastor Austin with the Mission and Values Team presented the three core Values they came up with and the new mission statement. **A motion was made to approve the Values and Mission Statement as presented.** The motion was seconded and approved by the consistory.
- The Treasurer presented the year to date financials. Ross reported that first quarter missions were paid and that first and second quarter assessments were paid. Finally, Ross summarized the first quarter report that was emailed to the consistory in April. Our accountant had noted that we had spent \$3,577.97 less than we had taken in and that we had paid down the loan by \$45,000.00 in the first quarter.
- Deb reported that the loan is now at \$455,000.00 with approximately \$21,000.00 still owing in pledges. The deacons have already started thinking about mortgage options.
- Deb reported that the decision was made to apply for the CARES Act- PPP loan and we were approved when the second batch of funds were available. \$51,000.00 was received and deposited into our General Fund checking account. She is now working closely with the accountants and the deacons to meet the stipulations for the Forgiveness of the loan.
- Pastor Howard reported that the RCA Vision 2020 Team has delayed and postponed their report until October of 2020. It could also be later depending on the General Synod and their actions.
- Pastor Austin reported that Alycia Zwiers is stepping down from her position and in the interim Kaitlyn Peterson will take up her responsibilities. Alycia's official last day is Sunday, May 31.
- Pastor Austin reported that all Mid-year reviews have been completed. The consistory was emailed the mid-year staff reports for the goals that were set at the beginning of 2020.
- Pastor Austin reported that three teams have been meeting to prepare for the re-opening on the church building. There are still many discussions to be had and many decisions to be made. Information and updates will be put on the church website to keep members informed.
- **Next Consistory meeting to be held Tuesday, September 22, 2020 at 7:00 pm Location to be determined.**
- The meeting was adjourned, and Pastor Howard closed with prayer