

Governing Board Meeting Minutes
Tuesday, January 15, 2019 – 7:00 pm – FCC Family Room

2019: FCC's Year of Caring, Community, and Congregational Engagement

Members Present: Stephanie Byrd, Sharon Dobben, Dana Dolan, Theresa Gibbons, Linda Gilley, Esther Jenkins, Christian Kneeland, Vanessa Richardson, Chris Riedel, Jennifer Wojcikowski

Staff: Betsy Hanzelin, Jenny Sykes

Members Excused: Rosanne Goodrich-Schutz, Rick Hanzelin, Betty Jo Norby, Phyllis Royster, Tim Sullivan

OPENING PRAYER (Theresa Gibbons)

JOYS & CONCERNS

Were shared

DEVOTION (Betsy Hanzelin)

Poem “Wondrously Made”

APPROVAL OF MINUTES from December 11, 2018

Approved with one correction in OLD/NEW BUSINESS

Motion to endorse Fred Lyon’s sabbatical; motion carried

Motion to endorse Betsy’s sabbatical; motion carried

TREASURER’S REPORT (Chris Riedel)

Chris presented the December 2018 budget numbers, as well as an analysis of the full FY18 year end results. FY19 Budget was reviewed later in the meeting.

The Governing Board members and staff reviewed overages in expenditures in the December 2018 budget numbers, particularly for the Community House. Practices and policies are being put into place to make sure the utilities are being used mindfully. Plate offerings were significantly over what was budgeted in December due to two significant and unexpected donations.

Board and staff discussed the FY18 year overview. Chris explained that they have worked on plans in the FY19 budget to address those areas where income fell short. Question was raised about having a “Pad the Plate” push again, like last year. Discussion ensued about the advantages and disadvantages of having special offerings as well.

STAFF REPORT (Betsy Hanzelin and Jenny Sykes)

- Jenny provided an update about flooding upstairs due to water left running. Although messy, it was not a larger plumbing issue or anything serious.

- Advent recap/January in the life of the church

- Help with Christmas decorations went well, thanks to the help of lots of volunteers and church members putting them up and taking them down.
- Warmer than usual temperatures enabled us to save anticipated expenditures on snow removal.
- Betsy reported that all the worship services went well throughout January and expressed gratitude for those willing to step in and lead worship in Fred's absence.
 - Membership report for FY18 was reviewed. Current membership sits at 541 members. Not many inquirers right now. Last time we had 14 people who expressed interest, but only 1 family showed up for the class.
 - Board and staff discussed sending invitations to individuals who have come a few times, or participate in some other level (like choir).

Dana thanked the staff for keeping things moving while Fred is on sabbatical.

STEWARDSHIP (Janet Bolton, standing in for Rick Hanzelin)

Stewardship Committee members are looking at the list of those who pledged last year but not yet this year, only about 13-15 names, which is good news. Letters were sent out and calls were made. Committee members are anticipating that these pledges will come in as the year progresses.

Committee members are discussing what the church can do to continue to keep stewardship in front and top of mind. They are exploring ways to communicate to supporters - "look at all your support is doing".

Committee members are considering a survey to find out why supporters chose to give more or less this year and what makes them give in the first place, in order to better understand the future of giving. For many churches and nonprofits, giving patterns are changing, and FCC needs to anticipate how we will have to adjust so we can continue to grow.

Overall, we are up by about \$10,000 from this past year, and currently have 165 pledging units. Last year, by the end of the year, we had 174. Having 165 this early into the year is a good indicator of ending up in a stronger place than last year.

NEW BUSINESS

1) 2019: FCC's Year of Caring, Community, and Congregational Engagement (Dana)

Dana presented this as a draft of focus areas for this upcoming year.

- **Caring:** Develop a longer-term plan and approach for pastoral care
 - In the short term, finding a replacement for Laurel Hamilton is first priority. A job description will be sent to the Governing Board members for recommendations for possible candidates.
 - In the long term, planning about how we can do more and better for pastoral care.
- **Spread the word:** Invite a friend or neighbor to church Sunday(s)
 - Dana asked - can we formalize something around "invite a friend to church," possibly one Sunday a month? That would include having hosts, some extra cookies, etc. Governing Board agreed that nothing is stronger than a personal invitation.
 - Other possible ideas included
 - Inviting friends to other things, like the classes, or have a special music Sunday
 - Encouraging members to sit in different places, to interact with someone they don't yet know

- Continuing to increase engagement through the number and kind of posts on Facebook
 - Doing a special service project after worship
- Dana will work with Vanessa Richardson to explore possible opportunities and get Lay Ministries involved.

- **Community and Congregational Engagement:**

- **Promote master, rolling list of volunteer opportunities for congregation**
For example, in Faith Family Matters, having a section that always had rolling opportunities – Blizzard Blast, Adult Education, Host a night showing of a video at home, drivers for Youth retreat, etc.
 - Sharon Dobben agreed to work with Dana on further developing these ideas
- **Test two *new* fellowship small groups led by FCC members**
Explored the possibility of creating small groups, similar to the PEGs model (Parent Education Groups help years ago). Several Governing Board members remarked that they met many other parents, got engaged in the community and the church, and felt supported through PEGs while raising their children. Betsy expressed similar concerns, adding that the social structure right now is not working effectively and that most folks attending what events there are, are outside of the church and not members.

The question was raised - If you're not someone who can make it to church every Sunday, what's keeping you connected to FCC? Dana expressed concerns about people not finding alternative paths for connection.

- Chris Riedel and Dana are going to do a “parents of teens” hang out night at their house
- A question was raised about keeping the Community House Fest, but discussion was tabled until the next meeting

2) **Nominating Committee Report** – (Theresa Gibbons)

Theresa reported that the Committee is working to fill positions on two different committees, including Worship and Arts, and will be reaching out to all the chairs to inventory who is rotating off and what vacancies they have. Candidates to fill vacancies will be voted on at the Congregational meeting in January.

Betsy is working on a sheet about what all the boards do, and then a sign-up sheet to nominate yourself or someone you know.

3) **Board of Outreach Ministries Report** (Esther Jenkins)

Esther discussed FY18 grant outreach, and provided a list for the Governing Board to review for FY19. The Board of Outreach Ministries had less money to work with this past year, so they asked

grant recipients for a progress report, and also went to visit each of the agencies to inquire about their volunteer needs and see what our funding would help them accomplish.

- Motion was made to approve the proposed list of organizations to receive grants in FY19; motion carried.

4) Finance Committee Report

FY19 FCC Operating Budget (Chris Riedel)

Chris provided the Governing Board members with the proposed FY19 budget. Currently we are showing a deficit of just over \$16,000 at the start of the year. Chris and the Governing Board members discussed options for covering this deficit, one of which included using left over funds that were allocated by the Foundation in FY18.

The Finance Committee is working to set up a designated fund to protect any funds left over, so those can roll over into the next year to protect us from starting the year with a deficit. The goal would be to have left over funds resulting from prudent spending and unexpected giving apply toward the budgeting for the next year

Discussion included plans to transition Leslie Maxi from an Interim Director to the full Director of Children's Ministries. That decision will go back to the Personnel Committee.

- A motion was made to approve the budget as written; motion carried.

5) FCC Foundation Annual Meeting Report (Lois Glasgow)

Lois shared the draft of the Foundation's Annual Report for the period ending 12/31/18, and provided a summary of investment asset value, income and expenses for the year.

ANNOUNCEMENTS

- Pastor Fred on Sabbatical – December 27 – January 26
- Children's Blizzard Blast at Community House – January 25 – 6:30 pm
- January Congregation Meeting – Sunday, January 27th – 11:00 am (*GB attendance is required*)
- Betsy Hanzelin Sabbatical – February 10 – March 24
- Next GB Meeting – Tuesday, February 26 – 7:00 pm

CLOSING PRAYER (Stephanie Byrd)

ADJOURN

Meeting was ended at 8:42pm.

Governing Board Meeting Agenda
Tuesday, February 26, 2019 – 7:00 pm – FCC Family Room

2019: FCC's Year of Caring, Community, and Congregational Engagement

OPENING PRAYER (Rosanne)

JOYS & CONCERNS

DEVOTION (Fred)

APPROVAL OF MINUTES from January 15, 2019

TREASURER'S REPORT (Jenny on behalf of Chris)

PASTOR'S REPORT (Fred)

OLD/NEW BUSINESS

- Congregation & Community Engagement:
 - *God, Improv, and The Art of Living* Workshop: GB Sign-up – Saturday, March 2 (Fred/Dana)
 - Bring a Friend to Church Sundays – March 10, April 14, May 12 (Dana)
- Outreach Grants (Esther)
 - Action Item 1: Approve \$3,700 grant to FCC Youth Ministries to help pay for June 8-15 work trip to Virginia.
 - Action Item 2: Approve \$1,000 grant for April 13th *South Suburban Diversity Dinner & Discussions* at Rich South High School.
- March 31 Governing Board PADs Dinner - Sign-up (Theresa)

ANNOUNCEMENTS

- Ash Wednesday, Worship Service – March 6 – 7:30 pm
- Bring a Friend to Church Sunday – March 10 – 9:45 am
- Next GB Meeting – Tuesday, March 19 – 7:00 pm
- Betsy Hanzelin Sabbatical – through March 24
- Governing Board PADS Dinner – March 31

CLOSING PRAYER

ADJOURN

Report of the Board of Christian Education

To the Governing Board

February 26, 2019

CHILDREN'S MINISTRIES:

February Highlights:

- Had an awesome WooHOO Wednesday with about 20 kids making and decorating Valentines cookies
- Bible class started Feb 3rd and has been going great! Jess and Nils are doing an awesome job and the kids are loving it. I re-wrote the class this year (with Betsy's help) to make it a bit more current and engaging.
- Parent day was a huge success! The kids served their parents breakfast and then they all decorated cookies for Valentine's Day. We were just finishing up The Good Samaritan, so this was a good way to show kindness to others.
- The 5th/6th graders prepared and served food to the PADS guests on Sunday and very much enjoyed themselves.

March plans:

- Kids will be learning songs for the Spring Sing parent visitation day in April
- We will start collecting eggs and candy for Easter as well as put a plan together for a special Easter morning.
- WooHOO Wednesday is March 6th. We will be making leprechaun traps to prepare for St. Patrick's Day
- Youth groups are teaching the little ones for 3 weeks (starting this weekend). This will be fun for everyone involved.

WEEKDAY PRESCHOOL:

- Classes: Most classes are full although there are a couple of openings for specific age groups and schedules. A two-year old added in late February, filling a spot created when another family moved. Second semester Parent/Toddler began January 24 with one class meeting in Fellowship Hall on Thursday mornings, 9:15 – 10:15.
- Staffing: The staff meeting February 11 included a presentation by Dr. Anjali Sane on "Inclusion: Supporting Social Emotional Skills in the Classroom and at Home". The two-hour training will also go towards the required in-service hours for staff.
- Licensing: This will be a relicensing year for the preschool. (The license is effective for three years and needs to be renewed every three years.) Marji contacted Gail Williams, our licensing rep. and submitted necessary paperwork and is waiting to schedule one to two days with Ms. Williams to visit the preschool to inspect the facilities and files and complete the relicensing. Radon and lead testing were completed in October by Accurate Environmental Solutions, Inc. at a cost of \$775 and we have received the necessary certificates for posting.

- Enrichments: Winter/spring enrichments began the week of January 21. These include Tumble Bears (full), Weekday Health Club (a few openings) and Weekday Scientists (full).
- Professional Organizations: Marji took over as President of South Suburban Chapter of IL AEYC in January for a two-year term. We have several events we are sponsoring this spring including: A Directors' Network meeting to be held March 12 entitled "Strategies to Improve Program Leadership; a Professional Development training for teachers, "Mud, Pudding & Crud, Science in Action" on March 26 and a children's Magic show program in April. NINPA (Northern Illinois Nature Preschool Association) sponsored a professional development seminar in December. Plans are underway for the Midwest Symposium we are hosting in June at Morton Arboretum.
- Fundraising: The next dine out schedules January 30 at Buona Beef in Flossmoor was postponed a week due to the "polar vortex". Figures are not yet available. The next dine-out will be April 10 at Portillo's in Homewood. Thank You for your support.
- Recycling: The preschool has been collecting caps for a recycling project coordinated by the WPPA. The goal is 200 pounds of caps that will be made into a bench for the playground. To date we have 133 pounds of caps cleaned and sorted! We hope to reach our goal of 200 caps at the Family Fun Event on Saturday, February 23. Please clean all caps as the children will be sorting. The preschool collected pop tabs for Ronald McDonald House and took 28 pounds of tabs to Brooke King-LaBreck just before Martin Luther King Day.
- Social: The WPPA is sponsoring a "Family Fun Event" on Saturday, February 23 in the Promised Land classrooms upstairs from the Preschool. Events include: Nature's Creatures Animals, Kids Yoga, Songs with Folk artist Anna Stange and canvas prints with Bottle and Bodega. We will also be sorting more caps for our bench project!
- Registration: Registration for 2019 – 2020 school year will begin in March. Registration materials will be distributed to 1) Church members, 2) Preschool families and 3) Open enrollment.

YOUTH:

What we've been up to:

- Tribes participated in the Souper Bowl of Caring on Feb 3 & 10th where we raised over \$650 for Respond Now.
- Tribes also worked on homemade Valentine's Day cards for homebound and sick members of our congregation. We were able to send out 18 packages of these!
- Quest had their annual Sex Retreat Feb. 1-3rd here at FCC. There was some minor damage to the church property (i.e. broken tv, bookcase, and a couple of small items) but it's being handled by our leadership team and appropriate steps are being taken. Despite the damage, the retreat was a great success in terms of conversation and fellowship for the youth.

What we have coming up:

- Sunday Night Group on Feb 24th where youth will be serving PADS and covering the first shift.
- Quest is also starting a 3-week teaching rotation for Children's Ministries on Feb 24th through March 10th

- Tribes is going out to breakfast at Kingsberry Waffle House March 10th
- Big Room is March 17th
- Our Work Trip team will also be fundraising throughout March to help cover the cost of our rental vans and other supplies we need for our trip in June.

ADULT EDUCATION:

- Adult Education's focus for February has been the four-week discussion and study of Microaggressions using our One-Book-One-Church text, *Citizen* by Claudia Rankine. We also used ideas from, Ijeoma Oluo's *So you want to talk about race*. This Sunday, we'll talk about what we can do as Christians to be aware of Microaggressions and to effect change.
- We're gearing up for author Mary Ann McKibben Dana's March 1 to 3 appearances, workshop, preaching, and Adult Ed programs.
- Jessica Groen and Trina Hayes will lead a Bible Study using Rachel Held Evans's *Inspired*. It will begin on March 17 and go through May 5.

Submitted by Linda Gilley, chair

Report of the Diaconate Board

To the Governing Board

February 26, 2019

Highlights

- Accomplished in the past month: completed and submitted Volunteer Needs Assessment to Governing Board
- Along with Steven Ministers and others, provided support for multiple Memorial Services in the last three-four months
- Provided visitation support during Pastor Fred's' Sabbatical
- Discussed at the most recent meeting: Distribution of Prayer Shawls which were initially designed for FCC members. Other ideas are being investigated and include local nursing homes. Contact has been made with three (3) area homes in order to determine interest
- Diaconate Board will return to its prior monthly meeting schedule effective February 24, 2019.

Hopes

- From the most recent meeting: expansion of the phone ministry to include developing a protocol, master list, and including not only those who are ill, but also those who may be in need to social interaction and encouragement
- From earlier meetings that are still to be accomplished: Expansion of Visitation Ministry opportunities are being discussed in light to changes in pastoral support. Diaconate will participate in discussions and planning as lead/ directed by Pastor Fred, Dana Dolan, Governing Board Chairperson, FCC Staff and Steven Ministers.

Submitted by Phyliss Royster, chair

Report of the Board of Outreach Ministry

To the Governing Board

February 26, 2019

Highlights

- The February BOM meeting was cancelled due to the weather, but some business was conducted via email:
 - BOM voted to give Youth Ministries \$3700 towards their June work trip to Virginia.
 - BOM voted to give Diversity Dinners \$1,000. The money will be divided between direct support of the dinner and buying tickets for church members to attend the dinner. Tickets will be free to church members. In addition to supporting the dinner, the free tickets are intended to increase the event's diversity. We will also publicize the event in the Narthex.

Action Items

- Outreach seeks GB approval of a \$3700 grant to Youth Ministries to help pay for their summer work trip to Virginia.
- Outreach seeks GB approval of \$1,000 for the upcoming South Suburban Diversity Dinner.

Submitted by Esther Jenkins, chair

Report of the Board of Lay Ministries

To the Governing Board

February 26, 2019

Highlights

- We finalized our door tag project. We agreed on what they will look like and what wording will be used. This is going to tie in with Bring a friend to church day when it kicks off in March.
- We are planning another Coffee and Conversation for March 17 for newer members 3 or less years.

Hopes

- With the door tags we are hoping this is a friendly jester to invite people to our church.
- We are hoping to attract more people so we can get some candidates for our new member meeting scheduled in April.

Submitted by Vanessa Richardson, chair

Report of the Nominating Committee

To the Governing Board

February 26, 2019

Highlights

- The Committee worked to fill two open positions on the Long-Range Vision Board, one position in Worship and Arts and one in Properties.

- Created a congregational survey that was in the Feb. 3 bulletin that detailed the boards/committees and asking for suggestions to fill the slate for next year.
- Contacting Chairs to verify their current board numbers and who is rolling off this year

Hopes

- To have an accurate assessment of how many people we need to fill the boards
- To meet on March 10th to begin the process of filling the slate for next year

Submitted by Theresa Gibbons, Chair

Report of the Focus Elder/Women Helping Women

To the Governing Board

February 26, 2019

Highlights

Next Seminar will be: Taxes & Tea - The New Tax Laws That Will Affect You

Sunday March 24th - 11:00 am - Bell Chapel, Hosted by Gena Jones, CPA Jones Tax Group, Inc

To educate women about the new tax laws and how it may change the way deductions are made and refunds are issued.

Submitted by Rosanne Goodrich-Schutz, focus elder

Submit "No Report"

Board of Congregational Life, Betty Jo Norby