

# **Flossmoor Community Church Governing Board Meeting January 2022 Minutes Packet**

In the month of January, Governing Board held three meetings. The first to discuss Omicron surge, the second for budget approval prior to Congregational Meeting, and the third was regular meeting.

## **Special Meeting – Flossmoor Community Church – Governing Board** Conducted on January 06, 2022 via [Zoom](#)

### **I. Attendees**

#### *A. Governing Board*

Anna Carvalho, Rebecca Courington, Larry Kane, Kenny Maxie, Kris McManus, Jackie Riffice, Michael Rogers, Terese Thrall

#### *B. FCC Staff*

Jamie Ford, Betsy Hanzelin, Pastor Julie Van Til

#### *C. FCC Foundation*

FCC Foundation President, Lois Glasgow

### **II. Call to Order**

The meeting was called to order at 7:01 PM.

### **III. Opening Prayer**

The opening prayer was shared by Pastor Julie Van Til.

### **IV. Meeting Details**

The purpose of the meeting was to more firmly establish the Church's position on keeping the Sanctuary open for services in light of the recent surge (and variant) of COVID-19.

Pastor Julie stated that she has received opposing correspondence (and abundant statistics) on how to approach services in the current face of the pandemic. It was made clear that she was not seeking to shut down services in any manner.

An inquiry was made about the Staff's position on working/providing services on FCC grounds. It was put forward that the Staff are generally agreeable about continuing to work within the building and have expressed flexibility in facilitating Church services. This is to say that the Staff are ready to provide services whether these are within the Sanctuary or conducted via Zoom.

The previous inquiry prompted a question about the Preschool. It was stated that the Preschool is currently open and that it would follow the direction of School District 161 in determining closures related to COVID-19.

A concern about the breakdown of the continuity of FCC services, established since the beginning of the pandemic, was expressed among those present. The consensus was that our present continuity would be interrupted by closing the doors in favor of Zoom one week, then opening/closing the doors in subsequent weeks.

Ultimately, it was determined that the Sanctuary would remain open for services. Services will also continue to be streamed through the current medium in lieu of Zoom.

The following changes will be implemented to ensure a safer environment:

- A) Attendees will be required to wear KF94 masks (or their equivalents). (Masks will be provided, free of charge, to those who lack the proper type).
- B) No food or drink will be permitted in the Church during services
- C) The windows of the FCC Sanctuary will be opened slightly during services for additional ventilation.

These changes/requirements will be communicated to Church participants.

#### **V. Closing Prayer**

The closing prayer was shared by Anna Carvalho.

#### **VI. Adjournment**

The meeting adjourned at 7:41 PM.

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**Flossmoor Community Church  
Governing Board Budget Meeting Minutes  
01/11/2022**

#### **Attendees**

*Governing Board:* Anna Carvalho, Rebecca Courington, Larry Kane, Kenny Maxie, Kris McManus, Bob Norby, Jackie Riffice, Mike Rodgers, Terese Thrall, Donica Van Voorhees

*Staff:* Jamie Ford, Pastor Julie Van Til

*Foundation:* FCC Foundation President – Lois Glasgow

#### **Call to Order**

The meeting was called to order at 7:30 PM

#### **Opening Prayer**

The opening prayer was shared by Terese Thrall.

#### **Opening Remarks**

Bob mentioned that his current budget is in a draft state because he expects changes over the next several days.

Anna mentioned that the meeting will require an Executive Session to discuss “a certain aspect of the budget.”

#### **Bob Norby’s Discourse on the FCC 2022 Budget**

The 2021 Budget Close (from Judy Jensen) lists \$746,399 Revenues Budgeted vs Actual Revenues (Check Bob’s email)

The Church currently has an approximate budget surplus of \$40,000 cash. This will be added to the beginning cash of 2022.

Flossmoor Community Church received more in pledges in 2021 than expected.

Our PPP (Paycheck Protection Program) loan contributed to our budget surplus.

Approximately \$10,000 of our PPP loan assisted in the paying FCC Preschool salaries.

The Church will begin 2022 with \$240,000 (cash) in savings.

In response to Anna's inquiry about FCC's annual cash requirement, Bob stated that we will not touch our cash unless it is necessary.

Regarding the proposed 2022 FCC budget, Bob noted that our expenses are consistent with where we were (financially) before the pandemic began in 2020. There are, however, some exceptions:

- A. Cleaning service will increase approximately \$15,000 this year vs last year. A result of a closed sanctuary.
- B. Salaries in worship & arts will increase by approximately \$10,000 (increased choir/music)
- C. Savings of \$6,000 in pastor's benefits.

Regarding pledging for 2022, the current total is \$508,000 with 117 pledges. We are approximately \$15,000 behind where we were at this time in 2021.

The projected deficit is approximately \$106,000. This amounts to \$17,000 increase from last year.

Bob used no reserves in projecting the budget as it is hoped that deficits will decrease this year.

Kris McManus provided update on pledging. She stated that the attrition in pledging is attributed to those who have either passed on or moved. Kris and her team are currently calling potential pledges.

Bob stated that approximately 62% of the projected pledges have increased their pledges "to the tune of an increase of \$48000." There are 11 new families pledging this year.

Bob doesn't expect that the budgeted amounts will increase. He suggested that it is possible that these amounts may decrease.

FCC's current cash could potentially cover our deficits of this year (and possibly those of 2023) if such action is necessary.

Bob's response to Anna's inquiry about the amount of FCC's usual cash reserve was "approximately \$100,000.

The consensus among the GB members is that our focus should be on increasing revenues to cover expenses rather than just cutting expenses.

It was stated that there is a definite need to increase attendees of our Church. It was acknowledged among all present that FCC maintains a consistent core of attendees in Sunday Worship.

Future *eblasts* will inform members about our deficit and will remind them about pledging.

*The FCC GB Secretary was not privy to the Executive Session conducted at this stage of the Budget Meeting.*

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**Governing Board Meeting**  
**Tuesday, January 18, 2022**  
**7:00 pm – By Zoom**

Present: Anna Carvalho, Rebecca Courington, Larry Kane, Kenny Maxie, Kris McManus, Bob Norby, Mike Rogers, Terese Thrall.

Staff Present: Rev. Julie Van Til, Jamie Ford, Betsy Hanzelin

Foundation: Lois Glasgow

Absent, but Missed: Jackie Riffice, Donica Van Voorhees

Pastor Julie opened us with prayer at 7:05 pm

Minutes from Previous meeting were approved.

**Treasurer's Report** – Bob Norby

Finished Fiscal Year 2021 “with a flurry”, ended up even better than expected. Final financials for Congregational Meeting will be available tomorrow.

**Stewardship Report** – Kris McManus

As of tonight, 125 pledges, total of \$523,927. Stewardship following up with calls. Pledge totals up from last year at this time.

**Nominating Report** – Terese Thrall

Presenting Karen Cheung to Board as new Governing Board Chair, unanimously approved.

**Pastor's Report** – Julie Van Till

Advent & Christmas – grateful we could celebrate well and in person! January & Epiphany come like a shock to the system. Looking ahead to Lent, Adult Education planning. Working with Boards and Committees on projects.

Moved to Executive Session at 7:15 pm, and returned at 7:40 pm.

**Strategic Priorities** – Julie and Anna

Identified two groups we would like to gather for mini-AI Summits in next six months, to hear where they are and assess their current strengths and what we can do moving forward:  
Families with Children, and Senior Population previously involved with service.

Establish lenses, taken from Appreciative Inquiry, to examine as we consider future initiatives.

*How might we maximize intergenerational involvement?*

*How might we radically welcome community participation?*

*How might we promote equity and broad leadership?*

**Old Business**

Anti-Racism initiative: Received a proposal and finalizing details. Hope to have initial group to go through training (20-30 hours).

Harvey project: Building has been under construction! Two volunteers who will be working on tax and ownership process in nearby buildings.

Food Equity: December collection was very successful.

Khesed Wellness: Having difficulty recruiting remote therapists amidst the “great resignation”. Organization takes great care in bringing the right people into providing services. Pushing off start until later in Spring.

Bob Norby closed the meeting with prayer at 8 pm.