

# Flossmoor Community Church

## Minutes of Governing Board

Tuesday, August 25, 2020

7:30 pm – via Zoom

**Governing Board Members in Attendance:** Susan Durkin, Vanessa Richardson, Rebecca Courington, Kris McManus, Sharon Dobben, Kim Lipe, Terese Thrall, Bob Norby, Josh Grenard, Anna Carvalho, Donica Van Voorhees, and Kenny Maxie.

**FCC Staff in Attendance:** Betsy Hanzelin, Julie Van Til, Jamie Ford, Travis Adams

Due to technical issues, Anna asked Rebecca to advance the meeting agenda. The meeting was called to order at 7:36 pm.

**Opening Prayer:** Shared by Kris McManus.

Rebecca welcomed Josh Grenard to the FCC Governing Board (GB), as Properties Chair. Josh stated his reasons for agreeing to join the GB. Josh suggested that his joining of the GB was serendipitous: Just as he was wondering how he could serve the Church, he received a call from Betsy to join the GB. GB members introduced themselves and explained their roles.

**Approval of Minutes:** Minutes of the July 28 meeting were approved with one correction from Bob Norby.

### **Treasurer's Report -- Bob Norby:**

- July pledge collections dropped to lowest of the year. According to Bob this is not “abnormal.”
- He stated that our “cash is still in good shape.”
- PPP for loan amount of forgiveness calculated. Calculations include employee wages, retirement/health contributions, and utilities. Estimated forgiveness is approximately \$105,000.00 which breaks down to \$88,000 for the Church, \$14,500 for the preschool, and \$2,500 for reimbursement to the Hendrickson Fund (for Randy Tate). These will be submitted when tax forms are ready (estimated to be after the end of the third quarter) Confirmation of forgiveness expected by the end of the year.
- Bob presented a mid-year budget forecast based on six months (i.e. through June 30 of this year). Several Church accounts were “upended this year.”
- Bob presented a forecast for the remaining months of the year. His first draft of the forecast suggests that FCC will “break even” (perhaps a “slight” negative balance). Revenues are expected to be \$50,000 under budget, but expenses are projected to be \$85,000 under budget. Bob will need feedback from Leslie, Travis, and Katie to determine how their programs will impact the budget for the remainder of the year. According to Bob, PPP has no impact on the forecasted budget. Included in the forecast is \$7,100 for the World Communion Offering and \$7,600 for the Christmas Offering. Due to pandemic timing, Easter offering was not taken this year

### **Pastor/Head of Staff Report -- Pastor, Julie Van Til:**

- Julie stated that the Church staff is currently processing the survey results. Julie is pleased with the Church's response to the survey.
- September will be the kickoff for Church events (men, women, youth, children), and Confirmations for Quest youth group.
- The FCC Program year will start in the beginning of October.
- Julie shared that this year we will be using the Narrative Lectionary (4-year cycle). This approach will follow the Church's current calendar. Julie stated that her texts are mapped out until May of 2021.

## **New Business:**

No new business was presented at the August 25, 2020 GB meeting.

## **Old Business:**

### ***Strategic Plan for 2020-2021 -- Anna Carvalho***

#### ***Discuss and approve priorities A – G***

A GB member suggested having a solid vision. The 2021 Governing Board Vision: “Making God’s love tangible & FCC more vibrant, relevant, and impactful.” Anna believes that this vision will lead to the growth of the church.

### **Congregational Priorities**

- A. *Adapt worship, care, connection, and service activity to proceed safely during pandemic. Identify technical and organizational solutions that resonate beyond pandemic needs.***
- It was suggested that some of the adaptations may have value beyond the duration of the pandemic.
  - Anna inquired about dissemination of survey results.
  - Julie stated that she has received several confidential correspondences from members.
  - Julie mentioned a “calling list” for members who may not be familiar or comfortable with technological communications.
  - Julie has received a degree of affirmation from the congregation (50%) about how worship is currently conducted.
  - Some members stated that they would be interested in “groups of 10” for in-building worship as an example.
  - There have been member inquiries about the current duties of the staff.
  - Julie expressed admiration for Brooke in keeping the Church relevant through her efforts (Website/Facebook).
  - Jamie stated that a revision of the FCC WiFi network is currently under discussion. The work may impact the security of the building.
  - Anna asked, “How is the Church staff “holding up?”
  - Julie answered Anna by stating that “staff members are attempting to be cognizant about their hours as they are contributing significant time in the effort to keep the Church running efficiently.
- B. *Elicit, understand, and respond to new learning about what our community needs from us.***
- Discussion of this priority is tabled until September.
- C. *Amplify our learning, self-assessment, and community contributions against racism. Develop a more inclusive identity, culture, and worship language.***
- Anna stated that the vote on the statement last week (i.e. the week of August 16, 2020) was overwhelmingly positive.
  - Anna solicited comments from the GB on where we are right now with FCC’s approach to racism. She asked, “For example, are we ready to put a [BLM] sign out front?”
  - Anna has received many email messages from members on the subject. The content of these messages varies from, “Why are we doing this...this is political?” to “This doesn’t go far enough.”
  - Bob inquired about a summary of feedback on the meeting on racism.
  - Julie stated that Megan is working on the results.
  - Regarding the congregation’s numbers on the vote, there were 8 NOs vs 119 YESs.
  - Vanessa asked, “As we have overwhelming “YESs, what are we waiting for?” She suggested that we should have had a plan “ready to go” in response to the results of the congregation’s feedback on the result.

***D. Undergird our Faith In Action short-term action opportunities and charity with activities that add value to and engage the community and long term support of community revitalization efforts in Harvey.***

- Anna stated that there are specific actions that FCC is taking in the community.
- There are community-facing activities led by two members. (Harvey project)
- Jessica Groen will be leading more educational classes on the topic of racism.
- Anna inquired about methods to express FCC's ideals on racism? She asked the GB, "What should we do?"
- Jamie/Josh suggested adding a statement on racism to the Church's Website and Facebook account.
- Lois stated that Flossmoor has taken steps against racism and that "we need to move forward on this."
- Teresa asked, "How can FCC be more inclusive than it currently is?"
- Anna's/Betsy response suggested the inclusion of more environmental changes: changes that are more reflective of the surrounding community.
- Teresa asked Anna to expand on those members who had a problem with the Statement.
- Anna stated that some are unaware of the pattern of racism. Some view the statement as political.
- Betsy stated that the statement should be heralded in some manner. She suggested that the results of the survey could go "out in tomorrow's (August 26, 2020) eBlast."
- Julie is also interested in the opinions of GB members. These opinions will influence her approach to external parties and their inquiries on the social matters of the day. They will allow her to be more "confident and courageous" in her responses.
- Anna stated that a measured approach [to the topic of racism] will foster genuine responses, as the extra time will allow people to make choices that stick.
- Anna suggested that confidence in the statement is bolstered by the fact that the congregation voted overwhelmingly in favor of it.

**Priorities E, F & G were not specifically discussed.**

***E. Identify opportunities to partner with other Christian congregations.***

***F. Root activities in deeper spiritual learning and practice.***

***G. Continue to refine activities to use member and staff time, talent, treasure, and property wisely.***

**Announcements:** No formal announcements were made during the Governing Board meeting.

**Spiritual Development -- Pastor Julie Van Til:**

- Anna stated that Pastor Julie has agreed to take over the spiritual development portion.
- Julie spoke about Flossmoor Community Church's Youth and their Confirmation.
- Julie stated that Confirmation is a method for those to embrace the ideals of spirituality. It bolsters the ideals of baptism, while being a choice for those who may not have had the choice to receive this sacrament.
- Julie asked the GB about their thoughts on her statements about Confirmation.
- A list of youth to be confirmed could be sent to the GB to assist in the affirmation of Confirmation.
- The GB broke out into groups of four to discuss their thoughts on confirmation.
- This action allowed the GB to develop a determination of what it may be like for youth who are to be confirmed.
- GB members can contribute small statements, in written form, to those who are to be confirmed.

**Closing Prayer:** Shared by Kim Lipe.

**Adjourn:** The meeting adjourned at 9 pm

***Making God's love tangible and FCC Vibrant, relevant, impactful***

# Governing Board Reports – September 2020

## Board of Christian Education - Rebecca Courington, Chair

### Children's Ministry – Leslie Maxie

#### Highlights:

- We have gotten feedback from CM families and have been able to put a plan together for Sunday School that is a good balance of staying connected without parents feeling obligated to too much.
- Did a book reading for the kids on how to handle the stress of what's happening right now with school and life.
- Made activity bags for all CM families including ways to keep God in the home and healthy discussions about prayer and the bible.

#### Hopes:

- Hoping the families find the items in the bags useful and enjoy participating in some family fun with God as the center of discussion and play.
- Hoping the plan that is in place reaches the families and meets their spiritual and mental needs.
- Hoping and praying that we can meet outside for Sunday school for the first few times before being forced online.

### Youth Ministry - Travis Adams

#### Highlights:

- We have a lot going on in the near future! Shortly after we celebrate our Confirmation service this weekend, we will be kicking off the new program year with some fun online events! These opportunities will not only give everyone a chance to catch up, but also allow students to become allocated with our new and improved Discord channel!
- This year, we have been combining both feedback from parents and research from other congregations. The final result is a program schedule that provides a multitude of opportunities to engage one other and Scripture both in-person and online. We will continually send you updates on content and events, but in general, the pattern for the program shall proceed as follows:
  - *Bible Study* - Sundays @ 11 am on Discord. Each week we shall cover the next story in the Narrative Lectionary. We shall post a short video in Discord on the week's story, allowing kids to watch the material before the lesson whenever convenient. We then will spend 30 min on Sunday morning discussing the questions posed in the video as well as provide a weekly challenge for students to share on Discord throughout the week
  - *Leadership meeting* - Wednesdays @ 7pm. Each Wednesday, our Student Staffers and Lay Advisors shall join up to discuss updates about group discussions for Sunday as well as receive specialized training to promote further discipleship, just like we usually do. The only difference is we shall be meeting via Discord rather than the church building. Our first Leadership Meeting will be next week! Wednesday, Sept 23!
  - *Social gatherings* - Fridays @ 4pm-6pm. To provide opportunities for students to continue building relationships and do something fun, we will have three social events per month spread out in such a way to ensure smaller groups for physical distancing. The regular flow will look like this:
    - 1st Friday of the month: Tribes (6-8th grade) meeting in the churchyard!
    - 2nd Friday of the month: Both groups shall meet online for a Discord event!
    - 3rd Friday of the month: Quest (9-10th grade) meeting in the churchyard!

### Adult Education - Jessica Groen

#### Highlights:

- The Adult Ed committee met via Zoom on August 30 to discuss results of survey question relevant to Adult Ed, and to finalize our suggestion list to prioritize the most appropriate topics and texts for 20-21

curriculum. We had a healthy list to work with based on excellent suggestions from several different people in our church and beyond.

- We have decided to have regular synchronous courses offered through zoom at 11:30 am on most Sunday mornings, and 7pm on most Wednesday evenings.
- Soft launch of Fall program: Trina has reconvened weekly Sunday morning book study discussions of *Holy Envy*, since the spring class was postponed indefinitely in March before they were able to finish the book. She is facilitating digitally with the church's Zoom account.
- Official Launch of Fall Program: Jessica is working with Betsy and Trina to prepare the following promotional copy of our fall dates and courses so they can be shared with congregation through the following communications: 1) a 7 min Fall "Kick Off" audio-visual document for October 4, which is the launch date for 20-21 Education programs at all age levels. 2) written description of the courses which will be submitted to Brooke for publication in quarterly Narthex and weekly EBlasts

Hopes:

- We are hoping for healthy levels of member participation in Sunday and Wednesday classes. We appreciate the volunteers and the staff who put time into this committee work to select, prepare and facilitate discussion of relevant curriculum which suits the growth and enrichment goals set by the congregational leadership.

### **Weekday Preschool - Dallas Collins**

Highlights:

- Oh how I miss the excitement of a new school year! When I think of past September's at WPS- the anticipation, nerves, and joy that fills our end of FCC makes me realize this year hasn't been what anyone planned. We wish we could see those little faces, the high fives & hugs and the tears from parents leaving their preschooler for the very first time. We're lucky to experience all of those moments and our teachers miss our kids and families tremendously.
- With the start of a new program year at FCC, we would like to share in the opportunity to gather safely in small groups on our playground. Beginning Tuesday October 6, our outdoor space will be open to preschoolers (2-5/K, sorry no older siblings- the equipment is made for littles) with an adult and "At your own risk". Past and present Weekday families will be sent a playground schedule and a sign-up link with the checklist to reserve your spot. We will start with 4-5 families for 45 minutes for each time slot. We're excited to offer a slice of our special playground to the community and hope this provides a bit of screen time relief for our littlest learners outside weather permitting throughout the Fall!

### **Finance Committee - Bob Norby, Chair**

- The Finance Committee met on Zoom and welcomed new member, Barbara Burleson.
- Finance liaisons are working with ministry staff to form a budget forecast for the remainder of 2020.

### **Diaconate Board - Susan Durkin, Chair**

Highlights:

- The Diaconate Board met on Thursday, September 17, 2020 via Zoom.
- Chair Sue Durkin, Stephen Ministry Leader Doug King, Pastor Julie and Pastor Tate met via Zoom on Tuesday, September 15 to discuss developing a "Web of Care" to address the needs of our congregation during this time of separation.

Hopes:

- We hope to increase our phone ministry with more volunteer "callers" to help church members feel connected and less isolated.
- Pastor Tate plans to conduct a "mentoring session/ training" session for our callers within the next few weeks.
- We also hope to increase the number of cards sent by Diaconate especially to older church members who are struggling to connect using technology.

- We continue to search for ways to safely provide transportation and meals to members in need during this on-going pandemic.

### **Board of Worship & the Arts - Donica VanVoorhees, Chair**

#### Highlights:

- Board of Worship & Arts had our second meeting since the pandemic via Zoom on Tuesday, September 8. (Thanks to several staff members who helped me figure out how to host a meeting) Pastor Julie and Katie Van Heel attended, and we had another (almost) perfect attendance meeting.
- Pastor Julie described the narrative lectionary she will be using for worship during the new church year. She asked for our ideas on upcoming special Sundays - specifically World Communion (Oct. 4) and All Saint's Day (Nov. 1). We are especially grateful that we can continue the reverent tradition of honoring and remembering the people in our community who have died the past year during the Zoom service using the handbells as accompaniment.
- Katie asked the committee to share our favorite hymns - she and Vonda will try to incorporate them into future services.

#### Hopes:

- To continue providing behind-the-scenes support to Pastor Julie and our church staff for Zoom worship.
- To continue to share creative ideas for meaningful worship.
- To begin a discussion on continuing Zoom worship in some form in the future (even after we begin meeting in the church building again), as a tool to connect the church to shut-ins and people who cannot attend services in person for any reason.

### **Stewardship Committee - Kris McManus, Chair**

- Stewardship met in September and we discussed the language, timeline, and overarching philosophy (joyful giving, share God's blessings, etc.) of this year's pledge campaign.

### **Board of Faith in Action - Betsy Hanzelin, Staff Liaison**

We have not met this month but are hoping to begin regular meetings the first Tuesday of each month in October. Business was conducted via email.

- **World Communion Offering** – Since we did not have an Easter Offering (due to shut down, Pastor Fred purse collection and other factors), FIA has selected the organizations we had vetted in the Spring for Easter to be carried forward to the World Communion Offering. Both were approved by FIA and GB in Feb/March. Organizations are Feed My Starving Children and Chicagoland Prison Outreach.
- **Food Distribution** – FIA approved a loose partnership with Homewood Community Gardens and AARI (Accomplices Against Racial Inequality), to provide assistance with weekly Drive-Up Food Distributions at the Community House. FCC has provided signage, publicity, tents and volunteers and we hope this partnership continues through the months ahead. Over 170 cars have passed through each week.

### **Board of Congregational Connections - Vanessa Richardson, Chair**

#### Highlights:

- We welcomed 2 new members to our board, Kristiana Bailey and Kimberly Mitchell!
- BCC hosted a Paint Party with Bottle and Bottega on September 12th. 14 people registered and painted. This was the first in person event which was held outside on the front lawn social distanced. The BCC wanted to get a feel on how many people would be comfortable gathering in a small setting. The paint party was a success and if and when we do another one we would hope more of our board will be around to help and organize it.

#### Hopes:

- We are talking about doing more in person events outside as weather permits. Once we can't be outside then we will talk about doing small gatherings with all social distancing guidelines and safety in mind.

**Properties Committee** - Jamie Ford, Staff liaison

Highlights:

- We are scheduled to begin tuckpointing on a portion of the building in the coming weeks.
- Downspouts at the Community House are scheduled in early October.
- Our various "master gardeners" have been busy this past summer with weeding and thinning out some of our landscaping. Trees were trimmed to lift the canopy of the Weekday Preschool playground and various shrubs and small trees were removed from the property around the Community House. Jackie Riffice has generously offered to donate her time and some new plants to landscape the Community House entrance.
- All in-person meetings, whether outside or indoors, will require participants to acknowledge our Notice of Covid 19 Procedures and complete a consent form. Board and Committee members will receive these via email from Megan or the board/committee chair. If you are coming on-site for a ministry event (Youth, Children's, etc.) you will have the option of completing this online in advance or on-site with the event leader. These documents can also be found on our website for easy access.
- New commercial refrigerator was purchased to replace the broken one. The broken refrigerator was taken by a baker to fix and use in his bakery.
- New piano dollies were installed on the grand piano in the Community House and the grand piano in Fellowship Hall.
  - Neil Kirby donated his mom's (Judy Kirby) grand piano to FCC. The piano is in Fellowship Hall.

Hopes:

- Will begin gathering estimates to replace the carpeting in the Gathering Space, Chapel and Sanctuary.
- We are planning a few dates for Fall Clean-up and gardening. We invite anyone interested to join us. Please no young children. Masks will be required. Please bring gloves and any gardening tools you have to help weed, cut back, dig up and transplant mature plants throughout the campus. If you know you plan on stopping by to help, please let Jamie know [jford@fccfaithful.org](mailto:jford@fccfaithful.org). Drop-ins also welcome! Friday, 10/2 9-1, Wednesday, 10/7 9-4, Saturday 10/10 9-1.
- We are currently working on updating our internet service and upgrading our Wi-Fi. Jamie will be working with Properties, Foundation and Worship & Arts to determine what other technology upgrades need to be done to prepare us for the future of virtual and in-person worship and gatherings.