

# Flossmoor Community Church

## Governing Board Meeting Minutes

Tuesday, June 23, 2020

7:30 pm – via Zoom

**Members Present:** Anna Carvalho, Stephanie Byrd, Rebecca Courington, Sharon Dobben, Rick Hanzelin, Christian Kneeland, Kim Lipe, Bob Norby, Chris Riedel, Phyliss Royster, Terese Thrall

**Members Excused:** Lois Glasgow

**Staff Present:** Pastor Julie, Jamie Ford, Betsy Hanzelin, Brooke King-LaBreck

### OPENING PRAYER (Phyliss)

### APPROVAL OF MINUTES from May 26, 2020 (Jen)

- Due to a computer malfunction, Jen lost all the files on her laptop, including the May 26<sup>th</sup> meeting minutes. Governing Board members were asked to fill in any blanks on the draft that was provided.

### TREASURER'S REPORT (Bob)

- Through May – 5-month total pledge collection is 95% of budget, so we are tracking with where we were last year
- A weak month in plate offerings, YTD total is about 54% of budget. However, looking at this time last year, we are only about \$1,500 behind (when we were open), so we feel optimistic about the overall number given that we are currently shut down
- No new contributions for 2020 Challenge in May
- Overall, we are getting close to 100% of our Pledge budget
- PPP/Small business loan – Bob is continuing to review the amended terms. We have 24 weeks to decide upon the dates for our 8-week covered period. Initially it needed to start the day we got the loan, but that was extended by 24 weeks (rather than extended the entire year). Bob will be working with Judy to develop a strategy to maximize the use of the loan and maximize the loan forgiveness.

### PASTOR'S REPORT (Pastor Julie)

- This is the first time that Pastor Julie is providing a report
- Pastor Julie remarked that she has been enjoying staff meetings, group ones as well as one-on-one meetings with staff
- Worship planning – she and the staff decided pretty quickly to switch to the live Zoom experience. Overall, it feels like it is an improvement, is meaningful to the congregation, and now feels like it isn't more work than recording the videos as we were doing previously. Pastor Julie commended Betsy for all her help in the ongoing coordination of the videos.
- Regathering Plan – Jamie is driving that; Pastor Julie is feeling very responsible for the balancing the health of the congregation and the overall worship experience of congregation
- Racial injustice and inequality – Pastor Julie was asked to provide a public response, which she did by sharing thoughts via video. She remarked that while she approached it with “fear and trepidation”, she also felt honored to represent FCC in saying something rather than remaining silent
- Pastor Julie has done a few pastoral calls and met some church members as they brought meals. She is also meeting neighbors, as well as the Mayor of Flossmoor.
- She asked for prayers of discernment for her and her family as they determine where to move

### NEW BUSINESS

#### Long Range Vision (Chris Riedel)

- July and August, the Committee will be going over the document that Chris presented in March

- They will assign members of the LRV Committee to tackle each of the first section of that document
- Are continuing to put together research, resources, and recommendations – and then the Governing Board will determine how to implement those recommendations
- In the July meeting, they plan to address “defining the big goal”
- In the August meeting, they will have recommendations for going after how we engage the congregation in defining that big goal
- Immediate plan is to meet over the next three months; then in August assess how often they need to meet
- Anna commented that change is always hard and often does not happen until folks have no choice. Right now, we are in an environment that already is challenging us to change, so the LRV Committee may have to think about approaching it in a different way, or consider other opportunities based upon our more recent experience. Since the waters have been troubled, does that mean we can be more creative in our suggestions/considerations for the future (for example, Zoom church services)

### **FCC role in the dismantling of structural racism (Anna)**

- Anna remarked that one of the things the recent protests have done is put the issue of racism in front of us in a way that invites us to ask – “What else should we be doing?”
- When we chose to be “open and affirming”, we used a predefined process and wrote a statement, etc. On the matter of racism, FCC has already been doing lots of reading, thinking, conversing, but has not yet positioned ourselves and the congregation to take actions. Governing Board members agreed.
- As Governing Board Chair, Anna expressed that she is not comfortable with us doing what we have been doing, and challenged the Governing Board to ask the questions: What does “stand up” mean and how do we collectively get there? What steps do we need to take?
- Anna affirmed that she would like us to get there as a congregation, collectively as a group, and that this may represent a change for us as a congregation.
- Time was reserved for questions and discussion. Questions included:
- What does it mean that we have not been in a position to act?
- Anna responded that we have an affirming statement, but it doesn’t make clear what is and what is not embraced by the congregation (for example, is it ok to put a Black Lives Matter sign/flag out, like we would at a festival booth). While we are open and affirming, we don’t have a platform that is race specific
- What values are we embracing, what is the biblical basis for that, if that is who Jesus was, how does that relate to the stance we’re taking?
- Stephanie referenced our statement of – where Christ is central and diversity is cherished, and asserted we are uniquely positioned to be able to provide a place for the community to have dialogue about these things; and that complacency is a position too. She expressed concerns about FCC “riding the middle” in this situation, and that if we don’t offer a statement about where we stand on this issue, then it will impact how folks will feel about our church.
- Anna agreed that doing something proactively, rather than having to do it reactively would be the best approach and asked what structures/processes can we put in to place.
- Rick expressed concerns that we are not doing a good job of telling the story about our commitment to diversity, including the year-long focus we had on different types of diversity
- Bob shared concerns about how FCC can make sure that the actions are impactful, and that we aren’t just doing something for the sake of doing it. He emphasized that we need to do what is actionable, impactful, and sustainable.
- Phyliss offered that we have an opportunity to rework and expand our statement of affirmation, and mentioned a church that posted a powerful statement within days to let people know “this is where the Church of God stands on this issue”

OVERALL – Governing Board members agreed that FCC needs to prepare a statement. Anna, Phyliss, Kim and Stephanie will work together to prepare one for the Board’s review.

### **OLD BUSINESS**

Anna said that when looking at the Annual Report, she was stunned by all the extraordinary work everyone has been doing all year long.

### **Worship and Arts** (Stephanie)

- Still working on solving the issue of having no Praise band/director
- Pastor Julie shared some thoughts about how we could think about approaching the situation. She recommended that:
- We reposition our job description to more accurately reflect the personality and values of the congregation
- Not move too quickly with hiring someone right now because we aren't sure when we can sing together again
- Consider hiring someone part time to do the technological stuff necessary to put together music for the services in the meantime – or consider contracting that out if possible

### **ANNOUNCEMENTS**

Stewardship report – Rick is doing a handoff tomorrow with Kris McManus. The focus remains that stewardship is a year-long process. Kris will continue to carry it forward.

### **VISIONING** (Anna)

Anna took this time to express “the wisdom of our departing Board members”: Phyliss, Rick, and Stephanie

Anna asked each to share their thoughts about the last 3 years and/or about the church in general

**Rick** shared that the last 3 years have been years of significant change, and he is so proud of how our congregation has been doing. From his perspective, no one is running and hiding – not fearing change – but is rather getting even more engaged

**Phyliss** shared that this has been one of the pleasures of her life. She has loved working with the Diaconate group – a group who she sees as being totally committed to FCC and identifying new ways to enrich our congregation. She remarked that they are particularly helpful in thinking through new processes and what opportunities for change might be.

**Stephanie** shared that she was grateful for the positive changes that Worship and Arts was able to put into place. For example, she was really happy to have shifted the timing of the Christmas service, was really proud of our art talks, and pleased with the strong analysis they did of our sound systems and ways to enhance the service. She expressed her gratitude for the staff for how receptive they always were and all of the help they were able to give. Stephanie ended by sharing a quote from MLK about “the fierce urgency of now”.

Governing Board Members shared their appreciation for departing board members

### **CLOSING PRAYER** (Rick)

**ADJOURN** - Meeting adjourned at 8:50 pm

## **Board/Committee Reports to Governing Board – July 2020**

### **Diaconate**

#### Highlights

- The Diaconate Board met via Zoom on July 21, 2020 for the first time since February.
- The Board was pleased to have both Pastor Julie and Pastor Tate join us.

#### Hopes

- As the Diaconate functions primarily in service to the congregation, we spent time discussing possible ways to “tweak” our ministries during this pandemic.
  - Meal ministry and transportation ministries are being considered for accommodation for safety.
  - Discussion also centered around phone ministry to reach members of the congregation who might not be able to connect digitally.
- The Diaconate depends on volunteers from the congregation to augment the services that the board members can provide.
  - One goal of the Diaconate is to find ways to recruit possible volunteers from the congregation.
  - Another goal of the Board is to bring back our flower delivery for members who need some encouragement.
- The Board plans to meet again next month while working on our goals via email to each other.

Submitted by Sue Durkin, chair

### **Properties Committee**

#### Highlights

- Toilet repaired in Promised Land
- Members of congregation have come to start weeding beds and transplanting perennials.
  - With the large amounts of rain and heat, the weeds are more than we can handle on our own. Landscaping company will be contracted to come and do a large weeding job.
- Working with Pastor Julie to find furniture within the building to make her office the most usable space. \*Pastor Julie currently preaches on Sundays in her office.
- Bob and Dave have been working on small projects around the building and properties.
- Commercial refrigerator in Fellowship Hall Kitchen has stopped working. Service requested, hoping to have it fixed within a week or two.
- Evidence of a bat in the Sanctuary. Pest control suggested having roofing company check integrity of roof for areas of entrance. Guano cleaned up with safety precautions to track when and how often bat is in the building.
- Pond in McAfee garden is not working properly. There appears to be a hole in the liner. The pump also is not currently working. Tyler Thompson took pump to see if it can be repaired, he will work with us to make repairs.
- Jamie is working with the Flossmoor Public Works Department regarding flooding and drainage issues in the neighboring properties around the Church building. The village will be funding and contracting the addition of a drain on church property for run-off from surrounding properties. The church will work with an immediate neighbor to build a swale to help with run-off.
- Collecting estimates for masonry work and repair on building exterior

Submitted by Jamie Ford, staff liaison

### **Personnel Committee**

#### Recent Activity

- Successfully met outside in the parking lot behind the church!

- Updated committee members on measures taken since the shutdown regarding employee pay, furloughs, recent pay reductions, and possible future pay reductions.
- Jamie updated us on the hourly workers
- Jamie updated us regarding new policies/procedures as they relate to online staff interactions with children and youth
- We discussed possible staff burn-out with novel job requirements and no ability to “leave work.” It would be helpful to know how many hours each staff member is working. We also discussed that this would provide a sample of work during the shutdown when it may not be visibly apparent to the congregation. We will be asking the staff to record their responsibilities and list an approximate amount of time spent on those responsibilities for the first two weeks of August and likely again in October and December. Our goal is to keep the process simple and convey the sentiment that we do not intend to judge—this situation is new for everyone.
- We discussed the need to have some sort of social media guidelines in place for employees. First draft presented to the committee for their review and further discussion.
- Asked for ways we can help Pastor Julie adjust to her new position and ways we can help the entire staff lead the church during a pandemic.

#### Ongoing and Upcoming:

- Clarify Hiring Procedures in the Bylaws to reflect what is in the Employee Manual once we hear back from the lawyer
- Follow up with lawyer on social media guidelines
- Review compliance with Mandated Reporter Requirements
- Update the church’s Policy Prohibiting Sexual Discrimination, Harassment, and Retaliation for Reporting Harassment and Abuse

Submitted by Sharon Dobben, chair

## **Board of Christian Education Report**

### **Children’s Ministry**

Leslie Maxie

#### **Highlights:**

- We have been doing book readings and discussions via zoom with the kids in the community about racism and appreciating people’s differences. They have gone very well and have been well received. The 3<sup>rd</sup> one will be this Friday.
- We also had a Lunch on the Lawn last week. I handpicked specific families that had the same age kids and the same ideas about staying safe. We brought blankets and sat them 6 ft apart. It was nice. I will consider doing this again.

#### **Hopes:**

- Hoping to get a plan together for the fall so I can begin to plan. Considering sending out some questions to the CM families about comfort levels with zoom Sunday school or pre-recorded videos to follow at any time. Also looking into small gatherings occasionally but not sure what this would look like just yet.

### **Adult Education**

Jessica Groen

#### **Highlights:**

- Our Monday night classes are going great, with 6-10 attendees each week. We will have a break this coming Monday since I will be on vacation. Two more class sessions are scheduled for the summer in the first 2 Mondays of August.

**Hopes:**

- Hoping to complete and distribute a survey this week to collect some opinions about past year courses and assess member interest in suggesting course topics or serving as a class facilitator for a specific text or topic.

**Weekday Preschool**

Dallas Collins

**Highlights:**

- Pre-school will be closed through Dec. 2020

Submitted by Rebecca Courington, Chair