

Regional Church Council Meeting

February 27, 2021

Via Zoom

Members Present: Candis Wilson, Gladys Davis, Kevin Kaufman, Diane Bartlett, Rev. Philip Hunt, Bruce Bowerman-Jett, Rev. Pamela Barnes-Jackson, Rev. Terry Williams, Cory King, Frances Dudley, Rev. Thomas Barnes

Absent: Mary Beth Corbett, Alicia Evans-Hayes, Faith Solon

Visiting Regional Ministers: Rev. Rick Spleth, Rev. Thad Allen, Rev. Dean Phelps

Staff: Jennie Stoddart Bernard, Rev. Alan Dicken

Search Committee: Rev. Melanie Harrell Delaney, Rev. Deborah Saxe, Vera Burton, Rev. Amir Darr, Rev. Anna Hope Curwood,

Guests: Rev. Don Gillet (Keynote), Cliff Thompson, Jerry Ritzman, Dan Sondles

Call to order and devotions

The regular meeting of the Regional Church Council Meeting was called to order at 10:40 on February 27, 2021 via Zoom by Candis Wilson, moderator. Devotions for the Lenten season were from Genesis 17: 1-15, 17 followed by prayer.

Governance Presentation by Rev. Don Gillett, East Second St. Christian Church, Lexington, KY

Presentation included a PowerPoint covering governance topics including definition of governance, structure and decision-making process, governance and mission, accountability & transparency and justice. Discussion regarding significance of policies to reduce conflict and protect from harm and the power and role of written understandings in aiding the flow of decisions and providing a basis for accountability. It was highlighted that policies can be transforming in providing a path to the future, not just fixing the past.

Rick Spleth affirmed the conversation adding the significance of not weaponizing a policy. Rev Spleth added that as much transparency as possible. It was suggested that sending a summary of highlights to congregations would be helpful.

Rev. Gillette ended by stressing the fiduciary role of the RCC to care for and use assets effectively. The Power Point was requested to be made available to RCC.

Approval of November 13-14, 2020 Minutes

Phil Hunt moved to approve the minutes, second by Tom Barnes. Minutes were unanimously approved as presented.

Staff update: Jennie Stoddart Bernard, Regional Administrator

Currently working on obtaining forms from 350 ministers for review and affirmation for Commission on Ministry. Also, annual reports are needed for processing of current yearbook. Jennie asked RCC members to help by reaching out to those churches needing assistance with the new database. Jennie will use the RCC website to house policies.

Gladys Davis suggested publishing a monthly slide that churches could use for their Sunday services for information about the region.

Candis Wilson suggested the Bequest Policy be inserted as a link on the RCC Giving Page.

Staff update: Alan Dicken, Region Program Director

Working diligently on getting Camp Christian going by meeting with the health department, continually updating COVID regulations. Alan is coordinating with ministers Roger Osgood and Ann Sowell as they are stepping back from the Anti-racism team effective February 27, 2021. Letter of resignation to the Moderator should be forthcoming if not yet received. The Anti-Racism Team has not been meeting regularly.

Moderator, Candis Wilson introduced Rev. Terry Williams from Orchard Hill United Church of Christ in Chillicothe, OH as a new board member. Rev Williams is a U.C.C. minister and board member who will be our ecumenical representative to the RCC and assist in formalizing relations between UCC and DOC.

Treasurer's Report - Gladys Davis

See financial statements attached to minutes

Highlights:

1. PPP federal loan grant of \$54,590 based on payroll resulting from COVID relief helped finances. Donations of \$189,143 + PPP loan helped fill in low fees of only \$9,124. Expenses for staff, food, utilities, repair & maintenance decreased since camp did not take place in 2020 year due to COVID.
2. For 2021 fiscal year, cash flow without camp looks as if expenses for grounds may be covered. Based on 2019 actual figures, and assuming 120 campers for 4 weeks, the forecast for Camp Christian budget still looks promising.
3. Evelyn Jackson Bequest gift received of \$50,000. RCC needs to celebrate Bequest Gifts.

4. Budget for FY21 shows a loss \$(21K).
5. Accessibility improvements were not properly reflected on YTD figures.
Improvements were made using special gift for specific improvements.

Phil Hunt highlighted page 3 Spiritual Life total not properly reflecting a journal entry requested to be made by Treasury Services. It was suggested that finance committee add a policy to review journal entry transfers and requests as an added assurance to financials. A policy review will be discussed at the next finance committee meeting.

Phil Hunt moved to accept financials as presented, second by Pamela Barnes-Jackson and Diane Bartlett. Motion carried.

New Business:

Finance Policy Updates: See attachment to minutes

- A. **Bequests and Endowment Policy** updated by Finance committee and reviewed by Executive Committee.
 - a. Undesignated bequests less than \$1,000 will be included in Operating budget.
 - b. Undesignated bequests \$1,000 - \$10,000 will be named Legacy Funds and will be Board Designated Funds. Both corpus and income may be used as decided by finance committee.
 - c. Undesignated bequests greater than \$10,000 will become a named Fund and held by Christian Church Foundation.
 - d. Policy changes require 2/3 vote by RCC.
 - e. The finance committee report to RCC in the future will include gifts received, expenditures, and fund balances.

Discussion was made comparing these requirements around designated and undesignated gifts to the Camp Christian Endowment Fund Policy. Rick Spleth mentioned that Camp Endowment policy does not require a 30 day circulation before changes, but 2/3 majority vote by the Assembly. Candis Wilson clarified that the current policy changes are for the bequest and endowment policy and not the Camp Christian Endowment. This policy does require 30 day notice and we did meet that requirement.

Questioned was posed on where our financial records are held. All financial records are stored in our cloud storage and the Blackbaud program. Donor history is recorded on the website as well as held by the Treasurer.

- f. Endowment Funds revision to Sec. III Annual Spending to follow income Percent set by Christian Church Foundation with a goal to protect and grow corpus. Funds may be used as recommended by Finance Committee

of RCC. RCC will follow Christian Church Foundation recommendation of Fair Market Value.

The motion to approve and update Bequest Policy was created and presented by the Finance Committee. As such, no second required. Motion carried.

B. Cash Disbursement Policy presented by the Finance Committee. See attachment to minutes. This is a document to record practices currently being followed.

- a. Approvals are required by Regional Minister or Regional Treasurer for all disbursements.
- b. Any Expense greater than \$5,000 will require an additional approval by Regional Treasurer and one other finance committee member to approve.
- c. Distributions of donor restricted funds must be approved by Regional Treasurer.

The finance committee moved to approve the Cash Disbursement Policy, no second required. Motion carried.

Camp Christian Committee: Bruce Bowerman-Jett, Chair

Ted Nelson, Campsite Manager, experienced a reduction of hours in the fall 2020 due to budget constraints. Bruce requested that Ted be restored to Full-time as of March 8, 2021 since there is much to prepare for camp. The finance committee approves the spending if a second round of federal PPP grant money is expected to be received. Phil Hunt extended an offer to donate funds needed to fill any gap in additional salary to restore Ted to Full-time.

Motion by Pamela Barnes-Jones, second by Kevin Kaufman to bring Ted Nelson back to full-time effective March 8, 2021 instead of May 1, 2021. Motion carried. Gladys Davis will prepare form and copy Pamela Barnes regarding this change in personnel.

Rev. Alan Dicken, Regional Program Director reported on behalf of the Camp Christian Committee regarding hiring a catering company to provide food service for summer camp scheduled for July 2021. CCC is seeking financial and personnel committees to move to approve hiring catering service in order to complete the bid process.

Discussion followed with questions including if RCC would be responsible for catering fees if camp is cancelled; is this a request for permission to move forward to obtain a bid; why amount of retainer fee would be expected; what are the terms.

Diane Bartlett suggested the process such that the Camp Christian Committee first define the scope to potential vendor including dates, details, responsibilities, etc. Potential

vendor then submits a bid to Camp Christian Committee. Camp Christian Committee share the bid with Finance and Personnel Committees for review.

Phil Hunt offered motion, second by Kevin Kaufman to allow the Camp Christian Committee to obtain bids from vendors to be approved by Finance Committee along with Candis Wilson, Moderator, who will bring back to RCC. Motion carried.

Regional Area Minister Reports:

Rev. Dean Phelps reported that Rev. Kerry Reed resigned as Regional Elder for 13/14. Rev. Brad Donahue picked up the vacated position.

Rev. Rick Spleth stated that he was pleased to see the Ohio Region stabilize and excel.

Regional Church Council went into Closed Session and meeting was concluded with prayer after the Closed Session

Minutes submitted by: Diane Bartlett