

**Peace United Church of Christ  
Coordinating Council Minutes  
Tuesday, June 21, 2022  
6:30 p.m. via Room and Zoom**

Present: Moderator, Joan Peterson; Vice Moderator, Jessica Olson; Past Moderator, Tom Hystead; Treasurer, Dick Goese; Secretary, Diane Swanoski; Stewardship Chair, Geof Witrack; Spiritual Life Chair, Susan Larson Kidd; Education Chair, Penny Cragun; Acting for Justice Chair, Monica Liddle; At Large Members, Melissa Boyle, Stephen Dando, Nathan Langer, Susan Goltz; Interim Minister, Rev. Jim Mitulski; Interim Pastoral Associate, Rev. Charlotte Frantz; Faith Formation Minister, Nathan Holst

Call to order at 6:35 p.m.

**Opening Meditation:** Penny Cragun shares the UCC Daily Devotional from June 4th *Not done yet* by Mary Luti.

**Review of Agenda and additions** - There are two additions to the agenda: add the 6-14-22 Council Orientation Minutes to the Consent Agenda for approval and move *Sponsoring Boy Scout Troop* from the parking lot to New Business. It is moved, seconded, and unanimously approved to accept the agenda with the additions.

**Approval of Consent Agenda with discussion** - The items listed below are approved all together in one vote:

- Minutes from the May 17th Council meeting, June 12th Congregation Meeting, and June 14th Council Orientation
- Finance Reports from May 30th
- Human Resources Report Board chair reports
  - Christian Education Christian Spiritual Life
  - Christian Stewardship (No written report submitted)
  - Acting for Justice Hub (No written report submitted)
- Interim Pastoral Associate Report
- Faith Formation Report
- Approval of Moderator, Vice Moderator, Past Moderator, and Treasurer as check signers for the Peace Church account during 2022-2023
- Approval of check signers for Gabriel Fund to be Nathan Holst, Dick Goese, and Pastor Jim Mitulski
- Approval of members of the Human Resources (HR) standing committee: Joan Peterson, Sue Isernhagen, Matt Hunter, Jan Nugent, and Laurie Berner
- Approval of members of Finance standing committee: Dick Goese, Jessica Olson, Tom Hystead, John Ameel, Betty Greene, and Kirby Wood
- Approval of members of the Pastoral Relations (PRC) standing committee: Cindy Macauley, Warren Post, Gary Boelhower, Hope David, and Patty Beech-Dziuk

Discussion for Consent Agenda items -

- Finance Committee: Dick Goese, Treasurer, adds:

- The \$50,000 Certificate of Deposit (CD) came due and has been cashed and put into the money market account for possible expense of a new furnace.
- We may need additional funds for Lighting the Peace Bell Tower.
- Overall projected income is a bit behind, but so are expenses.
- We have used \$50,000 of the \$100,000 special pledge given to balance the 2022 budget.
- May 17th Council Minutes correction -
  - Christian Education report received and added to the minutes
  - Pastor Jim will facilitate the Adult Forum
  - Spelling corrected for Joe Kilgour
  - Hyphenated name for Veronica Gaidelis-Langer
- Interim Pastoral Associate Report highlights given orally.
  - Rev. Charlotte Frantz will be out of the office beginning Thursday, June 23rd for hip surgery and will resume work when able.
- Faith Formation Report highlights given orally.
  - Nathan didn't preach last Sunday as stated in his report.

It is moved and seconded to accept the Consent Agenda items as received, given, and corrected. Unanimously approved.

**Minister's Report** - Reverend Jim Mitulski reports:

- We are continuing Pride Month celebrations.
- Joint worship on Sunday, June 19th with St. Mark A.M.E. was good. The event was well attended by both churches as well as Duluth community members and leadership. An announcement about the October Peace Rally was made. Thank you to Tim Peters who stayed at church to help navigate those who showed up for the regular Peace Church service. More joint events are being planned including a concert on Saturday July 2nd at 6:30 p.m. and in August to commemorate the death of Emmett Till.
- Announcements have been sent to organizations advertising the October David Hogg Rally and we are receiving responses.
- Pastor Jim facilitated the Conflict Resolution modules of Peace Village.
- Beginning July 10th there will be just one Sunday worship service at 9:00 a.m. for the rest of the summer.
- There will be no Wednesday night programming this summer as we are concentrating on fall program planning, as well as giving pastoral staff time off.
- Pastor Jim will be gone from July 1-8.

**Discussion of transition-**

- Pastor Jim summarizes that as far as transition, everything is taking longer than originally thought.
- The Transition Team will be initiated in July. Transition Team members include: Mike Schrage, Cathy Ameel, Ezra Schomberg, Veronica Gaidelis-Langer, Mary Junnila, Bob Stevens, and Kelly Grgas-Wheeler.
- The Transition Team will begin their work with the HOLY COW assessment tool to congregation members and friends. The assessment consists of 100+ questions with two additional modules of Interim, and Worship and Music. We can add up to five of our own questions, one of which will be an open-ended question. It takes less than an hour

to complete the assessment which will be emailed to all Peace UCC members and friends. Since the assessment can only be done on the computer, we need to figure out how to work with those who do not have computers.. Joan Peterson will write another article explaining HOLY COW in the July Peace Bell. It may require some creative nudging/ recruiting to get the two hundred individual responses desired. The assessment results will be very helpful for putting together the Church Profile, the Stewardship Drive, and for the Council (strategic planning). The Council will look at the data before it goes out to the congregation in the fall. The total cost of the assessment is less than \$2,000. More information can be found on the HOLY COW website

<https://holycowconsulting.com/>

- Work is being done to determine what our church membership actually is, hopefully to be done within the next month.
- We are not yet at a point to consider the appointment of a search committee for a settled pastor.

### **Old Business-**

#### **Aurora Borealis DayCare Update - Tom Hystead**

- A lease with the new Aurora Borealis DayCare owners Stephanie and Jeff Bonesss has been signed. The owners live out of town and there is an on-site manager. Rent has been paid.
- A bill for legal fees (\$2,400) has been received for writing up the new lease.
- The new owners seem to have a good and long term plan for serving the families and children of our community.
- They realize a need to upgrade some of the playground equipment and classroom furniture.
- Joan Peterson and Susan Larson Kidd volunteer to meet with the owners quarterly to check in, build relationship, and be a liaison for the church.

#### **Fund oversight committee- Tom Hystead**

- A Fund Oversight Committee for the Jubilee and Primarily Kids (PK) Funds has been created. It will consist of several Council members, two members from Acting for Justice, and a staff member connected to family/kids. Betty Greene agrees to facilitate the group of Diane Swanoski, Melissa Boyle, Penny Cragun, Monica Liddle, and Nathan Holst. The Stewardship Team will be educating the congregation about these funds. Dick Goese will forward the fund guidelines to Geof Witrak.

#### **Clergy Care grants- Tom Hystead**

- The UCC Conference put out an opportunity to apply for grants to recognize our clergy for outstanding work. We applied for and were awarded the \$1,000 grant enabling us to give monetary gifts to our three clergy and gift cards to our clergy practicing outside of the church, for their outstanding work.

### **New Business-**

#### **Task force for Pastor Jim's contract extension -**

- A task force made up of Jessica Olson, Susan Larson Kidd, Melissa Boyle, and Tom Hystead will work on the extension of Pastor Jim's contract with the Church. They will meet in August.

#### **Tech team Update - Susan Larson Kidd**

- Susan Larson Kidd distributes a list of the Tech Coordinator Responsibilities she currently does (Attachment #1). There is also a copyright piece that is not currently being addressed.
- The Tech Coordinator reports to the pastor as part of worship and arts.
- We need to consider making this a sustainable and paid position in the future since technology is now an important part of our worship and will be going forward. We need to reach our audience in new ways, including an online presence and via social media.
- The Council will talk more about technology and staffing at our retreat.

#### **150th Anniversary Committee funding request -**

- Marsha Hystead, chair of the 150<sup>th</sup> Anniversary Committee, requests \$12,500 funds for David Hogg's speaking fee for the fall Rally - \$5,000 from the Jubilee Fund and \$7,500 from the PK Fund (Attachment #7).
- The Primarily Kids (PK) and Jubilee Funds are the responsibility of the Council. Dick Goes moves that we approve \$5,000 from the Jubilee Fund and \$7,500 from the PK Fund to pay David Hogg's speaking fee. Geof Witrak seconds the motion and it passes unanimously.
- The airfare for David Hogg has been donated by a friend of the Hysteads.
- The Ordean Fund has granted Peace UCC \$2,000 for the event.,

#### **Principles for conducting meetings-**

- Drafting a document of principles for conducting meetings has been tabled, possibly an agenda item the Council retreat or for a task force to consider.

#### **Sponsorship of Boy Scout Troop - Tom Hystead**

- Peace UCC has been asked to sponsor a Boy Scout Troop that is currently sponsored by and meets at Trinity Lutheran Church.
- Tom Hystead, Joan Peterson, and Nathan Holst will meet with Clark Garthwait, District Director BOY SCOUTS OF AMERICA Voyageurs Area Council, for clarification of sponsorship and the responsibilities involved.
- Pastor Jim will check in with the UCC Conference about sponsoring a troop. We must understand what we are committing to and figure out how to structure it.
- Questions to consider before sponsoring the troop - What does sponsoring a troop involve? Is there liability for Peace? Does this align with our mission? What are the ways we want to involve and retain youth at Peace?

#### **Next meetings -**

- Tuesday, August 16 at 6:30 p.m. (No July meeting)
- If needed for business during July - Exec. Committee and/or e-vote or chat room
- Council Retreat to be scheduled. Doodle poll July 20, will be sent out by Joan Peterson

Adjournment 8:45 p.m.

Respectfully submitted, Diane Swanoski, Secretary

#### **Parking Lot (for consideration at future meetings)**

- Job descriptions/summary of staff review during annual staff evaluations- Joan will get information to Council
- Search Committee

- Regular updates from 150<sup>th</sup> anniversary committee to be added to agendas for the fall

## **Attachment #1**

### **Tech Coordinator Responsibilities**

- ❖ Recruit volunteers
- ❖ Recruit contracted employees and facilitate the hiring process
- ❖ Train volunteers and employees
- ❖ Create monthly sound/video/stream schedule
- ❖ Communicate schedules to staff and Pastoral team
- ❖ Schedule sound/video/stream as needed for events and support event
- ❖ Secure sound system and support for large events (i.e., 150<sup>th</sup> David Hogg)
- ❖ Maintain all equipment including repair, updates, storage
- ❖ Order new equipment when needed
- ❖ Integrate new equipment
- ❖ Further professional training in sound, video and hybrid worship services
- ❖ Participate in worship planning with team
- ❖ Participate in event planning with team
- ❖ Update council on Tech Team progress and changes

#### **For weekly Sunday services:** *(average 7-8 hours per week)*

- ✓ Get input/needs/desires on service components from those participating in worship
- ✓ Set up sound equipment
- ✓ Load the sound board with presets
- ✓ Set the scene for the board for in house sound and stream sound
- ✓ Outline sound needs for both services on weekly bulletin for sound tech
- ✓ Convert and load any video, power point, or visuals
- ✓ Create camera presets for both services

- ✓ Outline video and camera needs for both services on bulletin for video tech
- ✓ EQ sound in rehearsal
- ✓ Run sound, video and stream for both services as needed
- ✓ Clean up

**Attachment #7**

Peace United Church of Christ  
Funding Oversight Committee  
Funding Request

Date: June 14, 2022

Funding Request Purpose: Peace UCC's 150th Anniversary Community "Rally for Peace" with  
Special Guest Speaker: David Hogg

Date of Event: October 1, 2022

Time: Noon-3 pm

Place of Event: Leif Erickson Park

Funding Amount Requested: \$5,000 from the Jubilee fund, \$7,500 from the PK fund

**Background:**

In Honor of Peace United Church of Christ's 150th Anniversary, we would like to offer a community-wide event as a gift to Duluth and surrounding communities with the purpose of promoting a peaceful, nonviolent world, encouraging voter registration and engagement in our democracy, with a particular emphasis on engaging youth.

We believe this is a way of respecting and honoring and fulfilling the mission of Peace Church, which is "To be an accessible, open and affirming community growing in Christian faith, committed to peace and justice, and reaching out in healing love to all of creation, including all people, respecting and valuing the diversity of people's sexual orientation, race, culture, gender, age, opinions, and physical and mental abilities".

**Background on our featured speaker:**

One of the survivors from the Parkland, Florida high school mass shooting in 2018, David Hogg,

was thrust into the world of activism by one of the largest school shootings in American history. With the recent heart-wrenching tragedy at Robb Elementary School in Texas, Parkland is now the second largest school shooting.

David Hogg has become one of the most compelling voices of his generation. His call to “get over politics and get something done” challenges Americans to stand up, speak out and work to elect morally-just leaders, regardless of party affiliation. Passionate in his advocacy to end gun violence, David’s mission of increasing voter participation, civic engagement and activism embraces a range of issues.

Hogg is the co-founder of the March For Our Lives, the third largest demonstration in American history, and a significant part of the inspiring wave of youth-led protests. Hogg and his other co-founders were responsible for registering over 800,000 new voters during the movement.

Additionally, he is the co-author of “#NeverAgain: A New Generation Draws the Line” and is currently a student at Harvard University. Here is a link to learn more about David:

[https://en.wikipedia.org/wiki/David\\_Hogg](https://en.wikipedia.org/wiki/David_Hogg)

Details of The Rally for Peace Event:

We are calling the event “The Rally for Peace.” It will take place on Saturday, October 1st, at Leif Erickson Park. We are hoping to bring people of all ages together, but most importantly, young people who have been through so much the past three years and whose futures are uncertain with the rise of gun violence and continued school shootings. Additionally, the climate crisis, voter suppression laws around the country, new discriminatory laws facing the LGBTQ+ community, increased demonstrative racism and so many other issues, make it more important than ever to reengage our youth to become involved, register to vote and to create the world they want to live in. We have asked David to share his speech “Engage in the Change: Our Generation Must Own Democracy.”

This Rally for Peace will feature speakers from local high schools and universities, as well as, Mayor Emily Larson, the League of Women Voters, and others. The ultimate goal is to inspire youth of all sexual orientation, race, culture, gender, age, opinions, and physical and mental abilities to engage in their community.

Our vision is a community that comes together and joins Peace UCC in our efforts of ending gun violence in our country, starting with Duluth and surrounding areas.

We are happy to share that the excitement for this event is starting to swell. We are inviting other churches in Duluth to join us in our efforts by asking them to become financial partners, and spread the word throughout their congregations, which will show a camaraderie of peace as well. We have also received a \$2000 grant from the Ordean Foundation, which will be used to cover 150th Anniversary expenses, specifically to ensure outreach to our BIPOC audiences. Assuring the safety of David Hogg is critical and so we are working with the City of Duluth, the Duluth Police and other necessary groups. This will add to the cost of his visit, but is an understandable prerequisite for him to come. Additionally, we will need to cover David and his companion's expenses which will include airfare, hotel, travel, and food. Part of David's agreement includes him speaking and sharing his message at Peace UCC on October 2nd which will round out an incredible weekend.

#### Relationship to Peace Church's Mission and Vision:

The purpose and vision statements below are for both Peace UCC's Jubilee Fund and the PK Fund. The 150th Anniversary Celebration Committee believes that both of these funds correlate with outcomes the Committee are looking to achieve; i.e., a community-wide event with a high level of youth engagement and involvement focusing on justice issues that affect all of us, but are especially critical for the youth and children who will experience the effects of either a just world or an unjust world for the rest of their lives. The hope is a just and peaceful world. The time is now to act, to do our part as a peace-oriented Christian community to share this gift to Peace UCC members, fellow church congregations; as well as, Duluth and the surrounding communities.

#### Peace Church Vision Statement

Our vision is to be an accessible, open and affirming community growing in Christian faith, committed to peace and justice, and reaching out in healing love to all of creation, including all people, respecting and valuing the diversity of people's sexual orientation, race, culture, gender identity, age, opinions, and physical and mental abilities.

#### Jubilee Fund - Purpose

Peace Church Mission Statement: Praising God; Living the Way of Jesus; and Building the Beloved Community of God.



The Jubilee Fund is a financial resource to enable members and friends of Peace United Church of Christ to be actively engaged in justice issues that affect the Duluth community and the broader region, nation, and world.

#### PK Fund - Purpose

Recognizing that children and youth were and are a major focus of Peace Church life, the PK Fund will be available to support activities that will provide opportunities and experiences for children and youth to enhance their understanding of our church's mission and vision of the world.

#### Funding Needs/Budget, Request:

David Hogg \$12,500.00

Expenses \$4,000 (Including hotel room for two /two nights, airfare and meals)

Leif Erickson Park/Rose Garden \$800

Event Sound System Rental \$1,000

Security TBD

Total \$19,000-\$20,000

Amount Requested from the Jubilee Fund \$5,000

Amount Requested from the PK Fund \$7,500