

**Peace Church Coordinating Council Minutes**  
**Tuesday, February 21, 2023**  
**6:30 p.m. in-person and ZOOM**

**Mission statement-**

Our vision is to be an accessible, open and affirming community, living the way of Jesus, committed to peace and justice and building the beloved community. We strive to respect and value the diversity of people's sexual orientation, gender expression and identity, class, race, culture, age, and physical and mental abilities.

Present: Joan Peterson, Moderator; Tom Hystead, Past Moderator; Kirby Wood, Treasurer; Diane Swanoski, Secretary; Penny Cragun, Education Chair; Monica Liddell, Acting for Justice Chair; Geof Witrak, Stewardship Chair; Melissa Boyle, At Large Member; Stephen Dando, At Large Member; At Large Member: Susan Goltz; Rev. Budd Friend-Jones, Bridge Minister; Charlotte Frantz, Interim Pastoral Associate; Nathan Holst, Faith Formation Minister

Absent: Nathan Langer, Member at Large; Jessica Olson, Vice Moderator

Call to Order at 6:40 p.m.

Devotion - Penny Cragun reads the UCC Daily Devotional

Addition/Changes to the Agenda - Joan Peterson, Council Moderator

- Joan Peterson adds a vote about the process for Christian Service fundraising to the Consent Agenda discussion.
- Sue Isernhagen, HR Committee Chair, will be presenting before the Consent Agenda approval/discussion. There will be an Executive Council meeting immediately after her presentation.

**HR Report** - Susan Isernhagen, HR Committee chair

- Susan highlights information provided in the HR report. Additional comments:
  - Current HR Committee members are: Susan Isernhagen, Chair; Joan Peterson, Council Moderator; and Jan Nugent..They would like one additional member with some HR background.
  - The Committee is so glad to have Pastor Budd here as Senior pastor.
  - Rev. Charlotte Frantz has done a beautiful job training the three new office staff.
  - The Committee is making sure all of the policies, procedures, and employee manual are in place for the new settled pastor.
  - We are still looking for a Worship Tech. The job is posted for 6-8 hours p/week. Let Rev. Charlotte or Nathan know if you have any ideas.
  - The HR Committee asks that they receive the information that they need to solve problems more effectively.
- Council Comments: How do we cultivate a culture of trusting/honest relationships within the Peace Community? How do we work on our conflict resolution skills? How do we

own our commitment to each other? We need to work on building the Beloved Community.

Executive Session - It is moved by Joan Peterson and seconded by Tom Hystead to move into a brief Executive Session. Unanimously agreed.

**Consent Agenda Vote** - Consent Agenda includes:

- Minutes of January Coordinating Council Meeting
- Minutes of January Congregational Meeting
- Committee reports (Spiritual Life-No report, Christian Education, Social Justice Hub-No report, Property)
- Standing Committee Reports- HR Report and Finance Committee
- Written Reports from Pastor Charlotte Frantz and Nathan Holst.

The Consent Agenda is approved as presented with further discussion and vote as follows:

Consent Agenda Discussion/Vote -

- Question from Search Committee - how to present an unbalanced budget to potential candidates?
- Motion from Christian Service - "Monica Liddle will create a calendar and process for fundraising for organizations identified by the Social Justice Hub that were previously funded in the Peace Church budget." Penny Cragun seconds the motion. The motion passes unanimously. Rev. Charlotte Frantz would like to assist and coordinate volunteer and education opportunities for the organizations recognized. It is suggested to invite people to talk about these different organizations/donation opportunities at Sunday worship, as well as through other means (Peace Bell articles, bulletin boards, emails, sign-up genie, etc.)

**Report on new staff** - Rev. Charlotte Frantz

- Three new staff are in place and eager to learn and determine what their job is.
  - Bri Dornbush, Office Coordinator, works Sunday-Thursday, as a receptionist, helping walk-ins, communicating with congregation (weekly emails), has some newsletter responsibilities, and office support to the pastoral staff and non-governing program committees.
  - Rachel Obed, Business Manager, supports the governing program committees, ie. Church Council, HR Committee, Finance Committee, Stewardship Team, and Property Committees. She also is becoming involved in building and room scheduling and set-up (previously Tim Peters responsibilities). Future responsibilities include building maintenance issues.
  - Mali Lorenz, Bookkeeper, will be in the office Monday afternoons, Wednesdays, at other times, as needed. Toni Kaspell, previous bookkeeper, is helping train her on Shepherd's Staff software/database.
- The on-boarding process is going to take time. There is much to learn about Peace Church and church culture. Please be patient with everyone.

**Bridge Pastor Report** - Rev. Budd Friend-Jones

- It is such a gift to have the staff here that we do, especially Charlotte. There is good energy. Nathan is also such a gift. They work hard and need to consider their work/life balance.
- Clergy and staff are planning Lent and Easter using the tree of life art in the sanctuary as inspiration. Ash Wednesday is this coming Wednesday, February 22nd.
- Midweek Lenten services will feature soup meals provided by various church groups. Council will provide soup(s) March 15 and set-up for approximately 30 people. Melissa Boyle offers to organize for the Council.
- March 12th is Nathan`s Ecclesiastical Council. Peace Coordinating Council members are encouraged to attend. Nathan will present his paper after which he will be considered for ordination for call.
- Pastor Budd is very concerned about the budget deficit and lack of attendance at worship. We need to work on rebuilding the community. We need to imagine how to do this together.
- Long term planning needs to envision our future and how we get there. Consider having a long range planning committee? Things to think about: What is church in this post COVID time? How are we accessible? What are the barriers?

#### **Stewardship Report - Geof Witrak, Stewardship Team, Chair**

- Rev. Charlotte Frantz provides updated budget worksheets and summary reports.
- The response for the new/additional pledge appeal was underwhelming.
- We are average givers, based on the national average of per capita. The maximum budget we can expect is \$400,000 based on our last couple of years and researching statistics. We need to right size the church as far as the budget is concerned. Our current budget is not sustainable.
- We need personal contact with non-pledgers. How can we reconnect? Wednesday night programming? Cards to members/directory people not here lately? Phone calls?

#### **Property Committee Report- Pastor Charlotte Frantz**

- The roof is still leaking when the temperatures are above freezing, especially in Charlotte`s office. The Committee is looking into solutions.
- Mark Poirier, a church member, went up on the roof to look at the heat exchanger that is causing a loud noise and cold outside air in the office. They are fixed for now, but he will go up on the roof again in the spring to repair it.

#### **Old Business -**

##### **Daycare space update - Melissa, Monica, Charlotte, Budd, Jessica**

- Melissa Boyle, Monica Liddle, Jessica Olson, Pastor Charlotte, and Pastor Budd met to discuss options for the space previously used by the daycare and the education wing. There are meeting notes in the Council folder.
- We are zoned as R2 Residential. Cannot be office space.
- Of the three groups originally interested, there is one left that is seriously interested.
- They are continuing to consider and look for other interested parties.
- A special Council Meeting will be held Tuesday, February 28th @ 7 p.m. for a presentation. The meeting will be recorded.
- Joel Kilgore speak about *Stepping on up*, a CHUM housing initiative, on Sunday, March 12th at the 9:30 a.m. Adult Forum and again at 11:30 a.m. after worship.

**QR code and other ways of giving -**

- Melissa Boyle, Kelli Hallsten Erickson, and Jessica Olson are working on developing a QR code and process for donations. Mali Lorenz, bookkeeper, and Cindy McLean, church member, will be Included in the discussion. They will meet as a subcommittee in a couple of weeks.
- The group is also researching other ways to give and receive donations/pledges.

**Search Committee report - Stephen Dando**

- The Search Committee created and posted an excellent profile. You are invited to view it on the UCC website.
- The Committee created interview candidates' questions.
- A rubric is being used as a guide to discern what qualities we are looking for vs. the candidate's abilities.
- There have been some interviews and the Committee is considering second interviews.

**New Business -****Nominating Committee - Joan Peterson**

- It will soon be time to consider new members for Council and standing committees. Diane Swanoski will look up whose terms are ending and forward it to Joan.
- Let Joan Peterson, Council Moderator, know if you know anyone interested or have anyone to consider.

**Fundraising Committee -**

- There is discussion of establishing a Fundraising Committee for the Peace operating budget. Dennis Isernhagen and Marsha Hystead are interested. Joan Peterson will talk to them.

Adjourn at 9:30 p.m.

Respectfully Submitted,  
Diane Swanoski, Secretary

Next meetings-

- Tuesday, February 21st @ 7:00 p.m. - Special Council Presentation
- Tuesday, March 21st - Council Meeting @ 6:30 p.m. Room and ZOOM

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

- Discussion of integrated database systems
- PRC update to council for March meeting