

Colonial Church in Prairie Village
Council Minutes
June 27, 2021

Attending: Bill Sanderson, Ken Werne, Bob Burgdorfer (with proxy vote for Cindy Burgdorfer), Harry Morrison, Jayne Quimby (sub), Martha Wofford, Mary Penrose, Brooke Carson, Chad Leabo, Mickey Gehring, Elizabeth Uppman, Aaron Roberts, Allan Weil, Marylee Battaglia (online).

The meeting started at 12:30 and a quorum was present for both administrative boards and the council. Minutes were approved by a consent vote

Treasurer's report was read and discussed by the council. A summary appears below:

The financial report for the month of May reflected total receipts of \$18,647 which were well below the budget and the prior year. Less than expected May receipts are making up for the greater receipts for the prior four months. Total disbursements for the month were \$32,666 resulting in a deficit for the month of \$14,019 compared to a budget deficit of \$7,345. Disbursements for May, other than normal operating expenses, included \$200 for the purchase of an attendance Ipad, \$630 for semi-annual service agreement for the heating and air conditioning systems, \$1,014 for second half of real estate taxes and \$2,003 for annual workmen's compensation insurance premium. Total board disbursements were about \$3,360 less than the budget. The year-to-date report showed total receipts of \$257,179 compared to \$206,266 for the budget and \$250,064 for 2020. Total disbursements for the five months were \$151,868. The resulting net operating surplus as of May 31 was \$105,311 or about \$65,180 greater than budget. With a deficit of \$20,922 for the annual budget, the current operating surplus should be slowly depleted over the next seven months. Designated Fund activity for May included donations of \$200 for meals for Artists Helping the Homeless, \$200 for Strengthening the Church and \$5,945 for Malawi Mother's Day. Disbursements during May included \$319 for meals for Artists Helping the Homeless, \$4,530 for restoration of the front garden using a prior year donation from the Garden Club and from the Pemberton funds, \$15,015 for parking lot, driveway and sidewalk repairs, \$2,373 for installation of speakers in the narthex and \$1,317 for the monthly donation to Alliance for Returned Citizens. The Garden of Life received \$3,000 from the sale of three niches. Memorials added donations of \$1,080 and the Garden of Life Endowment added donations of \$1,500 from the sale of three niches. Earnings of \$179 were added to the various endowment and contingency funds. Changes in investments during May included the transfer of \$25,000 from the Vanguard money market account to cover the Designated Fund disbursements and the reinvestment of earnings of \$179.

Financial reports are on file with the treasurer.

Board Reports:

Property Management- Continuing issues with sump pump in water damage area. Pursuing fixes

Outreach- Since they are unsure about the Christmas in July activity due to a variety of factors, and there is currently \$10,000 in the fund, there will be no Christmas in July this year as it stands now. No need to raise more money at this point with \$10,000 already raised.

Old Business:

1. The council voted to have masks be optional beginning July 4th with the following guidelines:
 - a. Children under 12 and unvaccinated people must wear masks at all times, b. Everyone must wear a mask when entering and exiting the building, but vaccinated people may take them off in the sanctuary during church.
 - c. The liturgists will also begin reading in person as well.
 - d. Singing is still on hold for a few weeks while the impact of this move is evaluated.Motion made by Martha Wofford, seconded by Jayne Quimby, PASSED
2. Mark Holland gave his report of the town hall meetings and summary to the council. A copy will be in the Crier for everyone to read.
 - a. Several task forces will be set up in the next couple of weeks to pursue items from the meetings.
 - i. Kitchen and social hall Task Force-Martha Wofford chair
 - ii. Water damaged area-Bill Sanderson chair
 - iii. Sanctuary redo-Cindy Burgdorfer chair
 - iv. Roof-Chad Leabo chair (PM)Expect to be contacted by one of the chairs to serve on one of these.
3. The council discussed and recommended by a unanimous vote to the admin board that the new job description of Connections Coordinator be accepted on a motion by Martha Wofford, Jayne Quimby seconded.
4. A discussion was held on the merits of retaining Mark Holland for another two months (July, August) to get us through the task force phase and into the actual capital campaign phase of our capital campaign. After much discussion, Harry Morrison made the motion and Mickey Gehring seconded that we keep him for two additional months with the option to extend, and pay him from the General Endowment interest. That additional amount will be repaid from the proceeds of the capital campaign, which is standard procedure for paying consultants on church projects as well as private projects. This makes his two months consulting fee a loan against the spendable interest of the General Endowment. This motion passed the council as a recommendation to the administrative board.

New Business

1. Martha brought up the idea of new chairs for the social hall. There will be one sample chair in the narthex for us to sit in next week to try out. These will be paid for via a donation, so no motion needed.

2. The council formally appointed Jayne Quimby as Financial Recorder, Allan Weil as Treasurer, and Russ Townsley as Recorder for the upcoming year. Harry Morrison made the motion and Mary Penrose seconded,

The council meeting was then adjourned at 1:59

**Colonial Church in Prairie Village
Administrative Board Minutes
March 21, 2021**

Attending: Bill Sanderson, Ken Werne, Bob Burgdorfer, Harry Morrison, Aaron Roberts, Allan Weil.

The meeting was called to order at 2:05. There was a quorum present

The minutes and treasurer's report were both approved by consensus vote

Old Business

1. The board then voted unanimously to take the council recommendation of retaining Mark Holland for July and August and paid to him as a temporary loan from the General Endowment interest. This will be repaid from the proceeds of the capital campaign. Motion made by Harry Morrison and seconded by Ken Werne.
2. The board then approved Joseph Kern's hourly rate of \$18/hour for his role as media and graphics coordinator on Sunday mornings and for special events. This is separate from his salaried position as organist, and was recommended by the Board of Worship. Motion made by Harry Morrison and seconded by Bill Sanderson
3. There was a discussion (no motion) on the final split of the annual Pemberton Donation between the church operational budget and Outreach. Final decision to be made at July meeting. The Pemberton Committee will also make recommendations to the admin board at the July meeting.
4. The Board entered executive session to discuss personnel. The board returned from executive session and voted unanimously to accept the council's recommendation to accept the Connection Coordinator's job description. Related funding measures were included in the discussion. Motion made by Ken Werne seconded by Harry Morrison

With no other business before the board, the meeting was adjourned at

2:25 Bill Sanderson, Moderator and part time minute taker