

## Colonial Church in Prairie Village

### Council Minutes

April 19, 2020

Attending: Ancel Neuburger, Harry Morrison, Bill Sanderson, Ken Werne, Mary Penrose, Heather Brasel, Elizabeth Uppman, Marylee Battaglia, Jim Cook, Kathi Cook, Stacy Kern, Charlotte Drayer, Aaron Roberts, Julie Luttmann, Allan Weil, Russ Townsley.

Due to social distancing policies in force in response to the COVID-19 pandemic, the meeting was held utilizing Zoom. Ancel opened the meeting at 12:05.

**Minutes** -- The minutes of the March 22 meeting were approved without dissent.

**Treasurer's Report** -- Allan reported on financial activity in March. Total pledge receipts were \$28,575 and total receipts were \$29,530 both of which were slightly greater than the budget and about even with the prior year pledge receipts and total receipts. Total disbursements for the month were \$32,229 resulting in a deficit for the month of \$2,698 compared to a budget deficit of \$8,734.

Other than normal operating expenses, disbursements included a quarterly payment of \$4,029 for the second installment of property and liability insurance. Utilities were about \$400 less than prior year due to milder weather and the savings from the solar panels. As a result of getting a new copy machine in January, a refund check of \$1,073 was received representing an adjustment of the billing for the prior machine. The negative expense amount for Parish Life represents the proceeds from trivia night.

The year-to-date report for the three months ended March 31, 2020 reflected total receipts of \$201,522 which was about \$34,550 greater than the budget primarily due to the early receipt of several annual pledges. Total disbursements of \$100,065 were slightly less than the budget. The net operating surplus as of March 31, 2020 was \$101,458. Activity in the Designated Funds for March included donations of \$180 for One Great Hour of Sharing and \$847 for the youth trip. Earnings of \$895 for March were added to the endowment funds. The only change in investments during March was the movement of \$20,000 from checking to the CrossFirst Bank money market account. Financial reports are on file with the treasurer.

**Payroll Protection Plan Loan** -- Ancel reported the application could not be filed before funding was committed, however a second round of funding is expected to be approved this week. He and Allan are working on having documents ready to submit when the next round is available.

**Annual Meeting** -- Ancel announced the meeting will be June 14 and probably involve some type of digital participation. He reminded Board Chairs that reports are due to Heather by April 30. The slate of officers has been finalized:

Moderator	Bill Sanderson
Assistant Moderator	Valerie Cable
Admin Member at Large	Bob Burgdorfer
Christian Education	Brook Carson
Outreach	Stacy Algren
Stewardship	Kelly Hansen
Worship	Cindy Burgdorfer (co-chair with Marylee Battaglia)

Kathi Cook announced that Martha Wofford has been elected President of Colonial Women.

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**Lower Level Moisture Issues** -- After an inspection of the property, a structural engineer found no issues but suggested several steps to divert water from the foundation. Property Management is following up on cleaning gutters and downspouts, installing window well covers, checking sprinkler head placement and direction and engaging Atlantis Drainage Solutions to make suggestions regarding the ground slope around the building. Atlantis has been used and is recommended by several members. In addition, an environmental inspection is being done. The cost is estimated to be \$2,500. Since it is not anticipated, Property Management Major Maintenance will exceed budget.

### **New Business**

**COVID-19 Impact** -- The Council discussed the impact several times during the meeting. These discussions are recapped below:

- Zoom Meeting/How the Church Does Business. Ancel encouraged Council members to consider methods the pandemic has caused us to try as alternative methods for the future.
- Aaron shared a new “touch report” that includes facebook and youtube worship statistics, facebook likes and other previously unreported (often electronic) interactions with our community which he believes presents a more accurate measure of Colonial’s community footprint in today’s digital society.
- The Admin Board will consider waiving rent while the building is closed. The consensus was this is the right thing to do.
- In response to Harry, Allan indicated that Colonial receives \$10,000 a month in electronic pledge payments. In addition, prepaid pledges are sufficient to cover normal expenses into the fall.
- A discussion on steps that might be necessary prior to resumption of worship and other activities included agreement for Property Management to purchase Purell dispensers in anticipation. Aaron shared communion procedures adopted in Boston. While preliminary, the discussion raised topics for Board Chairs to consider in preparation for the church again being open.

**Candidate in Care** -- Aaron recommended the Council recommend Kelly Hansen for ordination. She submitted an outstanding Statement on Ministry. As a hospital chaplain, a call to ministry is not necessary. The Council approved the recommendation without dissent.

### **Board Reports**

**Community/Member Development** – Elizabeth reported the topic of the Shawnee Mission Post article was to be Easter, but it was changed at the last minute to Colonial’s Care Partners. The article drew the attention of KMBC-TV who did a story on the program for the 6:00 pm news.

**Parish Life** – Mary reported that with spring activities cancelled, the Board is looking forward to the fall. The Board is working with Artists Helping the Homeless to provide sack meals to those in need in our community.

**Property Management** – Jim reported that work continues on several fronts. Edson is doing several maintenance projects while the building is closed. A mechanical (HVAC) inspection was completed without issue. He has not received the bid from the third contractor recommended for the Heritage

Room Kitchette upgrade. The Board is looking into installing a 6-8 camera interior security system. The cost and funding source have not been determined.

**Worship** – Charlotte explained that due to COVID-19 precautions, arrangements for volunteers or the florist to deliver the Easter lilies could not be made.

**Stewardship** – Stacy reported the committee will meet again as we draw nearer a Capital Campaign or the Pledge Drive.

There being no other new business, the meeting was adjourned at 1:10 pm.

*Russ Townsley*, Clerk