

**Colonial Church in Prairie Village
Council Minutes
August 16, 2020**

Attending: Bill Sanderson, Ken Werne, Mary Penrose, Elizabeth Uppman, Jim Cook, Valerie Cable, Brook Carson, Stacey Algren, Kelly Hansen, Cindy Burgdorfer, Bob Burgdorfer, Martha Wofford, 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. Bill opened the meeting at 11:30.

Minutes -- The minutes were approved

Treasurer's Report -- The financial report for the month of July reflected total pledge receipts of \$24,254 and total receipts of \$24,472 both of which are less than budget and prior year. Receipts from interest were \$380 less than the prior year due to substantially lower rates of interest on money market funds. Total disbursements for the month were \$28,910 resulting in a deficit for the month of \$4,439 compared to a budget deficit of \$709. Other than normal operating expenses for the month, disbursements for July included \$160 for a computer monitor for Heather to work at home, \$70 for a forehead thermometer and \$922 to repair the air conditioning system. Utilities were \$600 less than the prior year. Due to a provision in the coronavirus legislation earlier this year, a special employee retention credit available for the employer's share of the social security taxes that basically offset Colonial's expense for payroll taxes of \$1,766 for the quarter ending June 30. Total board disbursements were less than budget.

The year-to-date report as of July 31 reflected total receipts of \$299,473 compared to \$285,000 for the budget and \$293,556 for 2019. Total disbursements for the seven months were \$225,755 resulting in a net operating surplus as of July 31, 2020 of \$73,718 which is about \$35,300 greater than budget. Designated Fund activity for July included donations of \$1,200 for the Food Pantry and meals for Artists Helping the Homeless and donations of \$575 for Crosslines. The Outreach Endowment Fund disbursed from income \$1,533 for El Filon teacher salary for July, August and September and \$2,000 was transferred from the Maintenance Endowment investment income to the Heritage room kitchen remodel. The only change in investments in July was transferring \$25,000 from the Vanguard operating money market fund to checking to cover the kitchen remodel and lower level moisture project disbursements. Earnings of \$270 for July were reinvested in the various endowment funds.

Expenditures in July for the Heritage room kitchen remodel were \$10,316 which have been covered by a donation of \$4,100 from Colonial Women, a transfer of \$3,100 from Memorials, a transfer of \$1,000 from the wedding committee, a transfer of \$2,000 from the Maintenance Endowment investment income and a charge of \$116 to Property Management maintenance budget. An additional \$550 was disbursed in connection with the lower level moisture project. Total disbursements as of July 31 for this project were \$11,370 which have been covered by transfers from the Pemberton gift funds. Financial reports are on file with the treasurer.

Valerie asked about the pandemic impact to date on Colonial's financials. Allan indicated the impact has not been significant to date. He projected lower pledge receipts moving forward, but noted that expenses had also been reduced.

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Aaron's Report – Aaron noted the mental health impact the pandemic is having on the community. He is fielding 3-4 mental health related calls a week compared to 3-4 a month previously. Calls are coming from both the Colonial and wider communities. Discussion followed on how to provide him support and back-up. He also reported the staff is working on identifying back-ups should someone get sick.

Nick Herbst is putting together an Eagle Scout project he'd like to do for Colonial. Aaron asked for suggestions. He also advised the church office hours will follow the Shawnee Mission School District in-building class schedule.

Old Business

Aaron's Anniversary – The Council went into executive session to discuss an appropriate way to honor his anniversary. Due to many things going on Gathering Sunday, the event is being moved to a later date. Aaron is planning on taking a sabbatical in 2021.

Pemberton Funds -- Bob will chair a committee to reach guidelines and/or suggestions on the use of this ongoing funding consistent with the donor's interest. Janet Weiblen, Elizabeth Uppman and Martha Wofford agreed to be on the committee.

Capital Campaign Projects -- Harry had suggested to Bill that the projects be priced out and bundled for a possible grant. Jim indicated that he would get prices to the list of projects proposed earlier this year. He will also give the list to Bob for possible funding from the Pemberton Funds.

New Business

YMCA School Pod – The YMCA inquired about the use of Colonial for a classroom pod for students whose parents did not want them to attend classes at the school, but who were until to home school them during the day. Bill notified the Council of the proposal and its progress. While the general sentiment is this project fits Colonial's mission and facility, the requirement for a code footprint will prevent it this semester. Preparation and approval of a code footprint will take longer than the time available before classes begin.

Colonial's building probably was qualified when a Montessori School operated in the lower level, but any documentation has been purged. Discussion followed on cost and whether to do the work before or after any renovation of the lower level. The consensus was to contact George Lafferty about preparing a code footprint.

Board Reports

Property Management: Jim reported the Heritage Room Kitchen is essentially complete and looks great. They decided to keep the existing range, so the project will come in under budget. Regarding the Lower Level, he met with the structural engineer and George Lafferty. The engineer felt directing water away from the building and tuck pointing the cracks was all that was needed on the foundation. Jim noted that tuck pointing the exterior bricks including those below grade was also in order.

Outreach – Stacey reported the Board met via Zoom and approved the Parish Life/AHH food project. The annual drive for toothbrushes for Wyandotte County schools has been shifted to pencil cases this year. Colonial's Black Lives Matter focus group joined the Board's Justice and Witness team. Due to the death of Brad Fairchild, Patti Kluding will be stepping aside as Group Leader for a while.

Stewardship – Kelly reported the Board met via Zoom and talked over several theme suggestions from Jan Parkinson. The Board will meet again August 31 to decide. She also asked the Boards to make sure any congregational funding appeals are coordinated through Stewardship to avoid over asking.

Colonial Women – The rummage sale is being moved to the spring (April 11) to accommodate the recipients. This year, the collection will be one day with donations taken to recycling retailers (no on-site sale).

Worship – Cindy reported that with positive test results (7½%) still above guidelines (5%), the decision to return to in church services has been delayed to mid-September. Allan asked if a new vendor had been identified to tune the organ. Cindy or Marylee will check with Joseph and report next month.

There being no other business, the meeting was adjourned at 12:55 pm

Russ Townsley, Clerk