

## Minutes

Kent United Church of Christ Council Meeting (via Zoom)

January 5, 2021

**Present:** Jaime Baughman (moderator), Don Bubenzer, Karen Carmany, Becky Dunlap, Glenn Hanniford, Barb Hanniford, Kay Hansford, John Hetrick, Warner Mendenhall, Jeff Roeger (vice moderator), Terri Silver, Julie Wallace, Barb Werstler, Sue Otterson (guest), Sally Saltzman (guest)

Jaime opened the meeting at 7 p.m. by reading our mission statement. Our two agenda items were the 2021 budget and Pastor Kim's call agreement.

### Minutes Approval

The minutes of our December 29 meeting were approved (Kay, Glenn).

### 2021 Budget

Kay had distributed a revised budget worksheet. As of January 5, our total income for 2020 was \$457,979. Expenses paid through the PPP loan were added in the appropriate budget categories. Expenses totaled \$403,502. Our surplus for the year was \$54,477, thanks to the PPP loan. She had talked with John Ryan, who did not yet have an answer about the paperwork needed to seek loan forgiveness.

Turning to the proposed 2021 budget, Jaime said that ministries did respond with changes. The difference between projected income and expenses, even with increases in income and budget reductions, was about \$70,000. This is not a problem that we can solve in the next few days, when the proposed budget needs to be available to members. We cannot approve the proposed budget as it now stands.

*A motion was made to approve the proposed 2021 budget dated January 5, 2021 (Glenn, Barb W.). The motion was defeated.*

In the ensuing discussion, questions and comments included the following:

- Our custodian has been retained for several reasons, including doing deep cleaning and serving as a building presence.
- Our proposed income for 2021 is less than for 2020. The congregation needs to understand the reasons for this decline. This also presents an opportunity to seek increased commitments.
- Follow-up has been done with those who pledged last year but have not this year. Further analysis of our pledge results will be done by the Stewardship Ministry at their next meeting.
- The loan for sanctuary lighting is a five-year line of credit at a 5% interest rate.
- Perhaps some portion of the surplus could be used toward our 2021 budget, although that has not been our past practice when we have had a surplus.
- In the future, we might consider asking staff members to contribute toward their health insurance costs as many other organizations do.
- Our nursery attendant was paid throughout the pandemic but will not be paid starting in January until we resume meeting in person.

After considering options and next steps, the following motion was made (Dick, Jeff):

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*We move that we present to the congregation a budget which further reduces by 10% all non-salary and benefit expenses shown on the January 5 proposed budget. Salaries and controllable benefits would remain at the 2020 level. Further, we seek authorization to review our finances quarterly and move toward our January 5 proposed budget as finances allow.*

This motion passed. Kay and Dick will revise the figures, and Sally will also review the results before it is sent to the congregation in advance of our congregational meeting.

### Call Agreement

After further discussion about Kim's call agreement, the following motion was made (Becky, Dick):

*We move that we present to the congregation a modified call agreement for Kim Nagy. It will not include increased salary or benefits at this time but will keep in place the housing allowance breakdown, payment of the Social Security offset, and all non-monetary benefits such as family leave.*

Motion passed.

### Other

- We agreed that if we get more income, Council will make the decision about its use, with input from the Finance and Budget ministries.
- After the congregational meeting on January 24, the Budget Committee will need to go to work.
- Jaime will draft a cover letter to accompany the budget and call agreement summary.
- Jeff will present the budget at the congregational meeting. He welcomes any input and suggestions.
- For the next round of PPP loan applications, organizations will have to show a 25% or more decrease in revenue for at least one quarter between 2019 and 2020.

We bid goodbye with our thanks to those whose Council terms were ending: Warner Mendenhall, Kay Hansford, Don Bubenzer, and Terri Silver. We also thanked Jaime Baughman for her outstanding work as our moderator.

The meeting was adjourned at 8:40 p.m. Our next regular meeting will be **Tuesday, January 26** at 7 p.m. via Zoom.

Respectfully submitted,

Barbara Hanniford, Clerk