

LEADERSHIP COUNCIL MEETING SUMMARY – NOVEMBER 2020

The Leadership Council met for our regular meeting via Zoom teleconference on November 18. A summary of discussions and actions are highlighted below.

Financial Report: The financial report was presented. October ended at negative \$44K. We await the loan forgiveness of PPP funds which is roughly equal to our shortfall YTD. Pledge revenue continues to hold strong for operating funds, but cannot make up for the lack of Facility, Plate and Other Gifts revenue. All Revenue is \$63K below budget YTD. Expenses are below budget, but that is a good thing. When the PPP funds cancel out our YTD negative balance, we still have \$23K in reserves that we can tap. If we average less than a \$12K loss in each of the last 2 months, we could finish the year even.

Budget Update: The Budget committee is working on balancing the budget with the current pledge totals and projected expenses for the coming year. Pastor Ben is in the process of composing a letter to send out to members and friends of the church describing where we stand with the pledge drive and the budgeting process. It is the hope that the letter will encourage people to increase their pledge or make a pledge.

Employee Handbook Policy Change: Pastor Ben reported that churches are exempt from participating in unemployment insurance. Council approved the motion to add the following item to "Termination of Employment" section of the Employee Handbook: "Churches are exempt from the requirement to pay unemployment taxes in California. Therefore, employees who are terminated are ineligible for unemployment benefits."

Burbank Heights and Inter-Church Food Pantry Boards: Pastor Ben reported that the church is affiliated with and has members on both the Burbank Heights and Food Pantry Board. He recommended that the Bylaws of each of those organizations be reviewed to make sure that they are being followed and to provide accountability. It was agreed that Pastor Lacey and Joyce Cox will contact Nancy Shimetz (nominating committee chair) to reach out to and check in with the current board members from our church.

Care and Fellowship: Pastor Rachel is making sure that her teams and committees are covered while she goes on her Sabbatical leave.

Facilities: The commercial ovens and heating systems have been repaired in Memorial Hall. Tree limbs threatening the roofs in Fellowship Hall and our school have been trimmed. Gutter cleaning will start this month. Health and Safety will meet again in January. A work day was held on November 7 to remove overgrowth on the east side of the church. Homeless debris has been removed. Several new volunteers have committed to helping on grounds projects a couple times a month. We are very grateful for this assistance.

Outreach: A master planning application for the Conestoga Huts Project was sent to the City of Sebastopol. The various departments are reviewing the request and have set up a zoom meeting with the church on December 1.

Faith Formation: Another Safe Church Training will be held on Saturday November 22 from 1-3 PM on Zoom.

Personnel: The Personnel committee continues to search for a new bookkeeper.

The congregation is invited to discuss these items as well as any other issues, concerns, ideas or appreciations to any of the Council Members. The Council Members are:

Michael Ott – Moderator

Kathy Bell – Council Officer for Personnel

John Henel – Council Officer for Finances

Larry Stallings – Council Officer for Facilities

Joyce Cox – Council Member for Outreach

Larell Fineren – Council Member for Faith Formation

Bobbie Johanson – Council Member for Care and Fellowship

Linda Roa – Council Member for Worship and Arts