

Sylvania United Church of Christ

Cabinet Meeting Minutes

July 13, 2022 – 6:00pm – in Person, in Chapel/Hybrid

Attendance: Steve Long (Moderator), Jeanne Brockmyer (Clerk), Nancy Wellman (Co-Chair, Chancel), Kelli Michael (Health Ministries), Russ Miller (Faith Formation), Mary Meadows (Minister of Faith Formation), Kate Russell (Membership), Irland Tashima (Co-Chair, Trustees), Steve Ritzert (Co-Chair, Outreach), Mark Stender (Congregational Life), Sheila Banerji (Diaconate)

Opening Prayer – Steve Long shared an opening prayer at 6:04 PM.

1. Approval of the June 13, 2022, meeting minutes: Motion made by Kelli to accept the minutes as distributed, seconded by Nancy, unanimously approved.
2. Steve recognized and welcomed the new Cabinet.
3. Review June and YTD 2022 financial report – Steve presented a report prepared by Jason Strasser. Overall, we finished the first half of the year strong with June adding \$8,700 to our net annual surplus. This was primarily driven by better than budgeted operating giving. For the first half of the year our net surplus was \$39,000 driven primarily by (1) better than expected operating giving (2) slightly lower personnel expenses and (3) lower program spending. The increased operating giving is partly due to several large pledges being paid fully in the month of January. The approximate impact to the second half giving could be around \$15,000. Jason continues to be cautiously optimistic about the remainder of the year.
4. Brief Overview and Look Ahead– Steve and others
 - a. COVID Committee: Lucas County just reached green (good) status. The Covid Committee is currently inactive, but available to become active again if needed.
 - b. SPST/PRC transition: The Senior Pastor Support Team has fulfilled its mission and the new PRC will now assist the Senior Pastor, particularly with any personnel issues. Moderators will continue regular meetings with the Senior Pastor.
 - c. Personnel Policy: Document is almost complete and Steve will send it out to Cabinet for review. The intention is to affirm the policy at the next Cabinet meeting.
 - d. Financial Policy: The Trustees are working on this document. Jason and Christy need to be involved in this process. There may be suggested amendments to the bylaws.
 - e. Bylaws review committee: The committee has had one meeting and more will be scheduled.

f. Capital Improvement Program (CIP): This is getting underway after the congregation endorsed the program at the midyear meeting. Three committees will be formed as recommended.

g. Preschool New Tenant GLCAP (Great Lakes Community Action Partnership): The Head Start program is moving into our downstairs space and will be operating starting September 6th. A freezer from the kitchen is temporarily in Wright Hall. It was displaced by Head Start's new commercial freezer. A decision needs to be made about a permanent location for our freezer.

A keypad will be installed at the Head Start entrance (lower level). New sinks may be installed, depending on the cost. A storage unit (shed) will be put in our parking lot. Fencing for a play area will soon arrive. Two trees were taken out to make way for fencing. The Green Team will be consulted on replacements. Head Start will be installing its own Internet service.

So far the interactions with Head Start have been positive. They are paying monthly. We need to keep an eye on our energy costs.

h. LPGA Parking Aug 29 – Sep 4: Volunteers are needed.

i. Drop-in dinners: Will resume in September. Boards are asked to sign up for a month to sponsor/carry out the dinner. A program can be scheduled following the dinner, either by the sponsoring board or another Board.

5. Web site visibility and vibrancy: Jennifer would like to increase the visibility and vitality of the presentation of programs on our web site. She would like input from each Board. Sheila asked if we could get access to past pages. Mary stated that the previous web site company had been asked to provide the archived pages, but it is unclear if this will happen. Some of the old content is still on the web site. Our web pages are not set up by Board and not all Boards currently have any presence on the web site. Diaconate is monitoring some web site statistics that are in the context of its mission. Other Boards could do the same. Statistics will be easier to get with our new web site. We can easily get statistics from our Facebook page. The web site is a living entity and we need to keep developing it.

6. Brief reports:

Trustees: The LGBTQ banner was quickly stolen. Trustees intend to put up another banner. They will buy smaller, less expensive models. Bridget is doing a really good job organizing things in the office and should be congratulated. The grant to replace our solar panels was not funded so we need to find an alternative way of funding that project. The panels are degraded but functional and new panels would be substantially more efficient.

Faith Formation: The new Board has had one meeting. They decided to restart the Chidester lecture series.

A family gathering will be held. Called "Feed 'em and listen," it will help us adapt our programs to meet family needs.

Pastor Mary: Vacation Bible School is in 2 weeks (7/25-7/28, 9-11:30). Volunteers are needed, particularly to serve as shepherds.

7. New Business: Mark asked when we will be passing the offering plates again. He noted that our loose cash income has decreased.
There is some money in the Bazaar Fund. What will be done with that?
Steve suggested that the women of the church need time to regroup and decide how to spend the money they raised.
8. Pastor Mary gave the closing prayer at 6:55.

Minutes respectfully submitted by Jeanne Brockmyer, Clerk.