Chalice lighting and opening words – 7:00 JK

Check in

Present: MEJ, SW, JT, DN, JK, KK, KF, DP, EP

Voluntary minute taker is EP

Approval of minutes from the Oct 23, 2019 BOT meeting motion KF 2nd SW Vote Aye

Approval of liaison reports motion SW 2nd JK Vote Aye

Minister’s Report any discussion items

Approval of Children and Youth Faith Development CAR and Master list motion: Hold until further structuring can be decided upon.

Data storage report
  • Looking into a steady place to archive digital documents (records, photos, documents, etc.).
  • Mark Draa and Joyce Kepner are evaluating moving info to Google Suites.

Buildings and Grounds Committee
  • Need to restart the committee.
  • Looking to send out an invite to interested parties to see how a committee could be organized. They would also create a CAR document and Master List for the committee.
  • Committee would be tasked with coming up with an improvement strategy, making repair calls, getting bids on projects, and approving budgets/keeping to the budget.
  • Rentals: currently suspended and should not be added to B&G, led to burn out.
  • Pat is spending more time on maintenance than the 10 hours he is charging us.
  • New system for suggested improvements? Emails prove unsuccessful for some and people want to be off duty on Sundays.

Current policies
  • JK and EP worked to make any changes to policies. Some policies were sent to appropriate committees and teams to look over.
  • Policies will be sent to board members for an e-mail review and vote.

Partnership Governance – next steps
  • Board will create a subcommittee to work on the next steps in restructuring bylaws and policies.
  • Looking to streamline committees and teams into larger categories.
  • Addition of board secretary/clerk to board officers.
  • A presentation (similar to the one at the leadership meeting) on policy governance for January Congregational Meeting.
Financial statement presentation (Led by MEJ)

- There was a detailed review of the church financial statements for the 4 months ending in October 31, 2019. There was also a discussion on the accounting method used and how to read and understand the statements.
- Any pledges for the upcoming year (2021), will be held until that year (2021).
- Revenues come from cash (pledges, plate, etc.) as well as Bellwood.
- Increase in Minister expenses attributed to moving costs.
- Building operation currently under budgets.
- Interest expenses down. Debt under control.
- Insurance expenses down.
- Balance sheet: lists assets, liabilities, and equity.
- Discussed options to create more understandable budget presentation or breakdown for pledge season.

Jan. Congregational meeting

- Potential date of January 19.
- Need to contact groups to move scheduled meetings.
- Option of group presentations from Systemic Change, Memorial Garden, Safety and Green Sanctuary teams.
- Youth Group plans to have a soup sale that day as a fundraiser.

Action steps

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<tr>
<th>Who?</th>
<th>What?</th>
<th>Due date</th>
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<tbody>
<tr>
<td>Dana, CYFD team</td>
<td>Approval of CYFD CAR and Master List</td>
<td>January</td>
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Next meeting agenda items