

**UNION CONGREGATIONAL UNITED CHURCH OF CHRIST
COMMON MINISTRY
MINUTES OF THE MEETING OF FEBRUARY 10, 2022**

Present:

Absent:

Pastors	Bridget Flad Daniels		
Moderator	Tim Harder		
Vice Moderator	Heather Collins		
Treasurer	Sandy Polarek		
Clerk	Gail Hohenstein		
Education	Beth Piontek	Benny Rieth	
Gifts & Memorials	Paco Espinosa		
Inreach & Membership		Denise Olson	
Outreach	Christie Reese	Achim Siefert	
Stewardship	Clay Reese		
Worship	Betty Bienash		
Communications Coordinator	Ruth Homrighaus	Mary Ann Hudson	
JOSHUA Liaison (non-voting)	Jeff Gibson		
Guests	None		

*HOW DOES WHAT WE AS COMMON MINISTRY ARE DOING AFFECT THE
CHURCH'S RACIAL AND SOCIAL JUSTICE WORK?*

Meeting held via Zoom. Moderator Tim Harder called the meeting to order at 6:02 p.m.

Tim and Gail gave a brief orientation to the process for minutes for this meeting and for the various Ministries' meeting minutes. Basically, Common Ministry minutes are first reviewed by Bridget and Tim, after which they are distributed to all Common Ministry members for review. Members are asked to review and respond promptly in order to facilitate better Congregational communication by allowing for prompt posting on the website. Ministries should first submit their meeting minutes to Bridget, and after they are finalized, they will be distributed to Common Ministry members by the Church office. Ministry Chairs distribute minutes to their own members. Having prompt minutes available for review before Common Ministry meetings will streamline the meetings as members will not need to review matters covered in the meeting minutes with Common Ministry.

Gathering Prayer: Christie shared a prayer.

Treasurer's Report

Jeff reported the preliminary Treasurer's report on Sandy's behalf. He distributed the regular financial report (attached). Changes in the reporting process delayed the inclusion of month by month expected revenue in the report prior to this meeting. This will be distributed when completed. Report was approved (Sandy/Heather).

JOSHUA: Jeff reminded us that February 23-24 is Give Big Green Bay and encourages us to make donations to JOSHUA, EPH and other charities as donations on those days are matched.

Additions to the Agenda: None.

Congregational Joys and Concerns: Joys and concerns were shared.

Minister's Report: Bridget has been focused on the administrative duties of her role, including working with Eric and Katrina on the Annual Report and with Katrina on year-end reporting. She has also spent time with a couple of vendor concerns as well as with COVID contact tracing. She reviewed the terms of her call which provide for a certain number of

Sundays away for specified reasons, and asked for approval for 2022 to re-allocate the Sundays away without increasing the total number. There was no objection raised. She also expressed gratitude to the UCC for selecting her application to be part of the Minister's Financial Vitality Initiative, which is a 3-year program to provide personal financial tools and also provides for cash grants at each program year's completion. Last, she has been asked by the Neville Public Museum to be part of a "Herstory" exhibit on influential women in Brown County which will be on exhibit through November.

Clerk's Report

The minutes for the regular meeting of January 13, 2021 were approved (Betty/Beth). Draft Annual Meeting minutes have been distributed to Common Ministry for review.

New Business

- **Annual Resolutions:** Bridget talked through the banking resolutions and the housing resolution and the changes that have been made. The following resolutions were approved (Heather/Christie):

BE IT RESOLVED THAT

Bridget Flad Daniels, Senior Pastor and Sandra Polarek, Treasurer, of Union Congregational United Church of Christ ("Church"); are hereby authorized to make withdrawals from the Church's line of credit account (#XXXXX) with Associated Bank, N.A. ("Bank") and all such persons are granted access to all information and records pertaining to such account; and Bridget Flad Daniels, Senior Pastor; Sandra Polarek, Treasurer; Tim Harder, Moderator; and Clay Reese, Stewardship Ministry Chair of the Church are authorized to sign checks and make withdrawals from the Church's checking account (#089510587) and money market account (#XXXXX) with the Bank and all such persons are granted access to all information and records pertaining to such account; and

Bridget Flad Daniels, Senior Pastor and either Tim Harder, Moderator; Clay Reese, Stewardship Ministry Chairperson; Sandra Polarek, Treasurer of the Church are hereby authorized to sell, assign and endorse for transfer, certificates representing stocks, bonds, or other securities now registered, or hereafter registered in the name of the Church; and all such persons are granted access to all information and records pertaining to such stocks, bonds or other securities.

Bridget Flad Daniels, Senior Pastor; Tim Harder, Moderator; Clay Reese, Stewardship Ministry Chairperson; Sandra Polarek, Treasurer; and Katrina Catteruccia, Financial Secretary of the Church are hereby authorized to sell, assign and endorse solely for the purpose of transfer into the Church's checking account (#XXXXX), certificates representing stocks, bonds, or other securities now registered, or hereafter registered in the name of the Church and are granted access to all information and records pertaining to such stocks, bonds or other securities.

Katrina Catteruccia, Financial Secretary of the Church is granted access to all information and records pertaining to the above-named accounts.

BE IT RESOLVED THAT

Bridget Flad Daniels, Senior Pastor, and either Tim Harder, Moderator, Clay Reese, Stewardship Ministry Chairperson, or Sandra Polarek, Treasurer, are hereby authorized to sell, assign and endorse for transfer, certificates representing stocks, bonds, or other securities now registered, or hereafter registered in the name of Union Congregational United Church of Christ; and are granted access to all information and records pertaining to such stocks, bonds or other securities.

Katrina Catteruccia, Financial Secretary is granted access to all information and records pertaining to such stocks, bonds or other securities.

BE IT RESOLVED THAT

Bridget Flad Daniels, Senior Pastor, is hereby authorized to sign checks and make withdrawals from the Church's checking account (#XXXXX) with Associated Bank, and is granted access to all information and records pertaining to such account.

Katrina Catteruccia, Financial Secretary is granted access to all information and records pertaining to such account.

And,

Whereas, Section 107 of the Internal Revenue Code permits a minister of the gospel to exclude from gross income (in computing federal income taxes) a church-designated allowance paid as part of their compensation to the extent it is used by for actual expenses in owning or renting a home; and

Whereas, the Rev. Bridget Flad Daniels is compensated by Union Congregational United Church of Christ exclusively for the services as a minister of the gospel; and

Whereas, Union Congregational United Church of Christ does not provide the Rev. Bridget Flad Daniels with a parsonage, therefore, it is hereby resolved that:

the total compensation for housing and salary paid to the Rev. Bridget Flad Daniels for calendar year 2021 shall be \$78,043 of which \$33,559 (43%) is hereby designated to be a housing allowance, and

the designation of \$33,559 as a housing allowance shall apply to calendar year 2022 and all future years unless otherwise provided.

- Assistant Pastor Search Process: Bridget discussed the proposed process for filling the open half-time Assistant Pastor position. She believes that the most appropriate allocation of pastoral responsibilities is for the Assistant to focus on Community Engagement and Outreach to support the significant congregational energy in those areas, as well as potential for attracting new members. Bridget would retain the responsibility to focus (among other things) on Faith Formation. She anticipates having a session with the Congregation for conversation and dialogue about the position. A small group will be gathered to assist with further role definition and the search process, which will be a “hire” vs. a “call.” It is anticipated the group will include Heather (Vice-Moderator), Ryan Rieth (Personnel Committee), both of whom were on the Priorities and Budget Team, and representatives from the Outreach and Inreach/Membership Ministries.
- Suggestions for NE Association and Wisconsin Conference Delegates: Spring meetings will be held April 30 for the NE Association (in-person vs virtual TBD) and June 10-12 in Green Lake for the Wisconsin Conference. Bridget described that the responsibilities of the delegates are to approve a budget and to interact with other UCC folks. Sandy mentioned there are usually excellent workshops at the WI conference meeting. Please let Tim or Bridget know if you would like to go or if you have suggestions.

Continuing Business

- In-Person Ministry Task Force: The team met to discuss current COVID status. Numbers are going down and looking positive, though Brown County remains at critically high levels of disease transmission as defined by the WI DHS. They will host a listening session via Zoom open to all of the Union family on February 20 discuss the Congregation’s comfort with returning to attending church in person with appropriate precautions. The Task Force will also be looking forward to consider when and how we can safely begin to reduce some of the precautions.
- Space Ministry Task Force: DeLeers is still working to schedule a contractor walkthrough. Bridget is working to set up meetings with potential capital campaign consultants.
- Employee Testing Requirement: Will be continued.
- Generosity Team Update: The team’s next big project will be a spring campaign with an emphasis on those donors who do not currently pledge.
- Prayer Sign-up:
 - March - Betty
 - April - Heather
 - May - Christie
 - June - Tim

Ministry Reports

(Ministries are asked to report only items not covered in their minutes or which may need additional explanation or approval.)

EDUCATION

The group is considering a 100-day devotional which would begin on Earth Day and last through July with an outdoor emphasis. Details are TBD.

GIFTS & MEMORIALS

No report.

MEMBERSHIP & INREACH

No report.

OUTREACH

There has been interest from congregation members in participating in Afghan guest support.

STEWARDSHIP

No report.

WORSHIP

Planning for Lenten season with the hope that there will be some way to gather in person (potentially outdoors) for Easter.

Communications Report: This has been Website Month. The host issues with the website have been fixed, but a new host is being sought. Revisions to the website are in process now, with the view that the website needs to accommodate the needs of current members, but the main page needs to be helpful and user friendly for folks who are looking for a church community. Lots of thanks to Ruth & MaryAnn for a huge effort in website efforts.

Adjournment

Motion to adjourn was approved. After prayer, the meeting was adjourned at 7:20 p.m. (Beth/Heather).

Respectfully submitted,

Gail Hohenstein
Clerk

Next meeting: March 10, 2022 — 6 p.m. via Zoom
Prayer: Betty

Union Congregational UCC
Treasurer's Report January 2022

<u>Income</u>	<u>2022 Actual</u>	<u>2022 Budgeted</u>	<u>2021 Actual</u>	<u>Surplus Remaining</u>
January	\$58,369		\$80,947	
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Total Giving	\$58,369	\$0	\$80,947	
From Surplus	\$0	\$40,384		\$40,384
Total Revenue	\$58,369			
<u>Expenses</u>	<u>(thru January 31)</u>			
Actual:	\$41,078			
Budget:				
Last Year:				

Comments:

This month, Pledge Income was \$51,831 and Non-Pledge Income was \$2,098. YTD expenses are less than revenue.

Due to revisions in creating a new chart of accounts, the Financial Secretary was not able to complete the process of setting up the month by month budget allocations. This report will be updated to include that information.

Respectfully submitted, Sandy Polarek with assistance from Jeff Gibson