

**UNION CONGREGATIONAL UNITED CHURCH OF CHRIST
COMMON MINISTRY
MINUTES OF THE MEETING OF APRIL 20, 2023**

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	Kathy Baldwin	Daniel Pagel
Inreach & Membership	Denise Olson	
Outreach	Jammie VerGiesen	
Stewardship	Clay Reese	
Worship	Zoe Harkoff	
Communications Coordinator		Ruth Homrighaus, Mary Ann Hudson
JOSHUA Liaison		Steve Hartman
Guest(s)		

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

Meeting held in person in the Chapel Classroom.
Moderator Tim Harder called the meeting to order at 6:05 p.m.

Gathering Prayer: Beth shared a prayer.

Additions to the Agenda: None.

Congregational Joys and Concerns: Joys and concerns were shared.

Minister's Report: In addition to the work that will be reported in the Ministry reports and minutes, Bridget shared her feeling that the entire Holy Week was the best she had ever celebrated here and noted that we are back to or surpassing 2019 numbers of folks participating in the Holy Week services. She is leading a webinar on volunteerism for the national UCC and one of the things they observed is that the churches that are thriving are those where the pastoral leadership and the congregation are in sync. Bridget expressed gratitude for the week of respite after Easter. Much of her time has been expended on the capital campaign.

Clerk's Report

The minutes for the regular meeting of March 9, 2022 were approved (Jammie/Beth).

Treasurer's Report

Sandy distributed the regular financial report (attached). She noted that we didn't have a lot of snow removal this year, but there are some big bills which will be paid in May. The office is continuing to have issues with the program talking to the server. Report was accepted (Kathy/Jammie).

New Business

- **Building Use Guideline Proposal:** Tim noted we have a building use policy but the Conference recently sent out some advice on building indemnification/insurance policies. A small group met and came up with a proposed policy which was then tweaked by Stewardship (attached). The proposal was approved with one modification (Sexton fee plus \$100 building use donation) (Gail/Clay). Gail will work on revising the forms.
- **Jazz Service Funding from the Betty Brown Funds:** Worship request for \$1,000 from the funds donated by Betty Brown to help fund 3 to 4 services over the next year was approved (Zoe/Kathy). There was discussion about memorial gifts of the congregation being part of Gifts & Memorials.

- Juneteenth: Jammie shared that Wendy Woodward has met with We All Rise, and they have asked if we would be interested in helping with Juneteenth on Saturday, June 17 from 12 to 5 p.m. in Johannes Park. Outreach did not have a specific proposal at this time, but wanted to get a sense of Common Ministry's interest in participating. Consensus was that this is something we should consider doing, so Outreach will be fleshing out a more specific plan which may include a grant request from Gifts & Memorials.

Continuing Business

- Capital Campaign Update: The postcard mailing has been sent to all members. Kickoff will be on April 30 with Barbara McClure-Lukens giving a testimonial. There will be a testimonial in worship for the next 7 weeks. While the campaign's purpose is to raise funds for projects, much energy is going into celebrating who and what this church is—how we are unique. Testimonials will reflect on the role of the church in our lives. 24 households will be visited to discuss the campaign and ask if they would consider making an early gift to demonstrate support/momentum for the program. (No donations will be requested in those meetings.) Pledge packets will be sent to the Congregation the week of May 22, and pledges will be requested from the entire Congregation by June 11, when there will be a picnic celebration upstairs in the church hall after worship. RSVPs will be requested as the event will be catered. A devotional booklet (written by Ed Tucker and Lou Norsetter) will be available starting April 30. June 25 will be Celebration Sunday, recognizing that there will (as always) need to be some follow-up for pledges. Stewardship is in the process of nailing down project costs. They will work over the summer to identify the top priorities which will be followed by a special meeting of the congregation to approve the list of priorities if we have to pick and choose between projects. It was agreed that Stewardship should move ahead with some of the "must do" projects; we have already received a respectable amount of money for the campaign.
- Generosity Team Update: Given the capital campaign, Generosity is taking on minimal projects this spring. They created the gratitude garden in the sanctuary and are working to get ready for the annual fall pledge campaign. They are always looking for photos of things that are going on in the church.
- In-Person Ministry Task Force: Met in March and revised the notation in bulletin to follow best practices.
- Door Latches: Please make sure doors are securely latched when you leave the building at the end of meetings.
- Belonging Conversation: How to increase the sense of "belonging" in the congregation. Bridget offered that very often we sit with the people we know. As church leaders we need to be aware of this and try to reach out both in worship and at other events.

Ministry Reports (unless covered in Ministry meeting minutes)

EDUCATION

Need to recruit Faith Formation leaders for the fall.

GIFTS & MEMORIALS

Have received no requests. Working on a newsletter article.

MEMBERSHIP & INREACH

Helping with the kickoff for the capital campaign. Easter breakfast went pretty well. It is anticipated that 10 to 12 people will likely join the Church on May 7. Confirmation Sunday is May 21.

OUTREACH

Jammie. Rummage Sale is May 20; Achim is looking for volunteers for that day and for May 13 to receive donations for the sale.

STEWARDSHIP

Kathy Seifert looking for garden help, hoping that different families will "adopt" specific garden areas to tend. Garden work days are planned for June 4 and 25 after worship. As noted above, they are working hard to get bids for the various capital campaign projects.

WORSHIP

Worship has been focused on Lent and is now excited to focus on new things. Thanks to Kathy Seifert for arranging the care of Easter flowers. This Sunday will be a jazz service with an Earth Day theme.

JOSHUA Report: See Attached.

Communications Report: Working on pieces for the capital campaign. Will work on revising the website this summer.

Adjournment

Motion to adjourn was approved (Denise/Zoe). After prayer, the meeting was adjourned at 7:27 p.m.

Respectfully submitted,

Gail Hohenstein
Clerk

Next meeting: May 11 - 6 p.m.

Upcoming Prayer/Snack Schedule:

<u>Month</u>	<u>Prayer</u>	<u>Snack</u>
May	Bridget	Benny
June	Sandy	
August	Denise	Denise
September	Clay	Clay
October		
November		
December		
January 2024		

Building Use Policy Addendum (as approved by Common Ministry 04/20/23)

Circumstance	Examples	Security Deposit	Indemnification/Hold Harmless	Certificate of Insurance	Payment to church for Sexton time	Facility Use Donation \$100
Member – Rites	Wedding, Funeral, Baptism	N	N	N	Y (if outside of normal church use hours)	N
Member – Reception or other building use attendant to Rites	Reception following wedding, funeral, baptism	N	N	N	Y (if outside of normal church use hours)	N
Non-Member Rite (Sanctuary/Chapel Use)	Wedding, Funeral, Baptism	Y (if outside of normal church service and unless waived by Pastor)	Y (if outside of normal church service and unless waived by Pastor)	N	Y (if outside of normal church service and unless waived by Pastor)	Y (if outside of normal church service and unless waived by Pastor)
Non-Member – Reception or other building use attendant to Rites	Reception following wedding, funeral, baptisms	Y	Y	N	Y (if outside of normal church use hours or special Seton services are required)	Y (if outside of normal church use hours)
Non-Member* Church Facility One Time Gathering – Large Group (>25)	Organization Fundraising event	Y	Y	Y	Y	Y
Member-sponsored Church Facility One Time Gathering – Small Group (<25)	Occasional club meeting	N	N	N	Yes, if Sexton services are required	N
Regular Church Facility Use by a Group of any size*	AA, On the Mark, Suzuki	N	Y (unless waived by Common Ministry)	Y (unless waived by Common Ministry)	Y (if outside of normal church use hours or if Sexton services are required)	Y (Amount may vary)

*An organization to which a member belongs is a non-member as the organization is using the space, not the member as an individual.

App

04/17/23

Current efforts in the ministries of JOSHUA include a wide variety of efforts.

-There is a renewal of the **Environmental Justice Task Force**. New initiatives with **Earth Day Clean Up (May 6th)**, statewide Environmental Justice efforts, and water conservation plans create openings for volunteers who want to help with these efforts.

-Final plans are shaping up for the "**Madison Action Day**" as JOSHUA and other chapters of WISDOM converge on our legislators in the capital on April 27th. Rides are still available for anyone interested in joining this opportunity.

-A statewide **Immigration Task Force** is being formed.

-On May 13th the **Solitary Confinement Tour** is being promoted by the Transformational Justice Task Force. The display of a confinement cell replica will be open at the Resurrection Catholic Church of Green Bay and it is open to the public from 10 AM - 4 PM.

If you have questions or concerns regarding JOSHUA and our efforts, please contact me at your earliest convenience.

Cordially,
Steve

Steve Hartman
920-246-7539 (C)
sbhartman@gmail.com

*What you do stands up and shouts so loudly
that I cannot hear what you say to the contrary.*

Union Congregational United Church of Christ - Green Bay WI
Treasurer's Report as of March 2023 (Treasurer Budget Report)

Thursday, April 20, 2023

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Account #	Account Name	Period Activity	YTD Balance	Budget YTD	Over/Under YTD+(-)	Annual Budget
Incomes						
General Operating Fund						
	Total General Operating Fund	\$31,285.96	\$126,521.80	\$108,273.00	\$18,248.80	\$433,100.00
Stewardship Ministry						
	Total Stewardship Ministry	\$0.00	\$57.68	\$1,125.00	(\$1,067.32)	\$4,500.00
General - Non Operating Fund						
	Total General - Non Operating Fund	\$920.00	\$5,256.26	\$2,511.00	\$2,745.26	\$10,050.00
	Total Incomes	\$32,205.96	\$131,835.74	\$111,909.00	\$19,926.74	\$447,650.00
Expenses						
General Operating Fund						
Administrative						
	Total Administrative	\$6,309.06	\$17,877.80	\$19,350.00	(\$3,133.20)	\$77,400.00
Facilities						
	Total Facilities	\$2,104.41	\$5,746.01	\$11,694.00	(\$5,947.99)	\$40,150.00
Senior Pastor Expenses						
	Total Senior Pastor Expenses	\$13,145.57	\$35,277.97	\$34,455.00	\$822.97	\$141,812.00
Associate Pastor Expenses						
	Total Associate Pastor Expenses	\$0.00	\$8.00	\$24.00	(\$16.00)	\$100.00
Lay Staff Expenses						
	Total Lay Staff Expenses	\$12,466.91	\$36,647.96	\$41,490.00	(\$4,842.04)	\$166,960.00
	Total General Operating Fund	\$34,025.95	\$95,557.74	\$107,013.00	(\$13,116.26)	\$426,422.00
Worship Ministry						
	Total Worship Ministry	\$406.74	\$1,030.06	\$2,079.00	(\$1,048.94)	\$8,300.00
Stewardship Ministry						
	Total Stewardship Ministry	\$0.00	\$0.00	\$225.00	(\$225.00)	\$900.00
Inreach Ministry						
	Total Inreach Ministry	\$19.84	\$152.49	\$819.00	(\$666.51)	\$3,275.00
Education Ministry						
	Total Education Ministry	\$360.00	\$1,582.80	\$1,639.00	(\$56.20)	\$6,365.00
Outreach Ministries						
Outreach B						
	Total Outreach B	\$1,000.00	\$2,839.00	\$3,900.00	(\$1,061.00)	\$15,600.00
	Total Outreach Ministries	\$1,000.00	\$2,839.00	\$3,900.00	(\$1,061.00)	\$15,600.00
	Total Expenses	\$35,812.53	\$101,162.09	\$115,675.00	(\$16,173.91)	\$460,862.00
	Difference	(\$3,606.57)	\$30,673.65	(\$3,766.00)		(\$13,212.00)