**Council Agenda, 2/24/2021**

In attendance: Pastor Danielle Miller, Damaris MacLean, Michael Hammett, Madelyn Sousoudis, Deanne Walters, Brelyn Vanderberg, Juan Minier, Francisca Wright, Dorothy Trigg, Hans Kriefall, Laura O’Keefe, Rebekah Anderson

1. **Consent Agenda:** Correction to Pastor’s Report: Change season of Advent to season of Lent.
2. **Election of Officers**

*Action*: The election of council officers

President - Damaris MacLean

Vice-President - Michael Hammett

Treasurer - Madelyn Sousoudis (already appointed by council and does not need to be elected)

Assistant Treasurer - Deanne Walters

Secretary - Miriam Sitz

1. **Q&A about Advent’s Ministry Strategy**

Kevin is not here, but wanted to stress that Advent needs to truly embrace the strategy; The council must own it.

Damaris is going through the strategy which is projected to last 10 years. Updates on investigation of 3 questions:

1. **Phased/Simultaneous Development of Sundays - Small Group - Community Center**

* Not the right Q, but maybe should be in percentages of staff time devoted to each focus
* We can still address urgent issues even if not in focus area
* Year 1 -2 : 50 percent Sundays; 25 percent Small Group and Community Center
* Focus on sustainability, so when the staff time is reduced, the area will not suffer. If the focus on Sundays, will we shrink or change the other two components? What are we going to focus on to build and improve while still supporting the other
* Year 3: Switch to another percentage allocation

1. **Bilingual ministry**

* Continue or pause on bilingual ministry? Having a pastor is most important part
* So far we will continue with the worship on Sunday on line until summer when we are ready to go to back to the building
* Scale down not to have Spanish language church service from every Sunday to once or twice a month.
* Possibility of bilingual services happening on a more regular basis? Possibility of collaboration with Trinity 100th St or other congregations? How to continue to allow Carlos to engage with people who are in DR and have joined the online services

1. **1 or 2 English services?**

* When we return, we have one English and one Spanish service and we would use this model for an indefinite period. It is important to bring everyone together since we have not been together for a long period of time
* Suggested:
  + 9:00 - Sunday school/Chorale practice
  + 10:00- English service
  + 11:00 - Spanish Sunday School/Coffee Hour
  + 12: 00 - Spanish service
* Will we continue to offer streaming?
* Return to 2 services based on metrics. If it got too full? Based on Covid social distancing?
* Add another service ¾ or 80 percent full?

1. **Diversity, Equity and Inclusion Review**

We are not always living into these promises. If we have a review, we can find different ways of working, so we can make it institutional.

We can form a task force and could a member here lead this task force

RIC could provide resources for this. No other congregations in the synod seem to be doing this at this time. Other congregations have taken the vote we did. This is taking the affirmation into action.

Email Damaris if you are interested and if there are members who might be able to it. Maybe we can do this in the council first using some format like Courageous Conversations

1. **Report from Music Minister, Frank Martignetti**

Frank will be moving on to a new position, starting in April, but will support Advent while we are still remote.

1. **Financial Review**

* Council affirmed that we are operating using a Code of Ethics.
* Madelyn presented the Treasurer, Bookkeeper, and Assistant Treasurer job descriptions. Job Descriptions approved.
* Review of PPP Loan (2021) $66,000 Approved and Implications - Could we use this for Hunger ministry staffing? Investing in grant writing? What portion of the PPP loan can be used? What part is already accounted for in the budget? The limit for spending that council can approve 5% of annual budget which will be equivalent to $32,0000.
* Motion: Deanne will start discussion with Hunger Ministry to use some proportion to PPP funds to support hunger ministry staff or other need that they determine.
* Synod Grant Update - Pastor Danielle making effort to get more clarity about grant from bishop

1. **Committee Updates**

* Investment - Current Members: Jim Kelly, Deanne Walters, Pastor Danielle (an additional member needed) Support: Treasurer (an additional member needed)
* Audit Committee (Hans will speak with Garald), 3 year terms: Are Lauren Johnson and Dart Westphal cycling off soon?
* Personnel - Ellen Pollan. Madelyn has spoken to Norman Martin and she is willing to join the Personnel Committee.
* Stewardship - No Current Members - Council has offered support and directed the last Stewardship Campaign.
* Action: Suggested Committee Members

1. **Review of MOU and Update on CPW (5min)**

Per terms of the gift, CPW is to be used as a parsonage, so it is rented to pastors or ministry interns.

Approved the MOU

*Minutes submitted by L. O’Keefe*