

# Charter Oak Church

## Church Council Minutes

August 26, 2021 – Council Meeting

**Council Members:** Nathan Anderson, Cindy Carasia, Wendell Davis, Rich Hoffman, Keith Impink, Erin Irons, David Leuthold, Christina McCaffrey, Amanda Polinsky, Nick Watson, Chris Whitehead, Tom Beagan (Ex Officio)

**Absent:** Cindy Carasia, Wendell Davis

**Guest Attendance:** Fran Thomas, Sandy Leuthold, Gail Young, Mary Lou Palm, Chris and Colleen Ott, Krista Brown, Jim and Donna West, Cindy Jonczak, Sarah Cooper, Autumn Vinopal, Dennis and Christine Fetter, Mike and Joyce Davis, Scott Leslie, Sandy and Griff Holmes, Sara and Don Belt, Dona and Jea Scott, Bob and Carolyn Frank, Tom Croke, Carolyn Albert

**Prayer** – Amanda Polinsky

**Bible Study** – Chris Whitehead

- Psalm 130

### **Review the July 2021 Meeting Minutes**

- **MOTION** by Keith Impink to accept the July Council Meeting Minutes
  - Motion 2<sup>nd</sup> by Erin Irons
  - Motion ACCEPTED

### **Old Business**

- Denomination Next Steps
  - Conversation ensued with Church Council about Denominational Next Steps and the request to put the Mission Share into the budget and make Mission Share Payments
  - Comments from Guests
    - Sarah Belt spoke of the outreach that Charter Oak Church does in our local communities and that is where our money should be going and not back to the United Methodist on a national scale
    - Scott Leslie said we should make all decisions through a biblically based lens and questioned the timing of these decisions and what are we as Charter Oak Church willing to risk by making some of these decisions
    - Tom Croke asked for clarifying information on our decisions and his discussion with District Superintendent Pat Nelson through email
    - Sandy Holmes spoke into the potential proposal that is being asked for by District Superintendent Pat Nelson, and clarification on what the process behind the steps that Pat Nelson presented if Church Council does not submit a proposal

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- Don Belt stated he has complete confidence in the direction that those on Church Council have on making future decisions, but stated Church Council needs to pick up the communication because they are not doing a good job of communicating to the members and congregation
  - Suggested that we communicate past decisions and possible decisions coming up in the near future → “Forward Looking Mindset”
    - Asked for this communication to be done at the end of the service when everyone is present
    - Stated that communication brings confidence to the members
  - Sandy Holmes questioned Church Council if they have the pulse of the members as it relates to how the results would turn out with a potential future vote
  - Don Belt said we need to schedule Family Meetings more often than once a quarter and there needs to be a clear communication process of all current decisions and forward-looking decisions
  - Carolyn Albert said we need to have one big meeting and not individual small group meetings
  - Nathan Anderson thanked all of those in attendance for the things they presented and spoke into, and that Church Council will be making decisions on Biblical Principles and will make sure that Church Council communicates those more effectively to our congregation
- **MOTION** by Christina McCaffrey to put the Mission Share amount of \$229,784 to the 2021 – 2022 Charter Oak Church Annual Fiscal Budget with a new total of \$2,405,307
  - Motion 2<sup>nd</sup> by Nick Watson
  - Motion ACCEPTED
- **MOTION** by Amanda Polinsky to approve the formation of a subcommittee to research and inform on payment schedule options and draft a proposal for Church Council to review and finalize to fulfill the District Superintendent’s request
  - Motion 2<sup>nd</sup> by Erin Irons
  - Motion ACCEPTED

### **Memorial Garden Report** – Keith Impink

- See the attached document titled **Memorial Garden Report 8-26-21**
  - **MOTION** by Keith Impink to approve an interest free loan in addition to the previous August 2020 loan of \$40,000 from the Parsonage Fund Reserve in the amount not-to-exceed \$25,000, to be used to pay any remaining balance owed for the Memorial Garden with all funds from both loans to be paid back to the Capital Improvement Fund
    - Motion 2<sup>nd</sup> by Nick Watson
    - Motion ACCEPTED

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## Finance Report – Christina McCaffrey

- See the attached document titled **Treasurer Report 8-26-21**
  - Audit on last year's financials will occur sometime during the fall of 2021
  - Pastor Chris Whitehead presented on the Missions Structure on a potential partnership with Pastor Aaron Wylie and Big Life
    - Funding of \$16,000 a year from the Missions Reserve Fund to Big Life on behalf of Aaron Wylie

## Questions from Visitors

- None

## New Business

- Health Advisory Team
  - Discussion on the possibility of establishing a Health Advisory Team to inform and guide on any health-related future decisions
    - Discussion of the need to have different viewpoints and backgrounds on a potential Health Advisory Team
  - **MOTION** by Nick Watson to approve the formation of a Health Advisory Team to provide recommendations for any COVID health-related future decisions through May of 2022
    - Motion 2<sup>nd</sup> by Dave Leuthold
      - Nathan Anderson and Rich Hoffman AGAINST
      - Christina McCaffrey ABSTAINED
      - Final Vote of 5-2-1
    - Motion ACCEPTED

## Executive Session

- Church Council went into Executive Session

## Next Council Meeting

- September 23, 2021 (Frye Farm Campus and Zoom)
  - Start Time 7:00 PM
- Church Conference: November 7, 2021 (Frye Farm Campus and Zoom)

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August 26, 2021 – Council Meeting

- Start Time 6:30 PM

Respectfully Submitted,  
Ty Holler  
August 26, 2021

DRAFT

MEMORIAL GARDEN UPDATE FOR CHURCH COUNCIL – 8/26/21

I communicated with you last month the fact that we had a Memorial Service and Interred our first set of ashes for Bonnie Scalamongna on Wednesday July 14<sup>th</sup>. I understand it was a moving service and there were several positive comments regarding the new Memorial Garden!

This past Sunday we had a Dedication Service for the new Memorial Garden and Columbarium between Sunday morning services. It was a nice, brief 5-10 minute Dedication Service with probably about 50 or so people attending, which I thought was great! There were many more good comments about this sacred place. In addition, many people saw for the first time the beautiful inscription of Bonnie and Vincent's names on the face of their niche! I just called Shaffer Memorials a few minutes ago to let them know how pleased we are with the face of the niche and the engraving!

Our committee did have a formal meeting on August 12th. Items we discussed included:

- 1) Review our final quotes for landscaping around the Garden with shrubbery and mulch.
- 2) Now that we have most of the Memorial Garden constructed and plans in place to finish the work, it is time to start seriously look at marketing the Columbarium and getting niches sold to pay back the Church for supporting us in this endeavor! We are ready to move forward with the marketing items listed below: **(Carry over item from last meeting)**
  - a. Making a new video to show and explain the intent of the Memorial Garden with our congregation
  - b. Having another informational Sunday after services (once video is made). It has been over two years since this information was mentioned to the congregation and we feel it is time to re-present this concept to the current congregation
  - c. Putting pictures of the completed Garden on the video boards before and after services **(This has started recently with the announcement of the Dedication Service)**
  - d. Having articles in the weekly e-newsletter with pictures of events at the Columbarium like Bonnie's service last week **(This also has been happening. Hopefully there will be pictures this week of the Dedication Service)**
  - e. Finding a "Marketing" person in the church that might guide us moving forward, so that we are "Marketing" and not "Selling"
  - f. Have our Pastors at Frye Farm mention the Memorial Garden from the Pulpit. **(This has also been done recently)**
- 3) The committee is having some thoughts about the viability of selling niches at this time due to the comments made at the Charge Conference. We are concerned that people might hesitate to make a purchase if there is the possibility the Conference might take our facility if we break away from the Conference. **(Discussion to happen tonight regarding this)**

We currently have the following obligations to pay for the work completed and in progress:

	\$92,442.00	Final invoice from Shaffer Memorials for their work
	\$10,047.90	Expenses to get the retaining wall built and topsoil and grass planted
	\$3,220.00	Backhoe work performed by R.J.F. Development Corp for grading the area
Less	<u>\$40,650.00</u>	Current valance in special account-leaving enough money to pay for benches
	<b>\$65,059.90</b>	<b>Total obligations that we do not have funds for ☹</b>

At our Council meeting last August, we approved offering a loan from the Parsonage Reserve Fund of NTE \$40,000. As you can see from the numbers above, we are now asking for additional funds, partly due to a few cost increases and the first part of the landscaping that we performed to build the retaining wall as well as final grading and grass planting to make the Memorial Garden look as good as it does right now without landscaping.

We also decided NOT to finalize the landscaping with shrubbery and mulch until after we have funds to perform the work. We got quotes of around \$9,400 from two different landscapers for this work, but felt it would be fiscally irresponsible at this time to do the work.

Sincerely,

[Keith Impink](#)

Treasurer's Notes: JULY 2021

\*\* Numbers are based on a Revenue Budget of \$2,267,048, and an Expense Budget of \$2,161,077 (\$2,257,315, less \$96,238 charged to reserves).

Revenue	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	FYE 7/31/21	Budget	% of Bdgt.
Frye Farm	\$ 134,216.30	\$ 114,583.58	\$ 104,577.20	\$ 157,732.06	\$ 196,906.07	\$ 121,178.65	\$ 125,987.35	\$ 117,955.76	\$ 123,363.88	127,501.88	137,096.62	103,756.87	\$ 1,564,856.22		
Central Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Crossroads	\$ 22,160.50	\$ 17,654.00	\$ 17,148.50	\$ 20,696.75	\$ 43,016.00	\$ 18,961.25	\$ 23,616.50	\$ 24,088.48	\$ 22,023.50	20,467.34	20,624.74	21,447.00	\$ 271,904.56		
Jeannette	\$ 6,335.00	\$ 3,610.00	\$ 7,451.00	\$ 7,747.16	\$ 23,135.21	\$ 6,423.53	\$ 5,927.76	\$ 7,714.00	\$ 5,244.99	6,380.00	5,762.00	4,895.00	\$ 90,625.65		
Mt Pleasant / Scottsdale	\$ 8,883.00	\$ 7,951.23	\$ 9,056.16	\$ 11,454.00	\$ 10,126.59	\$ 8,129.55	\$ 8,002.00	\$ 10,651.00	\$ 7,271.00	9,183.00	9,420.86	9,295.00	\$ 109,423.39		
<b>Totals</b>	<b>\$ 171,594.80</b>	<b>\$ 143,798.81</b>	<b>\$ 138,232.86</b>	<b>\$ 197,629.97</b>	<b>\$ 273,183.87</b>	<b>\$ 154,692.98</b>	<b>\$ 163,533.61</b>	<b>\$ 160,409.24</b>	<b>\$ 157,903.37</b>	<b>163,532.22</b>	<b>172,904.22</b>	<b>139,393.87</b>	<b>\$ 2,036,809.82</b>	\$ 2,267,048	90%
2019/2020	\$ 157,241.28	\$ 186,171.17	\$ 162,902.47	\$ 163,327.51	\$ 340,935.19	\$ 182,566.90	\$ 165,163.89	\$ 191,831.41	\$ 163,811.72	179,769.53	139,763.85	146,592.94	\$ 2,180,077.86		

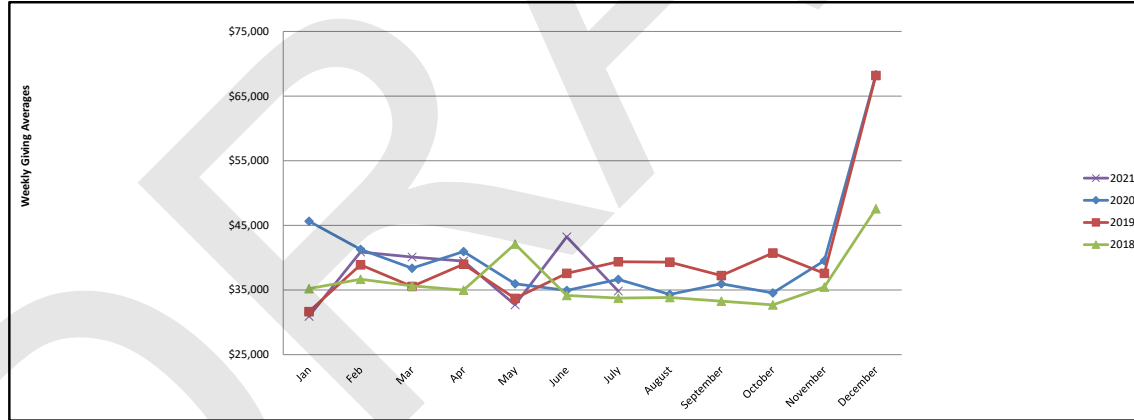
Expenses	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	FYE 7/31/21	Budget	% of Bdgt.
Frye Farm	\$ 103,511.59	\$ 115,965.79	\$ 116,729.70	\$ 122,007.40	\$ 133,034.61	\$ 118,259.77	\$ 115,262.91	\$ 117,729.49	\$ 102,511.30	95,680.24	100,263.32	113,967.75	\$ 1,354,923.87		
Central Services	\$ 9,689.76	\$ 13,942.65	\$ 8,260.99	\$ (3,439.19)	\$ (16,935.50)	\$ 8,282.18	\$ 6,825.05	\$ 11,811.35	\$ 9,294.62	8,402.75	10,517.83	5,406.33	\$ 72,058.82		
Crossroads	\$ 19,224.68	\$ 18,541.90	\$ 18,956.83	\$ 22,078.29	\$ 27,125.58	\$ 22,977.73	\$ 22,528.15	\$ 22,750.59	\$ 22,342.32	21,959.82	22,675.63	21,849.35	\$ 263,010.87		
Jeannette	\$ 12,521.90	\$ 12,273.31	\$ 12,183.34	\$ 12,387.15	\$ 16,789.02	\$ 12,033.50	\$ 13,304.91	\$ 16,096.43	\$ 12,473.56	12,375.50	10,892.50	14,418.13	\$ 157,749.25		
Mt Pleasant / Scottsdale	\$ 11,143.44	\$ 11,069.79	\$ 11,731.58	\$ 12,562.10	\$ 12,218.53	\$ 12,091.03	\$ 11,077.76	\$ 13,031.16	\$ 13,080.97	12,723.22	13,005.12	13,972.84	\$ 147,707.54		
<b>Totals</b>	<b>\$ 156,091.37</b>	<b>\$ 171,793.44</b>	<b>\$ 167,862.44</b>	<b>\$ 165,595.75</b>	<b>\$ 172,232.24</b>	<b>\$ 173,644.21</b>	<b>\$ 168,998.78</b>	<b>\$ 181,419.02</b>	<b>\$ 159,702.77</b>	<b>151,141.53</b>	<b>157,354.40</b>	<b>169,614.40</b>	<b>\$ 1,995,450.35</b>	\$ 2,257,315	88%
2019/2020	\$ 169,577.30	\$ 147,796.27	\$ 156,283.39	\$ 151,794.32	\$ 173,484.51	\$ 154,473.29	\$ 135,368.76	\$ 133,200.81	\$ 151,811.10	137,662.79	138,285.42	222,010.26	\$ 1,871,748.22		

	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	FYE 7/31/21
Unadjusted Net Income	\$ 15,503.43	\$ (27,994.63)	\$ (29,629.58)	\$ 32,034.22	\$ 100,951.63	\$ (18,951.23)	\$ (5,465.17)	\$ (21,009.78)	\$ (1,799.40)	\$ 12,390.69	\$ 15,549.82	\$ (30,220.53)	\$ 41,359.47
Mortgage Principle	\$ (8,874.23)	\$ (8,907.51)	\$ (8,907.51)	\$ (9,007.83)	\$ (9,008.09)	\$ (9,008.10)	\$ (9,075.78)	\$ (9,109.81)	\$ (9,143.98)	\$ (9,178.26)	\$ (9,178.26)	\$ (9,213.00)	\$ (108,612.36)
Adjusted Total Profit / (Loss)	\$ 6,629.20	\$ (36,902.14)	\$ (38,537.09)	\$ 23,026.39	\$ 91,943.54	\$ (27,959.33)	\$ (14,540.95)	\$ (30,119.59)	\$ (10,943.38)	\$ 3,212.43	\$ 6,371.56	\$ (39,433.53)	\$ (67,252.89)
2019/2020 Unadjusted Net Income	\$ (12,336.02)	\$ 38,374.90	\$ 6,619.08	\$ 11,533.19	\$ 167,450.68	\$ 28,093.61	\$ 29,795.13	\$ 58,630.60	\$ 12,000.62	\$ 42,106.74	\$ 1,478.43	\$ (75,417.32)	\$ 308,329.64

Weekly Giving Averages	Jan	Feb	Mar	Apr	May	June	July	August	September	October	November	December	Total Avg/Mo
2018	\$ 35,203	\$ 36,678	\$ 35,639	\$ 34,989	\$ 42,113	\$ 34,156	\$ 33,759	\$ 33,841	\$ 33,272	\$ 32,704	\$ 35,460	\$ 47,572	\$ 36,282.17
2019	\$ 31,660	\$ 38,897	\$ 35,554	\$ 39,001	\$ 33,715	\$ 37,571	\$ 39,384	\$ 39,310	\$ 37,234	\$ 40,726	\$ 37,572	\$ 68,187	\$ 39,900.92
2020	\$ 45,642	\$ 41,291	\$ 38,366	\$ 40,953	\$ 35,954	\$ 34,941	\$ 36,648	\$ 34,319	\$ 35,950	\$ 34,558	\$ 39,526	\$ 68,296	\$ 40,537.00
2021	\$ 30,939	\$ 40,883	\$ 40,102	\$ 39,476	\$ 32,706	\$ 43,226	\$ 34,848						\$ 37,454.29
w=# of weeks, compared for '19, '20, & '21	21=5w		19=5w; 20=5w		20=5w; 21=5w	19=5w		20=5w	19=5w		20=5w	19=5w	

Available Cash	Jul-21
Total Cash on Hand	\$ 1,224,866.56
Hennon Fund	\$ (2,703.87)
Memorial Garden Fund	\$ (46,657.76)
Reserve Commitments	\$ (569,582.87)
Outstanding Payables	\$ (55,854.57)
Payroll Related & Pension HSA Liability	\$ (16,147.26)
Available Cash	\$ 533,920.23

E-Newsletter Calculation	FYE 7/31/21
Revenue	
From P&L	\$ 2,036,809.82
Expenses	
From P&L	\$ 1,995,450.35
Campus Cost From Reserves	\$ (145,789.00)
Mortgage Principle	\$ 108,612.36
	\$ 1,958,273.71
Net Income	\$ 78,536.11



Notes:

1. August 2021 (4 of 5 Weeks) - General Fund: \$146,576; SOF: \$5,455 (Beginning in April, all BO contributions were included in SOF Funds.)
2. The Jeannette Funding (Reserve) is now fully depleted.
3. For the Fiscal Year Ended 7/31/21: only 5/12 of budgeted UMC Connectional Apportionment was actually paid; 3/12 was accrued & remains in Accounts Payable; Council voted not to accrue 4/12 of the expense.
4. 7/31 is the fiscal year-end. Audit work is to begin mid-September