



Council Meeting – Tuesday December 19, 2017 6:30pm

COUNCIL MEMBERS PRESENT: Gene Kneeland, Monty Euston, Pastor Heidi Calhoun, Sheri Dunn and Mike R, and Michelle Ketter.

Missing: Deborah Anderson, Rob Winchell and Joanne Hall

Monty - Call to order at 6:39PM

Mike opened with his personal faith journey and we prayed for those in our church (Nancy, Toni and Bob, Les and Peggy, Sharon, Karen, and for all those who suffer from depression and mental illness).

Next month devotion – Gene

Deacon study update

Susan gave us an overview on her Deaconship journey and asked that we continue to bless and pray for her journey. Council affirms Susan's journey and looks forward to walking side by side with her as she continues down this path. Council asks that Susan update us as things progress.

Approval of November minutes – motion to approve the minutes with Pastor Heidi's correction - MSP

Treasurers Report

October Treasurers report – Ended the month with approximately \$39,000. Giving was at \$30636 with expenses of \$33,000. Net shortfall was \$2200. Motion to approve the October's treasurer's report - MSP

Estimated general fund was -\$10,000 at end of November mostly attributed to lower giving (official numbers are still being determined).

Giving has been good so far in December.

Finance Update

Sheri reported back some information from finance that council asked them to address:

- Designated gifts going into existing designated funds – previously, the funds were reviewed and accepted into existing designated funds. Their understanding is if a gift is received for a “new” designated fund then it would need to be addressed separately.
- Pastor Discretionary fund – started in 2001 with a \$400/month transfer from church and society. It was reduced to \$200 in Jan. 2004. The purpose was to be used for families in need.
- Roll over continuing education - \$950 is there to be rolled over and a new designated fund will be created to track this.

Finance has 3 requests for council

- Finance is asking to approve hiring an accounting firm to prepare financial statements at month end and year end – rough estimate of \$200-\$250 per month.
 - Motion to allow an outside accounting firm to prepare monthly and yearly financial statements with the caveat that we do not lock ourselves into a longer term contract. MSP
- Allow payroll solutions to send out 1099's –
 - Motion to allow payroll solutions to send out 1099's in January at an approx. cost of \$300/year – MSP
- Motion to allow accounting firm to clean up our books and convert us over to Cash basis accounting and to move us to online Quickbooks - MSP

Pastors Report

- General discussion about how Susan/Pastor can clarify the Deacon journey to the congregation to minimize confusion. We discussed it might be good for her to present to the congregation her call and do a write up for the newsletter. Pastor will discuss this with Susan.
- Motion to approve the Fundraising request from Karen Helmold for the March 17th fashion show tea charging \$15.00 per person to raise funds for the mission trip to the Columbia Gorge (one time approval). MSP
- Men group follow up – 2 new groups will form early next year. One based on bible/book/prayer study and one based on social. More information to follow.
- Vacation – January 2nd – 7th

Staffing structure subcommittee

Goals and parameters have been set for the team. We hope to bring an overview of what Creator needs in the next 5 years (best case) and solicit feedback from Council. We meet again 1/10/18.

Constitution rewrite subcommittee

The team distributed the rewrite to be reviewed by council for the next Council meeting. **Mike asked that we include further discussion on this topic in January and that we provide questions/concerns. Mike will send a copy of the changes to missing council minutes.**

Discussion about ministry team liaison – **Will put on the agenda for January.**

Building update

- Monty updated the team on the burglar/fire alarm and all is operational.
- Motion to purchase and replace the timer for the parking lot lights with a digital timer at a cost of approximately \$264, plus tax and \$150 for labor. MSP

Audit committee

- Audit committee continues to meet and should be finished in early January with recommendations.

Christmas letter - Pastor sent the letters out.

Congregation fiscal follow up – **Put on January's agenda for our joint meeting on the 18th for what we need to do to communicate the 2018 outlook**

New Business

- Salary increases –
 - Pastor and Terri's increase will take place in January
 - Sheri to give exact figures to Kandi on Pastors and Terri's increases
 - Our budget allows for 2% increase on other staff
 - Heidi proposed that we put off a decision until next month after staff reviews are completed and she has more time to put thought into this. Put on next month's agenda.

Next council meeting – January 16, 2018 (general council meeting) and January 18, 2018 for a follow up joint meeting (stewardship/finance).

Meeting adjourned 9:30pm