

First Congregational Church UCC  
Waterloo, Iowa

Board of Trustees  
January 11, 2022

Present: Moderator Anne Hoekstra, David Allbaugh, Diane Highnam, Jim Stevenson, Craig Driver, Laurie Allbaugh, Paul Greene, Kay Thuesen, Karen Jensen, Lauren Reisinger, Gina Greene, and Keith Jorgensen.  
Staff: Rev. Myers, Abbie Chronister, Luke Overton, and Michelle Wolfe.

Moderator Hoekstra called the meeting to order at 6:00 PM using ZOOM technology. Rev. Myers offered Reflections reciting a poem by Joanna Macy.

**Motion:** To approve the minutes as corrected for the November 2, 2021, special meeting. **D. Highnam / L. Allbaugh / Carried**

**Motion:** To approve the minutes as corrected for the December 14, 2021. **J. Stevenson / K. Thuesen / Carried**

**Treasurer's Report:** Treasurer Dave Allbaugh reviewed the December financial report. He noted the church finished the month and fiscal year in good condition. See the attached report. He noted that pledge income finished in the mid to upper 90 percent range, normal for the church. Expenses were under control finishing the year at 94.7%. He commented on how the boards spent more of their budgeted amounts over the prior year, a sign they were active and working their programs. An amount of \$7,000 representing unspent income for the year will be carried over to the new budget. We finished with a \$63,000 cash balance. He reminded the trustees that normal cost of operation for the church is approximately \$33,000 per month.

**Motion:** To approve the Treasurer's report. **D. Allbaugh / C. Driver / Carried**

#### **Staff Reports:**

**Music Director:** Luke Overton had no additions to his written report. See the attached sheet. There was some general discussion on improving the sound quality during our virtual worship services. He shared that he is working with some new equipment and researching other technical possibilities to improve the sound quality.

**Youth:** Abbie Chronister submitted a written report. However, due to the Covid situation at present most of her programming will be virtual, including office hours, until we resume in-person worship services as recommended by the Reopening Committee.

**Office Manager:** Michelle Wolfe had no additions to her written report. See the attached sheet. She did stress the importance of everyone turning in their annual reports for the year end report by tomorrow, January 12<sup>th</sup>.

**Senior Minister:** Rev. Myers commented on the church being back to virtual worship services as recommended by the Reopening Committee and felt it was the responsible thing to do under the current circumstances. He shared that he had also forwarded to the Reopening Committee some practices other churches are using in their efforts to be safe during this Covid situation. He thanked Luke and Hudson for their help and input for Christmas Eve worship services. He felt the service went well from the comments he has received. He thanked Evie Waack for conducting the caroling service. Rev. Myers reported a gift from the Goodrich Fund was provided to a church member in December. Bible study is continuing and is mid-way through the session. Concerning the Search and Call process now under way, he asked what role the committee wished he might play for them. Moderator Hoekstra suggested he contact Diane Highnam, committee chair, for her input. He shared enjoying time with his

family following his duties here with Christmas services. He closed his report with a couple of concerns. He noted the other staff raises but no cost-of-living increase for himself and what implications that may have for other pastors responding to our upcoming search for a settled pastor. He also shared his concern over losing two members on the PPRC committee.

**Board Reports:** There were no additions to the board reports. See the attached sheets.

**Committee Reports:**

**Endowment:** Jim Stevenson had no additions to his written report, other than noting Ed Dams has finished his term on the committee and Dave Panicucci will be joining them. See the attached report.

**Nominating:** Diane Highnam asked for our prayers in filling open positions and for any suggestions on who might be good candidates.

**Grin and Grow:** Karen Jensen reported the hiring of more staff and thus expanding the number of children the center may handle. They are now serving approximately 50 children. The contract with the church is being updated and nearly ready to be signed.

**Love INC:** Diane Highnam commented on having delivered gifts at Christmas time and their appreciation for such. It was suggested we might offer space in Tidings to advertise their needs. It was noted we might be a location next year for their toy collection.

**Reopening:** They are monitoring the Covid situation continually.

**Search and Call:** Diane Highnam, chair, noted they are now meeting regularly. Subcommittees have been established to update the church profile and website. The end of January is their goal to begin the active search for a pastor.

**Old Business:**

**2022 Draft Budget:** Treasurer Allbaugh introduced the draft budget for 2022. This will be the budget presented to the congregation for their vote at the Annual Meeting. He reviewed the draft line by line, answering questions as he did so. See the attached draft with margin notes. He explained how the budget is created by requesting each board to submit their respective portion. The draft reflects those wishes. He also noted that a one-time grant from Endowment is being requested to balance the budget. This choice was made rather than returning to the membership and requesting additional pledging amounts.

**Motion:** To present the 2022 Draft Budget to the Congregation at the Annual Meeting for their approval.

**D. Allbaugh / Paul Greene / Carried**

**Grin and Grow Contract:** Moderator Hoekstra commented on the updated Grin and Grow contract. It is near completion, has been reviewed by an attorney and ready to be signed soon.

**Social Media Policy:** Moderator Hoekstra voiced a desire to create a social media committee to create policy and standards for the church. Diane Highnam, Abbie Chronister, Kay Thuesen and Rev. Myers all volunteered for the committee.

Meeting Adjourned.

Respectfully submitted,  
Keith Jorgensen, Clerk