



## **Council Meeting – Tuesday May 23, 2017**

Present: President Ron Noborikawa, President Elect Gene Kneeland, Director of Operations Rich Heineman, Director of Operations Elect Joanne Hall, Laurie Bruckbauer Treasurer, Treasurer Elect Sheri Dunn Hall, Secretary Tammy Funk, Secretary Elect Michelle Ketter, and Pastor Heidi Calhoun.

Also in attendance: Donald Eismann

Ron opened the meeting at 6:30pm

Devotion – Gene Kneeland shared his spiritual path, the tools that he uses today, living in the now and accepting.

Pastor led the council in an opening prayer

### Approval of April council minutes

- April 2017 council minutes were approved as written by Motion, Second and Passing vote (MSP)

### New Business

#### Finance Committee recommendation

Finance committee, as presented by Donald Eismann, recommends contracting with a book keeping service. Recognized benefits of hiring a firm include ongoing stability, efficacy and flexibility.

Shari has contacted a local firm who provides bookkeeping services to another local church. Based on initial information the service has good potential.

Pastor shared that a group of local churches, including Creator, are in discussion about a partnership to share an staffed position to provide book keeping, payroll and tax services.

Sheri and Donald will obtain more in depth information from the local accounting firm Sheri initially contacted.

Laurie, Gene and Pastor will attend a meeting with local churches regarding a church partnership for shared bookkeeper.

#### Budget Preparation

- The Roof repair was approved last Sunday.

- Requests for budget forecasts have gone out to ministry teams
- Finance committee plans to have a budget rough draft to present to Council in July.

#### Treasurers Report

- Giving for April was \$14,464 above our monthly trended budget
- YTD giving is \$15,504 below budget
- General fund is back up to near \$20,000.
- Council approved the Treasurer's report by MSP.

#### Pastors Report

- Pastor's housing allowance has been officially changed to \$30,000 for the year 2017
- Council approved the adjustment of Pastor's housing allowance by MSP
- Our website contains a "Donate Now button" Council discussed appropriate labels for people to chose when donating.
- Pastor encourages all council members and congregation members to attend congregational meetings.
- Long Range Planning - pastor discussed need for long range planning for various larger projects and needs including building and property maintenance, ministry growth and staffing. Pastor requested council to consider how to identify and to address long term planning for Creator's missions and needs. Council agrees that current work with strategic planning and ministry restructuring is developing in that direction.
- Council agrees to meet an additional time on June 21<sup>th</sup> for further discussion on how to keep the momentum for ministry growth alive. Meeting participants will include outgoing, present and incoming council members.

#### Old Business

#### Finance Audit Results

- The Financial Audit results demonstrate that Creator's finances and accounting are in good standing.
- Creator needs to have a secure fireproof place to store important documents.
- Council will review the Financial Audit report and vote on acceptance of it at the next council meeting.

Pastor led council in closing prayer.

MSP to adjourn meeting at 9:15.

Meeting Minutes presented by Tammy Funk

Action Items:

\* Sheri and Donald will obtain more in depth information from a local firm who currently provides bookkeeping services.

\*Laurie, Gene and Pastor will attend a meeting with local churches regarding a church partnership for shared bookkeeper.

\* Gene and Pastor will set agenda for June 21<sup>st</sup> council meeting 6:00 to 9:00

\* Tammy will send out an invitation email for June 21<sup>st</sup> with sign up for appetizers and drinks

Meeting Highlights:

Council is pleased with the congregation's decision to repair the roof.

Council is making further investigation into options for bookkeeper including contracting service with a firm and or partnering with local churches to share a staffed bookkeeping position.

Council plans to have an extra meeting in June including all council members outgoing, present and elect on June 21. Purpose of meeting is to transition and discuss long term planning.

Next year's budget planning is under way. Forecasts from ministry teams are needed.