

GPC Governing Board
Meeting Minutes
August 22, 2023

In-person & Zoom conference call: Rev. Dr. Douglas Cederberg, Dennis Christo, Robert Converse, Karen Allen, Kim Paré, David Raphael, Dennis O'Malley

This Zoom conference meeting commenced at 6:32 p.m.

Karen opened the meeting with a prayer of healing for our family and friends. God be with us as we deliberate, as His servants, the business of the church. Amen.

VOTE: The GB meeting minutes from 7/25/23 had been previously distributed and reviewed. Dave made a motion to approve the minutes as written. Karen seconded. Unanimous approval by all present, no opposition, and no abstentions.

Pastor's update:

No funerals or baptisms this past month. There's a baptism scheduled for 9/17. The family has almost 25 attendees. The sanctuary/chapel days have been adjusted to accommodate the baptism in the sanctuary.

Ethel Gustafson, Bob Beck, and Carolina Mata all recently had surgery. Doug visited Russ Vickstrom last Wednesday. Karen added that Sue Sundquist had surgery last week.

Doug is grateful for the weekly livestream as there are regular viewers throughout the week.

Doug will be holding an in-person class that is livestreamed and posted for later viewing. Theology 101, topical consecutive classes subtitled Many Are Called, Few Are Chosen, for 8 weeks beginning 9/20 at 11 a.m. with the monthly luncheon pizza party to follow that afternoon and concluding on 11/29. He likened it to an adult confirmation class.

Finance update:

Bob previously distributed financial information from the August 14th Finance Committee meeting. These summary minutes were typed by Karen.

The Finance Committee reviewed the Job Description for the Treasurer position from about ten years ago. It was edited to remove some tasks that are no longer done.

The Duties of the Financial Secretary were reviewed. There is no mention of this position in the By-laws. There was some discussion about this and before the end of the year, this will be brought to the Governing Board for further discussion.

Toby Bishop, who has previously helped Bob clean-up the reports and accounting processes, gave Bob a copy of the bookkeeper ad he proposed. With some minor changes it may be used to advertise the need for this position.

Bob reviewed the Statement of Financial Position as of May 24, 2023, compared to July 31, 2023. He made the following proposals for the use of some of the inactive funds:

- Memorial Garden Fund – The original work for the garden room was paid from general funds. The balance in this fund will be moved into general funds to offset those expenses.
- Youth Group -- This may be used at the end of the year for the Angel Tree and Turkey Baskets.
- Faith Formation – Karen is using this for the Women’s Bible Study.
- Campbell Fund – Annie needs to be aware that these funds are available for music purchases.
- Saint’s Offering and Hunger Action accounts have been incorporated into the current Hunger Action Fund.

The UBS Portfolio was reviewed noting in 2022 there was a loss of \$182,700 because of withdrawals made by the church with an additional market value loss of \$160,880. There were interest income deposits of \$21,173 so this brought our account from \$784,474 to a balance of \$462,067 at the end of 2022. So far this year we have withdrawn \$58,829 and had an income of \$5,879 with a positive increase in market value of \$67,545. Therefore, as of July 31, 2023, the portfolio balance is \$476,662.

Then the Budget vs Actuals report for FY 2023 was reviewed. This was through July 31, 2023, both from a summary format and the more detailed breakdown. On the income side the Offerings are below budget, and we have not received the rental use fee from the Athol Y, but we did received a refund from the Otis Elevator company for work not needed and an additional amount from the investment funds leaving the accounts over budget by \$9,205.

As for the expenditures, there have been additional expenses in staff salaries, facility repairs for the roof and boilers and office supplies making an over budget balance of \$18,887. Overall, the budget is in a deficit by \$9,682.

Bob also said the Finance Team will be preparing for the 2024 budget and meeting on at least a quarterly basis unless needed more frequently.

Dave thanked Karen Allen for her ongoing assistance to Bob. Dennis C. added that all the work of the Finance Team (Bob Converse, Karen Allen, Dave Raphael, Dick Greyson.

As the financial secretary, Karen added that we’re maintaining through the summer. We’ve received 66% or about two-thirds of our total budget this year. The Stewardship Team meeting is tomorrow, and they’ll be discussing next year’s theme.

Budgeted Amount	\$125,000
Pledges Received	\$60,991
Non-Pledges Received	\$15,583

Total Received \$76,574

Total Pledges 57

Total Pledged \$91,956

Average Pledge \$1,656

Old Business: Quick Updates:

Shon Rainford from Food Hub sent an email reply to the GB concerns for their vendor's lack of oversight when they leave the building. He said he'll be more diligent. He needs to be informed as the occurrences happen.

Dave shared 3 quotes for 2 office computers and a laptop. The best deal seems to be an HP 17" PC with 2 terabytes of memory. The price is \$2826 to upgrade to Windows Pro and Bob Dirsa's labor to migrate the data from the current office PCs to the new ones. A laptop for Carolina to use is \$1550 for a total of \$4382. Dennis C. said the quotes seem very reasonable.

VOTE: Dennis O. made a motion to approve the quote to replace the 2 office PCs and purchase a laptop. Bob seconded. No further discussion. Unanimous approval by all present, no opposition, and no abstentions.

The trees were trimmed on the hill corner of Francis & Leeds Streets. Lisa did a terrific job at the office entrance and the sanctuary entrance cutting the arborvitae and weeding.

Karen received a letter from the city requesting whether the church could be an Emergency Shelter in the severe heat and winter cold. The GB declined due to a shortage of volunteers to support this endeavor.

New Business:

An advertisement for a (volunteer) bookkeeper position the Finance Committee approved was reviewed. Carolina can add it to the bulletin, on Facebook, and on our webpage.

Dave made a few phone calls to the real estate appraiser regarding comparable property values of Selah. With information in hand, Dave and Dennis C. plan to meet with Jennifer and her boss from the Athol Y before the end of September. We want to explain our intentions for the future of Selah to remain with a nonprofit group so they can inform their Board of Directors.

Kathy Freeburn has been collecting online auction items which will go live after the Fair.

We need to think about the next Congregational Meeting in January. We need to rotate three board positions. Kim quoted the By-Laws:

** The Governing Board will consist of six (6) elected members of the congregation and the Pastor, as Ex-Officio, for a total of seven (7) people.*

** Each term is for two (2) years, renewable for three (3) terms, with three (3) persons being elected each year. A two (2) year waiting period is required after the third term before that member can stand for re-election.*

There was a discussion about the GB reviewing the By-Laws. Dennis C. will be stepping down at the conclusion of his second term. Kim and Dennis O. will stand for re-election in January. We will need to advertise and promote the opening in GB. Kim suggested that, during the October/November/December announcements, we share what we do and why we serve. There was an agreement to revisit this conversation at next month's GB meeting.

Bob said that last Sunday Dave mentioned taking a collection for Hawaiian wildfire relief. All collected donations will go to Church World Services and the ICCC will send a consolidated check to Maui.

There was a discussion about whether the American flag should be on the electronic sign and in church at all. Carolina will remove the icon when she updates the electronic posting from the July 4th holiday.

Dave made a motion to adjourn. Bob seconded. Unanimous agreement. The meeting ended at 8:02 p.m.

The next regularly scheduled Governing Board meeting is scheduled for hybrid & in-person & Zoom meeting scheduled for Tuesday, September 26, 2023, at 6:30 p.m.

Respectfully submitted by Kim Paré, Clerk