

## Ohio Conference Board of Directors

May 19, 2017

### Minutes

**Present: Mindy Quellhorst, Bob Tussing, Nicole Havelka, Jeff Roeger, Jill Glass, Sam Buehrer, Cathy Green, Dan Busch, Tom Brownfield, Katheryn Anadein, Bobby Burt, John Gantt, Jim Meyer, Jay McMillen, Pam Brown, Rita Root, Mike Castle, Tim Smith**

#### Opening

- *Call to Order* *Mindy Quellhorst*
- *Devotions* *Nicole Havelka*
- *Community Building* *Mindy Quellhorst*
- *Consensus Items (Agenda, Previous Minutes. December 9, 2018)* *Moved by Tom Brownfield & seconded by Tim Smith. Accepted by Consensus.*

#### Finances

Sam Buehrer

#### Jerry Reichert, CPA Auditor

**Adverse Opinion:** because of Deferred Revenue. There was extra time billed for this audit because of many extra entries. Suggestions were made.

**Motion:** To remove check signing authorization from Carolyn Willis, that John Gantt be granted check signing authorization, and the current restriction that any check over \$1,000 requires two signatures be removed since there are adequate checks and balances in place.

#### Motion Carries

Other Matters: We have 92 investment fund lines, which should be consolidated. There are 23 funds created which might be consolidated, keeping all monies in their proper category insuring their proper disbursement. Finance has recommended this consolidation and thus the Board gives its approval to consolidate.

#### April Financials

Currently income is down about 20% from last year. Expenses are less than last year. ODM income is solid, up 26% income increase from last year. Expenses running 9% ahead of last year. Pilgrim Hills sale...there have been four inquiries about the site. Temple Hills is moving ahead with upgrades.

**Motion** to approve the financials for audit. Cathy Green, seconded Tom Brownfield.

#### Motion Carries.

**Motion** to accept the Audit. Cathy Green, seconded by Jay McMillen

#### Motion Carries

08-Aug-2017

It was noted that at Finance Committee meetings, the treasurers of each Association should share their current financial situation in regards to forecasting the yearly trends of their Budget.

### **Treasurer's Report**

**Sam Buehrer**

- OCWM Income: As of the end of April, the OCWM income was \$88,776 compared with 2016 income of \$111,262. It is too early to predict any trend in income but there is cause for concern given that this is 20% below last year. We will continue to watch the income very closely given our experience last year. (Serious Concern)
- OCUCC Expenses: Through April, the expenses were \$150,042 compared to \$204,277 in 2016. With adjustments made for slower OCWM and Institutional Support payments, the expenses are 10% below last year at this time. Most of the savings is in staff expenses. (Good News)
- Outdoor Ministries: Camper registrations are running significantly ahead of last year as of the end of April. (Good News) The registration income is up 26% over last year at this time. Compared to actual expenses (not including the addition of TH depreciation) our expenses are running 9% ahead of last year at this time. (Some Concern)
- Reserves & Cash Flow: We currently have cash on hand to cover approximately 2.5 months of expenses. Although this appears to be a good cash position, this position is largely supported by the camper registration income. Since the first payment to UCCR will be coming due soon, effectively we are still in a relatively tight cash position. (Some Concern)
- Other: Pilgrim Hills Sales: The work on moving the sale forward will now pick up momentum since tax season is ending. We have received several inquiries from folks who are considering making an offer.
- Templed Hills: The Operations Committee has been meeting, and decisions are being made on various improvements. The Capital Improvement Fund at UCCR is currently being set up. Volunteers have been working. One volunteer saved us over \$4,500 by donating his time to repair a cabin damaged by a storm.
- Audit: The Finance Director is currently implementing several of the recommendations by the Auditor.
- Henrietta UCC: There have been several showings of this property but no offers to date.
- 2018 Budget: Initial work has begun on preparing the 2018 budget.

### **Interim Conference Minister Report**

**John Gantt**

Thanks to Sam Buehrer for his leadership in the role of Treasurer. Also thanks to those leading the work of upgrading Templed Hills and the sale of Pilgrim Hills.

The state of Conference Ministry in the Ohio Conference. The Art and Power of Active Listening experience (in January), so...*what might be our chances of holding a 24 hour gathering and listening in the coming months?*

Staffing: Pam retires. Nicole will be leaving us at the end of May. A lengthy proposal has been set forth by John Gantt and endorsed by the Executive Committee (under: Staffing Proposal BOD May 19,2017)  
08-Aug-2017

**Motion:** The following staffing proposal contains 7 points:

1. Extend Nicole Havelka's part-time contract with the Ohio Conference through 2017.
2. Provide current salary, part time pension equivalent, and full time health benefits. (Note: the Personnel Manual which needs careful editing and review in terms of present employment practices, does not provide for payment of health benefits to part time staff. Nevertheless, the Executive Committee proposed to make this exception to the existing policy.)
3. Revise the position description as expressed in the attached "Transitional Ministries for Faith Formation, Communications, and Leadership Development" document.
4. Employ a new full time Conference Administrator to begin mid-August at a salary based on a suggested rate of \$17.00 per hour, plus full time benefits. This proposed hiring date allows for an overlap to Pam's position for approximately six weeks during a time of final preparations for Annual Gathering in September and the completion of issues related to summer outdoor ministry programming, as well as time to teach and orient the new staff person.
5. Employ an Outdoor Ministry Coordinator, on a flexible schedule calculated at approximately ½ time for 20 weeks and ¼ time for 30 weeks. Begin this position after the end of the current outdoor ministry season, perhaps August or early September. This position to be paid at \$17.00 per hour, plus pro-rated pension and health benefits.
6. Continue contract with Conference accountant for 2017 at the current wage.
7. Continue contract with Interim Conference Minister through 2017.

**Motion** made by Tim Smith, seconded by Sam Buehrer.

**Motion Carries**

#### **Request for Funding of Fusion, Piqua, Ohio**

Fusion: a Spiritual Community, an outreach ministry of the Congregational Christian UCC Piqua, OH. This extensive ministry is to those out of the Juvenile Court system. It is a safe and welcoming place for these juveniles to work. They work on building projects, have a safe place after school, using Wifi designated by them. This is overseen by a UCC Pastor in Piqua and has been supported a bit by SONKA. This is recommended by Kathryn Anadein and SONKA as they are familiar with the project.

**Motion:** Ohio UCC use \$5,000 of Church Development Monies for Fusion of Piqua, Ohio

Moved by Jay McMillan. Seconded by Jim Meyer.

**Motion Carries**

It was also noted that Fusion come back to Ohio Conference at the end of the year. There are possibilities for Make a Difference Grants and continuing options.

On another topic: Holy Cow: a Consulting firm with churches to assess the possibilities of conflicted churches. St. Peter's church in NWOA UCC has received some funding for assistance. Holy Cow will support St. Peter's if the Ohio Conference and/or Associations have development committees sent representatives to listen to their pitch for assisting churches. Currently three churches in NWOA UCC are

benefitting from their expertise. Mindy Quellhorst & Jill Glass has expressed interest in meeting with Holy Cow.

Topic: Visioning Team has no report at this time, though they have met. One discussion concerned the Annual Gatherings and the poor attendance and how to increase such gatherings. There is still much more to work on and to report.

Also: John asked for help in focusing on what items he should be working on.

### **Lunch Break.**

### **Executive Session**

#### **Nicole Havelka Report**

A full report was submitted. Key to the Visioning process: Communications. Building of networks, because of being able to communicate easily with wide ranges of people. Continue to think about what our general purpose is: is it maintaining church buildings or fostering Faith Formation? At Heidelberg University we are discussing how we might develop youth ministry for the future.

#### **Task Force Reports**

##### **Operations**

**Cathy Green**

Jim Ditzler who chairs this Task Force is looking at the essentials, drainage, work that needs to be done, beds that need repair at Templed Hills. Several groups coming to work on cabins.

##### **Business Plan**

**Cathy Green**

Kaleidoscope is working with the Business team for a more complete business plan for Templed Hills. Perhaps use monies for consultants for a long-term plan though this is on hold. Look at programming and evaluate the part of programming that is all specialized...and to see its long-term possibilities. Looking at accessibility at TH as we meet with an architect. Lots of work needs to be done on marketing. We need to reverse the continued decline in campers at our camp.

#### **Outdoor Ministries/Faith Formation Task Force**

There is no clear charter for this Faith Formation Task Force but this group needs to link with Operations and business plan, which essentially are subsets of faith formation. How can we get this information out to the larger Church? Who convenes this group? Currently there is plenty of energy behind this idea and yet no one for the leadership role. Mindy will talk with Cynthia Tyson concerning the moving forward of this group. Is a name change in order? ODM might work on this.

##### **Nominations**

**Tim Smith**

Nearly a full slate is set. Good progress. Also needed is an "At-Large" person for the Nominating Committee.

08-Aug-2017

The new Guidelines need to be approved for 2017.

1. New table for experience
2. Added modifiers for other education.
3. Added language that leaves freedom for churches about part time ministers.

**Moved: to accept the 2017 Clergy Compensation Guidelines with changes of, a limit of six weeks of vacation and a general name change for the Guidelines.**

**Motion: Accepted**

### **German Partnership**

St. John's church in Dayton is partnering in Germany along with one other Ohio Church.

Bob Tussing and Sharon Pace will lead a 10 student partnership from **CSE** which travels **to Unna, Germany** and around Germany in the 500<sup>th</sup> year of Luther. Last Summer, 10 German Students and two German pastors came to CSE and were hosted by the group.

### **Associations**

- **Northwest Ohio.** The official Association meeting has just concluded in New Bremen. Renewed Partnership with Lutheran Church El Salvador.
- **SONKA** Just finished our visioning process. Ready for implementation. Kathryn is officially retiring on July 31 and a Search Committee is seeking another Interim Association Minister. Transition is underway.
- **Eastern/Western Reserve** Adjusting to Rich Plants retirement. His work is covered by part-time workers. Merging to one Council for the two Associations. Committee on Ministry merging is a bit more complex. Lots of conversations about mutual ministry.
- **CSE** Still working with the new staffing model. Our finances are relatively stable for the moment.

**Annual Gathering for Ohio, 2017: September 15-16 at Westerville UCC.**

**Next Meeting : August 25, October 6 at Pilgrim Hills (Decommissioning) December 1 or 8.**

***Motion to adjourn.***

Respectfully Submitted,

*Robert Tussing*, Secretary, Ohio Conference UCC Board of Directors