

Irvine United Congregational Church  
Admin Board Meeting  
April 19, 2010

Attendance: Keith Boyum, Cheryl Arguile, Paul Tellström, Elizabeth Griswold, Lyle Norton, Cindy O'Dell, David Carruthers, Frank Larkin

Guests: Doreen Smith, Don Bjorklund, Lindy Garber, Kathy Saylor, Anne Rosse,

The meeting was called to order at 7:09 PM. Pastor Paul led us in the opening prayer.

Minutes: The minutes of the March meeting were reviewed and two minor corrections were noted by the Admin Clerk. Cindy O'Dell moved we approve the minutes as amended. Keith Boyum seconded the motion. The motion carried.

Survey From the Long Range Planning Task Force: Lindy Garber, Kathy Saylor  
Lindy and Kathy asked the members of the Admin Board to respond to a series of questions regarding what the Board envisions IUCC's future should be. They asked the members to think about programs, staffing and facilities. Additionally, they wanted to understand the possible costs of any proposed ideas Board members might be considering for the future.

As part of the discussion, several members expressed their ideas (written and oral). Lindy explained the LRP Task Force went to the IUCC Vision statement as their starting point and will continue to seek input from the leadership and the membership. The issue of how to increase the diversity of our membership was discussed and the consensus was that IUCC needs to figure out an effective method to reach out to minority members of our community. The board and guests discussed various ideas. Lindy invited the Board to continue to think about this issue.

Moderator Keith Boyum asked the LRP committee if they had any ideas/comments about our current facilities. One of the issues that leadership is facing is making an accurate determination on whether or not the congregation is ready to commit to new/and or renovated facilities. Several points of view were discussed and the committee will now begin soliciting additional feedback from the congregation.

Task force on Youth, Young Adults and Young Families: Anne Rosse

Anne announced that at the Spring Congregational meeting, the Task force will be recommending to the congregation that the Task Force on Youth, Young Adults, etc become a separate ministry. Brian Percy has volunteered to chair the ministry.

Anne clarified the purpose of the ministry and its possible future growth. If the IUCC congregation approves the formation of this ministry, there would need to be a resulting By law change and this would also be proposed at the Spring congregational meeting.

The Chairperson of the Ministries Board, Don Bjorklund passed around a written report which 1) added a by law provision describing the duties of the proposed ministry and 2) described two options for including adults in various programs of their own – a) replacing the Christian Ed committee with a new Adult Education Committee or b) make adult programs their own separate ministry.

The Board discussed the various options.

Frank Larkin moved that the Board recommend to the congregation that two separate ministries be created - one for Young Peoples programs and one for Adult Programs with the duties as outlined in the document provided by Don Bjorklund and the appropriate by laws authorizing these ministries be amended accordingly. Additionally, the Board would recommend disbanding the existing Christian Education Committee. Keith Boyum seconded the motion. The motion carried.

The Task Force also thinks there needs to be more staffing to serve the youth/young adults in the congregation and that the budget for this person be adjusted from the current budget (\$6300 current). The YYA Task Force recommends the hours allocated for this position is increased and/or that there be two people for these roles. Additionally, the YYA Task Force is allocating \$1000 from their current budget to help offset the cost of staffing the youth/young adult position.

Building & Grounds: Lindy Garber

Replacement Tree – it's been planted and it is a lovely olive tree.

Attic – we need more insulation and we also have a vermin infestation. Lindy will give us the particulars of the expense for cleaning up very soon.

Air conditioning for sanctuary has been repaired (cost = \$6266.33).

All church work day is scheduled for May 15<sup>th</sup>.

Report from Michael Spindle – via email and reported by Pastor Paul

Energy Audit – Michael Spindle

Southern California Edison – our Early Childhood Education Center is eligible for a SCE Grant and we are currently on the waiting list.

David Carruthers moved that all accounts be moved to Bank of America in order to cut the cost of service charges. Keith Boyum seconded. The motion carried.

Chancel Renovation: Joan Thompson has directed that the Hal Thompson Memorial Funds be re-directed to the Chancel Renovation.

Three additional members have been asked to serve on the Architectural Committee:

Claudia Schmutzler – choir

Ann Williams – choir

Janet Emery – member at large.

Matching Funds Campaign - several congregational members have indicated their willingness to 'match funds' in a campaign to raise the balance for seed money to finish the sanctuary renovation.

Child Care Center: Doreen Smith

Enrollment has stabilized and the budget is being appropriately managed. New students have been enrolled for the fall. Classrooms are full so the kindergarteners that leave will now be replaced by new children.

Financial Matters: David Carruthers

March expenses were close to budget. Income was below budget with a net loss of \$6300 for the period ending March 31. The budgeted loss was \$300. The reasons for the discrepancy are: total income of \$35,300 is \$6,600 under budget, \$5,600 of which is a shortfall of both pledged and non pledged income. Pastoral compensation is single biggest over budget expenditure item (pre payment for Paul's trip to the Holy Land as part of his professional development). Outreach expenses are \$600 over budget as well, however, other expenses have been held in check.

YTD revenues are \$117,100 which is \$8600 below budget. Last year at this time, we were under budget by 1%, now we're under budget by 10%. Pastoral expenses YTD are over budget due to retroactive payments of Pastor Elizabeth's medical and pension payment. Office Staff compensation is also running \$1500 over budget but the Christian Education and Music committees as well as Utilities expenses are all under budget YTD.

Child Care Center- Tuition and registration exceeded budget for year and for the month. YTD income is \$95,700 income and expenses are \$93,000. Net income of \$2700 which is \$2500 better than budgeted.

Senior Pastor's Report – Paul Tellström

Paul's report touched on many areas.

Staff - Alex McClement has resigned his position of youth leader and his last day is 4/25/10. Paul recommends we give him a gift for his year of hard work with the kids.

Worship and General – Holy Week went well.

New Member Development- resources are being developed for our upcoming retreat.

Upcoming Events – Big Sunday, AIDS walk,

Jesus Seminar went well

Conference minister – Paul will probably be nominated to be the next Conference Moderator for a term that begins in June.

Israel – Fifteen IUCC members and friends will be going on an educational trip to Israel in May. Paul is using this trip as part of his continuing education leave time in lieu of his usual trip to the Festival of Homiletics.

Architectural committee – still meeting and the designer will be submitting more finished and detailed drawings.

Paul's report reminded us to keep members/friends of IUCC in our thoughts and prayers

Associate Pastor's Report – Elizabeth Griswold

Elizabeth's report covered Activities in the Community (Interfaith Immigration Service at 1<sup>st</sup> Congregational in Long Beach, OC for Darfur).

Sunday School – team teaching system seems to be working well.

The Children's Easter Choir (organized by Tina Glander Peterson and Brian Percy) was a wonderful addition to our services.

Task Force on Ministry to Children, Youth, Young Adults & Young Families.

IUCC Goes Green efforts are continuing- compost workshop, brainstorming ideas for a small church garden, etc.

Six week idea – intergenerational, etc. Best spot is behind the preschool and people are willing to donate. The Board thought this was a wonderful idea.

Moderators Report – Keith Boyum

Spring congregational meeting.

Wish list stuff

Audio – Lyle will follow up on this topic and report back to us – we had some issues with sound at the Jesus seminar.

Ministries Board Update – Don Bjorklund

They met and calendared.

Don will request all ministries board chairs send their reports in early so the meeting won't last long.

Old Business

Music Director Search Committee – Cindy O'Dell.

Committee met and went through the first batch of applicants (10 candidates so far).

Several more are due to come in. Committee hopes to have a recommendation to the board by 6/15/10.

Correction to Email Motion to hire Kristin Princotta – Lyle Norton

Email motion had typo showing her hourly rate of \$40 per hour, which should be \$40 per call. Cheryl Arguile moved that the Board approve the correction. There was a second. The motion carried.

New Business

Congregational Meeting on 5/16/10

A pre congregational meeting forum is scheduled for 5/2/10 – the purpose of which is to show the congregation the agenda for the congregational meeting.

Staff Reviews will be done in May.

Next meeting is May 17, 2010

Cindy O'Dell moved we adjourn. Frank Larkin seconded the motion. The motion carried.

The meeting adjourned with prayer at 9:45 PM

Respectfully submitted,

Cheryl Arguile  
Clerk of the Admin Board