

EXECUTIVE COUNCIL MINUTES

October 1, 2007

Present: Rev. Susan Henderson, Nae Pearson, Gordon Forbes, Dianne Abraham, Holly Brooks, Gregg Brown, Judy Cox, Sue Dollins, Trish Esposito, Jan Forbes, Pete Hotchkiss, Cynthia Page, Ruth Prindle, Doris Raber, Kate Rogers, Leslie Weyn, Leslie Wilson.

Moderator Gordon Forbes called the meeting to order at approximately 7:40 p.m. He opened the meeting by noting that it was Rev. Susan Henderson's first meeting with the Council as our Interim Senior Minister. Gordon invited each person present to introduce him or herself to Rev. Henderson.

Sue Dollins moved that the minutes of the Council's September meeting be approved, as amended. Ruth Prindle seconded the motion, which passed without objection.

Updates—Staff, Boards, Committees

Nominating – Trish Esposito presented the report of the Nominating Committee. She noted that one member of the Board for Stewardship had resigned, leaving four openings on that Board. Trish also highlighted the need for a new NewsNotes editor.

Board for Stewardship—Gregg Brown reported that the Board held its retreat on September 29, 2007. Tim White, chair of the Board of Trustees, also participated. Gregg said that the retreat involved mostly brainstorming ideas for this year's stewardship campaign. Rev. Susan Henderson asked what was the main question addressed at the Board's retreat. Gregg said that one of the main topics of discussion was how the change from pledging separately to the capital budget and operating budget to making a single pledge including both capital and operating funds affected the past year's campaign. Gregg said that another focus was on improving communication/providing education to the congregation.

Policy on Weddings, Funerals—Gordon Forbes reported that he had been unsuccessful in convening a meeting via e-mail, so he would be trying again to schedule a meeting to address, as a priority, establishing CCC policy on weddings. Dianne Abraham noted that the current wedding brochure is terribly out-of-date.

Board of Christian Education—Jan Forbes reported that the Church School just completed its first session using the new “Rotation Model” curriculum. The theme of the first session was Creation. The next session will begin on October 14. Jan noted that the curriculum was so successful that one Sunday there were 20 three- and four-year-olds in a classroom intended for 13. CE will be working to address this positive challenge, Jan indicated.

Board for Social Witness—Leslie Wilson reported that the Board held its retreat on September 22. She said that, given the funding cuts in mission giving, the Board plans to emphasize volunteerism and activism during the coming year. Leslie said that areas of focus will include: the war in Iraq, Civil Unions, and the Israel/Palestine conflict. In addition, the Board will continue with projects such as Rebuilding Together, Fair Trade Coffee, and holiday baskets for the M'Bare Church in Zimbabwe. Leslie said that the Board also plans to explore opportunities to partner with other churches for special projects, such as continuing rebuilding efforts in New Orleans. Gordon Forbes suggested that the Central Atlantic Conference could be helpful in such a project.

Board for Outreach and Engagement—Cynthia Page reported that the “Get the Scoop” event was poorly attended, but it was on an extremely hot day in August. Cynthia said that no new members were ready to join in September. As usual, the conversation meeting for visitors and prospective new members will be held the second Sunday of the month (October 14). There was a discussion of contacting surrounding communities to ask about posting CCC announcements on the communities' list-servs.

Church Administrator—Dianne Abraham reported that the beginning of the church's program year has been very busy. The building is experiencing increasing usage from core users and there is the possibility of new business. The repairs to the front steps were completed, but the repairs revealed that the steps are in the beginning stages of collapse. The structural damage occurred because the paving stones were not re-pointed regularly, which allowed water damage to occur. Replacing the steps would cost between \$ 30,000 and \$ 50,000. The steeple was re-painted. Dry-rot repairs made at the same time resulted in an additional expense of \$ 500. The parking lot was re-paved and re-painted. There are ongoing maintenance issues regarding the pump-room roof, courtyard doors, and waterproofing.

Director of Music—Nae Pearson reported that children's choirs are alive and well at CCC. The Carol Choir, for the younger children, is directed by Jan Forbes. The Chapel Choir, for older elementary school children, is directed by Natalie Foster and Nae Pearson. The Youth Ensemble is directed by Nae. Nae reported that the

communication and coordination between the CE Board and the Music program has been effective in ensuring that children and youth have opportunities to participate in musical activities in worship and Church School. All CCC's instruments have been maintained and are in good form. The Chancel Choir (adults of all ages) has five new members. Planning is underway for CCC's Christmas services. The Chancel Choir is planning a tour of Scandinavia and St. Petersburg, Russia in June 2008. Nae invited everyone to attend a Halloween Organ Concert on October 27 that he said would be exciting and fun for all ages.

Other Business

Ecclesiastical Council for Ellen Jennings—Gordon Forbes reported that the Ecclesiastical Council will take place on October 28. The purpose of the council is to determine the fitness of the candidate for ordination. Ellen is the Director of Education for the Interfaith Families Project. The council is open to all.

Congregational Meeting—Gordon Forbes reminded the Executive Council that it had been decided to hold a Special Congregational Meeting on October 21. Both Stewardship and Trustees will be on the agenda for that meeting, Gordon said. Stewardship will present an update; no action item is planned. The Trustees will present the revised budget for action. Rev. Susan Henderson asked for some background on the stewardship and budget issues. There was a discussion of the history of the Keystones and Recommitment Campaigns to raise capital for the building renovation. There was additional discussion of the issues surrounding the decision to use a pledge card with a single pledge line, rather than separate lines for capital and operating budgets. Gordon Forbes returned the discussion to logistical planning for the Congregational Meeting. Gordon said that the Clerk will need to make an announcement calling the meeting. Doris Raber moved that the Moderator ask Dan Pence to act as Parliamentarian. Sue Dollins seconded. Trish Esposito pointed out that, as Treasurer, Dan might be needed to address substantive, rather than procedural matters. Doris withdrew her motion. Gregg Brown moved that the Moderator ask Tom Gustafson to act as Parliamentarian. Cynthia Page seconded. The motion was approved without objection.

Executive Council Retreat—Rev. Susan Henderson endorsed the idea of a retreat, saying that it would be an important opportunity to clarify CCC's goals and priorities, which would assist the Senior Minister Search Committee in its work. There was discussion of scheduling the retreat on various dates in January 2008, but many conflicts were identified. Sue Dollins moved that we tentatively schedule the Executive Council Retreat for February 2, 2008, with the agenda to be determined, and that the regularly scheduled February 4, 2008 meeting be canceled. Doris Raber seconded. The motion passed without objection. Trish

Esposito volunteered to reserve a meeting room from 9:00 a.m. to 4:00 p.m.

Safe Church Policy—Gordon Forbes said that he knew of a person at Rock Spring UCC who has done safe church training for the Potomac Association. Gordon said that if CCC contacted this person, we could arrange for safe church training in the near future.

Special Fundraising—Trish Esposito reported that the Special Fundraising Committee met and approved continuing the Fair Trade Coffee sales. There will not be a Fair Trade Gift sale this year. The committee also approved the Halloween Organ Concert and the Wednesday noon concerts during Lent. The committee is waiting for more information on the “Souper Bowl” Sunday fundraising event.

Nae Pearson closed the meeting with music and prayer and the meeting adjourned at approximately 9:12.

Respectfully submitted,
Leslie Weyn
Church Clerk