

Executive Council Minutes November 3, 2008

Present: Rev. Susan Henderson, Nae Pearson, Trish Esposito, Aldene Ault, Gordon Forbes, Jan Forbes, Tom Gustafson, Linda Hodson, Richard Jaeggi, Dave Main, Marilyn Meyer, Dan Pence, Jackie Walters, Anne Weissenborn, Leslie Weyn, Tim White.

Moderator Trish Esposito called the meeting to order at approximately 7:33. Rev. Susan Henderson led those present in a guided meditation and discussion to begin a sacred conversation about race.

It was moved and seconded that the minutes of the Council's October 6, 2008 meeting be accepted, as presented. The motion passed without objection.

Interim Staffing Plan

Trish Esposito reported that the Board of Trustees approved the Intermediate Interim Staffing Plan that the Council proposed at its October meeting. The Trustees referred the staffing plan to the Personnel Committee. The Personnel Committee, working with Rev. Susan Henderson, will develop job descriptions for the various positions, Trish said. Trish explained that we will evaluate how the interim staffing is working by the end of the current church year. At that point, we may decide to continue with the interim staffing if it is working well. Otherwise, we may decide to hire new interim staff, Trish said. Trish added that we will need to re-work the job description of the Associate Minister. Rev. Susan Henderson said that CCC will need to create a multi-staff plan for the future. Rev. Henderson said that one question that will need to be answered is whether we will search for generalists or specialists to fill our associate staff needs. By consensus, the Council decided to appoint a subcommittee, consisting of Tom Gustafson, Jackie Walters, Trish Esposito, along with two additional members representing the Transition Committee, to study the question and report back to the Council in January 2009. It is the goal of the Council to bring a staffing plan or plans to the congregation for a vote by March 2009 and to be able to articulate a vision for a new staffing pattern by April 1, 2009. Meanwhile, the committee charged with drafting the church profile for the Senior Minister search will begin its work in January 2009. The goal will be to have the profile drafted by about April 2009, so that the Senior Minister Search Committee can begin its work in earnest. Trish Esposito summed up that CCC is moving through the five tasks of Interim Ministry. One of those tasks, coming to terms with our history, has taken a bit longer than expected, Trish said. Trish said that a NewsNotes Article is planned to inform the congregation about some of the steps we have been following as we work on coming to terms with our history.

Town Hall Meeting

Trish Esposito said that the purpose of the Town Hall Meeting, planned for November 16, 2008, is to present the Intermediate Interim Staffing Plan to the congregation.

Music Committee Update

Nae Pearson reported that the Music Committee met on October 12, 2008. The Committee is off to a great start, Nae said. The Committee began deliberations on a number of issues, including: 1) whether to refurbish several old brass and string instruments in CCC's collection, and if the instruments are refurbished, whether to sell them or to keep them for church use; and 2) whether to continue hosting "outside" concerts and, if so, the appropriate purposes for doing so. The Committee decided that the Days of Simplicity concert series during Lent should continue. The Committee also affirmed that presentation of larger choral and instrumental works at Christmas and Easter is an important part of CCC's music ministry. Nae said that the Committee is working on a plan that can be presented to the Board of Trustees to help with the budget process. Nae said that the Committee also plans to meet with the Planned Giving Committee to explore how to inform potential donors about gifts in support of the music programs at CCC. Finally, Nae said that future issues to be considered include planning an Open House to showcase CCC's Music and Arts Ministry, and how to raise funds for new choir robes for the Chancel Choir. The Music Committee's next meeting will be held November 9, 2008, Nae said.

Debt Reduction Task Force Report

Dan Pence presented the report of the Debt Reduction Task Force. The Task Force consisted of Marilyn Hall, Ann Keeler, Dan Pence (Chair), Neville Platt, and Ruth Prindle. A copy of the Task Force Report is attached. The Task Force recommends a goal of raising \$750,000 over three years to be applied to the principal of the Cornerstones loan. However, the Task Force does not recommend undertaking such a campaign for at least six months, Dan said. Instead, the Task Force recommends undertaking one or more special fundraising events, such as an auction, with the proceeds to go to debt reduction. Linda Hodson said that the Board for Church Life would not be able to organize the auction because the Board is stretched too thin. Aldene Ault suggested putting an article in NewsNotes soliciting interest in fundraising for debt reduction. Gordon Forbes moved that the Council accept the report of the Task Force. The motion was tabled and the Task Force report was referred to the Council's Fundraising Subcommittee for action.

Anti-Racism Update

Trish Esposito reported that Jim Henkelman-Bahn and Delilah Marrow are willing to offer more opportunities for anti-racism work to the congregation. The first such opportunity will be on November 23, 2008, when Jim and Delilah will facilitate a time for sharing stories related to racism. In addition, Trish reported that Delilah and Jim will present CCC's Anti-Racism Audit as a case study at a UCC conference on January 25, 2009. To assist them with this presentation, Trish said she would be distributing materials from the Anti-Racism Audit at the November Board meetings, so that Boards can update the Audit responses, as necessary. Trish also said that, in response to the racist incident directed at Rev. Susan Henderson, CCC will work to update our Safe Church Policy to ensure that there are policies and procedures in place for responding to incidents of racism, homophobia, or violence.

Other Updates

Subcommittee on Fundraising—Tim White reported that the Subcommittee will have an organizational meeting on November 19, 2008. Tim said that the Subcommittee plans to focus on how to communicate to the congregation about fundraising efforts. The Subcommittee would like to be seen as inviting fundraising initiatives, Tim said.

Volunteer Sextons—Trish Esposito reported that volunteers have been trained to serve as volunteer sextons on Saturday and Sunday mornings. It is important to keep Dianne Abraham informed about events that occur during these times, as well as to make sure that there is a contact person designated to represent outside groups that use CCC space, Trish said.

Pastor-Parish Relations Committee Training—Trish Esposito reminded the Council that Dick Sparrow of the UCC Denominational Staff in Cleveland will present the training from 9:00 a.m. to 12:00 noon on November 15, 2008. CCC has extended invitations to other congregations within the Potomac Association, Trish said.

Healing Services/meetings—Tim White reported that the committee, consisting of Tim White, Dave Main, Judy Cox, and Ruth Prindle, proposes to develop three opportunities for healing: 1) a small group activity or activities; 2) a healing worship service; 3) an all-church activity on the theme of what it means to be a member or friend of CCC.

CCC Birthday Celebration, December 7, 2008—Trish Esposito reported that plans for the celebration are moving forward. Former ministers, including Rev. Jim Todhunter, Rev. Bob Marsden, Rev. Shirley Coll, and Rev. Sandy Dodson have indicated that they plan to participate.

Minister Emeritus Status for Rev. Jim Todhunter—Trish Esposito reported that a letter has been sent to Rev. Todhunter confirming this honor.

Potomac Association Meeting—Trish Esposito reported that CCC was well-represented at the meeting, which was held on October 25, 2008. Rev. Susan Henderson, Trish Esposito, Delilah Marrow, and Jeanne Young attended on CCC's behalf.

Open Sanctuary—Rev. Susan Henderson reminded those present that the CCC sanctuary will be open for prayer on November 5, 2008.

Rev. Susan Henderson closed the meeting with prayer.

The meeting was adjourned at approximately 10:12.

Respectfully submitted,
Leslie Weyn
Church Clerk