

Final

Executive Council Minutes from Meeting of September 14, 2009

Members Present: Dave Ackerman (At Large), Aldene Ault (Deacons), Tom Ault (Trustees and Search Committee), Trish Esposito (Past Moderator), Tom Gustafson (Clerk), Richard Jaeggi (Social Witness), Marilyn Hall (Stewardship), Sally Holmes (CE), Pete Hotchkiss (At Large), Pete Macleod (Outreach & Engagement), Dan Pence (Treasurer), Marsha Spieth (At Large), Jackie Walters (Communications Officer), Carolyn West-Gipson (Church Life), Cyndy Wright-Johnson (Moderator-Elect), Tim White (Moderator).

Others Present: The Reverend Susan Henderson (Interim Senior Minister), Nae Pearson (Director of Music), Anne Weissenborn (interim staff), Bob Brown (Transition Committee)

Moderator Tim White convened the meeting at about 7:35. The agenda was accepted.

Minutes for the meeting of August 2, 2009, were approved with minor corrections.

Bob Brown, representing the **Transition Committee**, requested the approval of the Council to add Trish Esposito, Past Moderator, to the committee as a regular member. Present members are Bob and Sue Dollins, co-chairs, and Shirley Coll, Gordon Forbes, Mabel Elliott, and Bill Prindle. Gordon was added last year when his term as Moderator ended, and the committee will likely make a similar request next year. Gordon will remain on the committee. All of the current members, including Gordon, will remain on the committee. A motion was made and seconded that the Executive Council approve Trish Esposito as a member, effective immediately. The motion passed unanimously.

Bob mentioned that the committee has been developing ideas now that we have “turned the corner” on the search process and has set a written summary to Tim White. Tim will circulate this document shortly and give time for Council members to review and contemplate it before the next meeting.

Treasurer: Dan Pence noted that he has published the annual report of the Treasurer for the fiscal year 2008-09. He invites any questions and suggestions about how to improve its clarity. Over all the years he has issued this report, no questions have ever arisen. Tim invited members to review the report and bring any comments to the next meeting.

Appreciation and Feedback on the Rally Day and Church Picnic. This even went quite well, with good attendance and the help of many. To note for the future: table locations downstairs received much more traffic than upstairs, and we should be open to how to move people around the building more effectively. Communication outside the congregation could have been started earlier.

Administrative Items

- The Executive Council retreat will be October 24 at a location to be determined. The theme will be transition.
- Boards and Committees: Dianne Abraham has asked that boards and committees confirm the room/date/time of their usual meetings. Members were encouraged to pass this request to committees under the care of their boards.

- The Annual Meeting will be on June 6.
- Tim circulated a sign-up sheet for pre-board worship.

The Council next considered the **position description for the Senior Minister**. The position description has been approved by the Board of Trustees after extensive input and revisions from the Board, the Personnel Committee, and the Search Committee. The Executive Committee has previously seen a draft. It was moved and seconded that the Executive Committee endorse the position description for the Senior Minister as developed by the Personnel Committee and the Board of Trustees. The motion passed unanimously.

Board, Committee, and Staff Reports

Richard Jaeggi, co-chair of the **Board of Social Witness**, reported on a proposal to bring the mission covenants into the life of the church. The Board wants to be more than a group that gives money and not the sole focus of social witness concerns. It plans to identify a certain number of Sundays to explore themes surrounding the covenants; the Board is “creating the container,” and the question needs more thought and “buy in” by others. Richard circulated a document on this issue, which will be revisited at the next meeting.

Anne Weissenborn, in her staff capacity, noted that there will be an open and affirming gathering after worship on October 4.

Nae Pearson reported that staff are coming together well and seeing cohesiveness in their ministries. The Music Committee will meet for the first time in its second year on October 4 and will consider music within the life of the church and as part of outreach and engagement, with a continuing intergenerational bent. The organ has been well repaired; music has been chosen for All Saints and Christmas; there will be an interfaith concert at the end of the year. Nae has been nominated to be part of the planning effort for the UCC Coalition of Lesbian, Gay, Bisexual, and Transgender Concerns 2010 national gathering in San Diego.

Sally Holmes, co-chair of the **Board of Christian Education**, reported that Kristen Curlee is returning from maternity leave. The first day of Sunday School was on the 13th; two teacher training sessions were held last week, with good support from Jim Steadman and others. Some teaching slots are still available. Young families are holding a pot-luck supper once a month. Plans for the youth group are underway, and the Covenant Class is starting with leadership from Susan Henderson and Bruce Esposito.

David Main, **Clerk of the Rolls**, is busily keeping track of the rolls, putting out more information internally about people coming and going. He is making progress in developing our installation of the Logos church-management software into a central repository of information. The report writer in this software, however, has proved less than useful so far.

Aldene Ault, vice chair of the **Board of Deacons**, reported that the Board had held a retreat in June. They are now moving toward implementing sign-up lists for reading and flowers on the internet. The Board plans to meet this year at 6 PM before the 7:30 all-board meeting.

Tom Ault, representing the **Board of Trustees**, reported that Martha Krieger is serving as acting chair.

- The Board is continuing to follow the lease and possible sale of the property at 9601 Colesville Road. The YMCA, the tenant and potential buyer, has secured grants from the state and from the county to help them purchase the property. At the time the grants were made, the granting governments required the sale be completed by December 31, 2009, to assure access to the funds, but the county has provided an extension for some period. The state seems unlikely to do likewise, and completion of a sale, should we agree to one, by December 31 will be challenging. We are now awaiting an offer from the YMCA.
- We have recently identified a new building problem, water in the pump room that is adjacent to the courtyard. It appears to result from a cracked pipe, and we are awaiting a plumber's report on the extent of the problem.

Tom went on to discuss the activities of the **Senior Minister Search Committee**.

- Photo supplements to the church profile were prepared with photos by Carl Brandt and Wayne and Cory Gray. These photos are intended to give candidates a clearer picture of the activities of the church.
- An advertisement of the position appeared on August 19, with credit due to John Gipson for an excellent drafting job. The Committee also sent a letter seeking qualified candidates to 62 denominational leaders.
- The Committee has already received more than 20 profiles. The application window is scheduled to close November 15, though we have the ability to shorten or lengthen it if we wish. The Committee met for the first time to review profiles last week. We will send out our profile to candidates after we have done an initial screen of their profiles.
- The Committee expects to communicate with the congregation about its progress on a monthly basis. Question was raised about how members can access the profile. According to an arrangement agreed to previously, it is available in the church office.

Dan Pence, **Treasurer**, pointed out that church finances have remained remarkably stable over many years, reflecting both the generosity of donors and careful management by the Board of Trustees and the Executive Council. Jackie Walters reflected that the congregation needs to hear this story. Marilyn Hall agreed to compose an appropriate message.

Marilyn Hall, co-chair of the **Board of Stewardship**, reported that the Board will have a kick-off retreat soon to think through the strategy for the coming year. The Board has several vacancies and is looking for new members. We have received one additional pledge for this year, giving a total of about \$652,000. Twenty-two units that pledged last year have not returned pledges for this year. Marilyn believes at this point we move on.

Susan Henderson reminded us all that we have a wonderful staff. Program staff is stable and growing. We are still working on filling administrative slots.

- *News Notes* will be published in a new way in the future, a change immediately precipitated by an announcement by the Silver Spring Post Office that it would no longer accept such mailings. Publication was suspended for September. Staff are looking at new, electronic approaches, supplemented by hard copy availability for those that cannot receive it electronically.

- The Parish-Pastoral Relations Committee is coming along well, doing what it is supposed to do. Members of the congregation are seeking out members of the Committee to provide input.
- Susan is seeing lots of new people, as many as five new families a month. We need to improve our efforts to connect with these people.
- The staff are anticipating measures to help protect against transmission of swine flu. For instance, for the time being we may need to avoid intinction for communion or the passing of the peace.

Carolyn West-Gipson, chair of the **Board of Church Life**, updated the Council of plans for the Halloween party. The party will be held on Saturday, October 24 this year, because the 3¹st falls on a Saturday itself.

An update was presented on the new website. The address is www.cccsilverspring.org. We will switch to the new site in about two weeks. Volunteers have updated information and populated the new site. Work is progressing on a members-only section, but that feature will not be activated until later. The site will include an archive for reference documents. Boards, committees, and staff are responsible for their own areas; Boards were urged to pass this message along to committees under their charge.

Carolyn reported that she planned to meet with Olan Mills on September 17 to explore how they might work with us on a new photo directory. Interest was expressed in on-line approaches. David Main agreed to join the meeting.

Following a prayer led by Susan, the meeting adjourned at about 9:30.

Respectfully submitted,

Tom Gustafson,
Church Clerk

Approved by the Council October 5, 2009.