

Minutes of the Executive Council
November 7, 2011

Present: Tom Gustafson, Moderator; Karen O'Steen, Moderator-Elect; Rev. Matt Braddock, Senior Pastor; John Gipson (Trustees); Anne Nicotera (Church Life); Trish Esposito (Outreach and Engagement); Anne Weissenborn (Communications Officer); Marsha Spieth (At-Large); Greg Muncill, Financial Secretary; Matthew Nelson (At-Large); Marjorie Hoffman (Social Witness); Rosemarie Kelley (Christian Education); Aldene Ault (Deacons); Dan Pence (Treasurer); Tom Ault (At-Large); Mary Pence (Stewardship).

Guest: Veronica Bailey, Executive Assistant

Tom Gustafson convened the meeting at 7:32 p.m.

Tom welcomed Veronica Bailey, Executive Assistant, who started Monday, October 31 and is training for two weeks with Leonor Rivera. Veronica, who has a Master's degree in Public Health, worked on Capitol Hill in health law. She chairs the Millennium Development Goals Committee of the Episcopal Diocese of Washington, working on global health and other development projects for the Episcopal Church.

Headline Issues – Board Reports

Communications – Anne has visited boards to emphasize outreach and engagement and social witness and met with a subgroup about the web site. Webmaster Barry Johnson asked that submissions for the web site be funneled through the Communications Officer. About 9-10 people met on Sunday, Oct. 30, to discuss communications. Main topic was signage for first and second-time visitors to find their way, understand the flow on Sunday mornings plus generally helping visitors learn right away about who we are and what we do. Internal communications are also critical – letting everyone know what various groups are doing; examples: youth group; Sunday school.

Open and Affirming Group – Several people have organized around encouraging writing letters to elected officials.

Church Life – Believes the Council reinvigorated a Kitchen Committee back in the spring, which consists of people from various boards. **Action:** Research the minutes to see what was decided.

Outreach & Engagement – lots of visitors; encourage everyone to be a welcomer. Pew racks – not anyone consistently cleaning out the pew racks. O&E will pick that activity back up. CCC has a seasonal ad in the program for the Gay Men's Chorus for the current season. Stevan Fisher has done four ads and is experimenting to see what organizations will accept the ads. Rainbow Banner – Dan Schumacher is looking at more permanent options for the front of the property.

Deacons – Worship Committee open to all on Sunday, October 30. The group that met brainstormed ideas about a variety of topics. There will be three meetings a year.

Christian Education – At its retreat, the board discussed communication issues with parents and also to the wider congregation. Resurrected an old document to convey goals for each grade as well as teaching about gender identity and building Christian relationships. The board wants to use a visual representation of the faith journey from K-12 to convey to visitors that CCC has a plan for children.

Matt – Youth Group – getting 30+ youth every Sunday night for junior and senior high – busy and intensive program.

Calendar Planning

November 19, 10-12 – conversations around how we talk about the issues and what training might be needed to have an intentional year in 2012 of conversation about how to live into our covenant; not an optional event – need a representative from every board; facilitator: Ronnie Galvin, Executive Director of IMPACT Silver Spring, member of UCC, works with diverse populations in the area.

Retreat House Future – Meetings in November (16 & 20) will focus on physical plant issues. About 50-60 people attended the first two meetings.

Holiday season plans – Reviewed the decorating of the church; worship times: Dec. 18 (9 and 11 – 2 different services); Christmas Eve (5 and 9); Dec. 25 – one worship service at 10:30; Jan. 1 – one service at 10:30. Church Life is sponsoring the Chrismon workshop and caroling.

General Business: Each board needs to appoint a representative to the Nominating Committee.

Personnel Issues

Veronica Bailey is the new Executive Assistant.

Children and youth positions:

- Sue Wilson is staying on in role of church school administrator.
- Youth position – search committee is empanelled and is working on a search process; Kristen Brown may be willing to remain as youth coordinator until we can find someone.

Budget – presentation by John Gipson – review of current financial situation leads to the conclusion that, unless CCC makes some changes, we will be out of money to pay our bills in June 2012. Discussion followed about what we as a faith community can do to address financial concerns.

Council members offered seven summary points: celebrate the amazing things that are happening here; gratitude; determine why pledge fulfillment is not keeping pace; organizational

structure (meetings vs. mission); capital campaign; communicating about the financial situation to the congregation; the need to do something this year. Short-term issue: How do we get through the next 12 months? Long-term issue: How to become financially more stable?

Tom G. noted three possibilities coming out of the discussion regarding short-term issues: (1) Look at expenses – what can we reduce? (2) Attend to pledge fulfillment issue – work with stewardship regarding messaging that. (3) Do we do something right now to try to increase income? On longer term front, should we do a capital campaign next fall? Overall, we need more extensive communication with and involvement from a larger group from the congregation.

There was discussion around ideas to reduce expenses in the current budget and a targeted campaign to issue personal invitations to individual pledging units to make an additional one-time gift to meet critical concerns this year.

Communication should help develop a healthy culture of talking about money. Tom Ault suggested a letter.

Mary Pence moved that John Gipson, Tom Gustafson, and Matt Braddock compose a letter to increase financial support to the church to send to members and friends before Thanksgiving. Motion was seconded. Motion carried.

Mary Pence moved that the Moderator appoint a committee to look into how and when to present to the congregation for a decision regarding whether or not to have a capital campaign in the fall of 2012 for the purpose of reducing the capital debt. Anne Nicotera seconded. Dan Pence moved to amend by changing the word “reducing” to “retiring.” Mary accepted the amendment as a friendly amendment. Motion carried.

Tom G. reminded the Council that the December meetings about the Retreat House are to consider resources. We need to anticipate and consider responses to various questions.

Is congregational meeting in January a time to bring the two issues – fall capital campaign and future of Retreat House – together to reach a decision on both items? If so, the Council needs to find a way to make the discourses not compete.

The meeting adjourned at 10:15 without objection. Matt offered a closing prayer.

Respectfully submitted,

Jackie Walters, Church Clerk

