

**Church Council Minutes**  
**Monday, November 27, 2017**

Members present: Pastor David Parker, Bob Wallin, Janann Roodzant, Dea Hansen, Stina Queeno, Cameron Cecka, Julie Palmer, Susan Schopf, Ken Opdyke, Marali Woessner, Jerry Grunwald, Jim Slowik,

Members absent: Lanida Brophy, Linda Dady, Erin Tombaugh

Non-Members present: Margaret Mordhorst, secretary, Joyce Atkinson, Ann Oldham, Rawson Mordhorst, Ginger Opdyke, Judy Norton, Sandy Shields

Bob Wallin called the meeting to order at 7:30 p.m. following the monthly meeting of the leadership teams. Ken Opdyke presented devotions to open the council meeting.

Bob Wallin thanked Jim Slowik for acting as chairman at last month's meeting. Changes were made to the Agenda. The minutes of the meeting held October 23, 2017, were approved.

**Old Business:**

Annual reports from team leaders must be submitted as soon as possible. They are needed for the annual All Church Charge Conference to be held next Sunday, December 3, 2017.

**PASTOR'S REPORT/CALENDAR**

A copy of Pastor's Activities/Action Update dated November 27, 2017 was distributed and reviewed. A copy is filed with these minutes. **Attachment #1.** He noted that small group studies are being planned for the spring and fall. He also noted that members to fill lay leadership positions are still needed. Pastor Dave recognized and thanked Karen Pasewark for her exceptional work on Operation Christmas Child.

No changes were made to the church calendar.

**MEMBER REPORTS AND BUSINESS**

**Lay Leader—Janann Roodzant**

No report.

**Worship Team – Dea Hansen**

- The Giving Tree is up in the Narthex with gift tags available. Wreaths were put up in the sanctuary last week. The tree will be put up in the sanctuary on the 28<sup>th</sup>. Crismons from years past will be given away on Sunday.

**Music Ministry – Stina Queeno**

- The field trip to Christ the King church in Bellingham was a very beneficial learning experience in contemporary worship service planning. Anticipated start of a contemporary service has been delayed.
- A revised Sunday Order of Worship was distributed. This Order will start the first Sunday in Advent.
- Children are enjoying bells and chimes and will ring during Advent. The Praise Ringers will play on December 17.
- A choir cantata will be presented Christmas Eve.

Stina reports that she is enjoying working with all groups.

### **Youth/Family Ministries—**

In the absence of Erin Tombaugh, Bob Wallin and Cameron Cecka reported. Bob reported that Erin is still ill with pneumonia and he requested continued prayers for her recovery.

- Adventure to Christmas will be held on Friday, December 15. Pizza will be purchased. Donations of salads and desserts are requested and volunteers needed.
- The Annual Youth Turkey Bowl went off successfully on Saturday, November 25, with snacks and fellowship afterward. Lots of fun.
- Four youth and 2 adults will attend the middle school retreat at Indianola this coming weekend.
- There were 12 youth at the Wednesday night family event—two new members were welcomed.
- A 7-month Confirmation Course began in November.
- A lock-in is being planned mid-December.
- Broomball with another church in Bellingham is being planned in January or February.
- There will be no more fund raising until February.

### **Mission Outreach –Julie Palmer**

- The Giving Tree is up with 50 tags available. Items on the tags are suggestion, not a requirement, and a limit of three items for each tag is requested
- LillieK Foundation toys and items will be taken to the hospital on December 6.
- Tomorrow, November 28, the Homeless Coalition Lunch and meeting will be held in Centennial Hall.

### **Membership and Evangelism -- Linda Dady**

Absent, no report.

### **Staff Pastor Parish Relations – Susan Schopf**

- The SPPR team is working with Finance team; no decisions on staff salaries have been made as yet. Jim Slowik noted that a decision is needed by the December 3 charge conference. It was agreed to meet with Jim on Thursday, November 30, at 1 o'clock to make decisions.

### **Trustees – Ken Opdyke**

- New LED lights have been installed in the church with the exception of the spot lights in the high ceiling in the balcony and sanctuary. LED bulbs were provided but the church needs to obtain a man lift to access the high fixtures and install them.
- A local electrician has been contacted for an estimate for additional exterior lighting needs, but to date has been unresponsive.
- Guardian Security Systems, Inc., Bellingham, manages the security and alarm system at the church. Fire alarms were tested and will provide an estimate to upgrade them and install one or two in the sanctuary.
- Guardian also evaluated the emergency lights that did not work during the recent power outage and found several needing new batteries. These have been ordered.
- Guardian will be contacted about completing the wiring for the lower level camera security system.

### **UMW – Marali Woessner**

- The Cookie Walk will be held December 9, between 9 a.m. and Noon. Cookie bakers are needed; a sign-up sheet will be made available. Cookies need to be delivered between Noon and 4 p.m. on Friday. Set up will be at 8 a.m. on Saturday. Ads have been put in the newspaper.

### **Stewardship/Finance –Jerry Grunwald**

- The stewardship campaign appears to be successful; however, pledges are still being received.
- Expenditures were well over budget to date but a special significant contribution to Current Expense brought the figures better in line.

- Team budget estimates are needed by December 11 when the Finance Team will meet to prepare the budget. Jerry encourages teams to be thoughtful and conservative about their budget requests and disciplined in their use of funds.
- The team is working with the conference treasurer to revisit new apportionment levels and make adjustments.

#### **Treasurer—Jim Slowik**

- New budget figures from the teams are needed soon so as to solidify the budget by mid-January.
- A new category is needed to establish a fund for replacement of capital items and other large-expense items.

#### **Conference Representative—Susan Schopf**

No report.

#### **NEW BUSINESS**

- **Annual Church Conference.** As noted above, the Annual Church Conference will be held Sunday, December 3, 2017, following the church service. A brunch will be served prior to the meeting.
- **2018 Calendar.** Bob requests teams and members to submit input to the 2018 Church Calendar.
- **Lock Doors for Security.** Ross Mordhorst suggested that due to events in society of late, the council consider locking the doors during the church service. Latecomers would be greeted by the ushers with open doors. The issue was discussed. The back and lower doors would also need to be locked. Signs would be needed to indicate open doors. Panic bobs are available. Pepper spray was suggested for ushers.

**Action Item:** Members were asked to give this issue thought and prepare to discuss at the next council meeting.

- **Kitchen Policy**

Bob expressed appreciation to Judy Norton and Linda Jury for their extensive work on our kitchen requirements and procedures. The presentation by Sally Waters from the Island County Health Department on Monday, November 20, was well attended by council and interested church members. There are three choices to be discussed by council:

- Continue the 1-year license for a commercial kitchen; Requirements for a commercial kitchen are significantly more strict as to licensing and procedures. Cost: \$149 per year
- Adopt a temporary food permit/ single event license for events which are open to the public. This allows events to be open to the public with on-site supervision of licensed individuals with food-handler's cards. At least one licensed individual must be present. Cost: \$79 per event
- There are no permits needed for already prepared food to be served to the congregation, or Warming Kitchen. This applies to after-church fellowship, potlucks and events where the public is not specifically invited. There is no cooking for the event and no charge for food or beverage. The church accepts responsibility for the food served.

Jim Slowik moved and Marali Woessner seconded the following motion:

**MOTION: That OHFUMC adopt an event-based kitchen permit.**

Jim Slowik spoke to this issue and council discussed the matter at length. A consensus developed that there is a need to follow strict kitchen practices according to commercial kitchen standards. A policy is needed outlining policies and training for church members, and individuals identified to monitor the kitchen practices. Judy Norton reported on unsafe practices she has seen in the kitchen—both with food brought in and with workers. It was felt that the commercial kitchen requirements were too restrictive and would curtail fellowship activities. It was noted that there are exceptions made in requirements for churches and schools. However, we must be diligent in maintaining safe food-handling procedures at all times.

**The vote was unanimous in favor of adopting the Temporary Food Permit.**

Emphasis was made that the standards did not change with the change of license.

**Action Needed:** A Policy Development Committee will volunteer or be appointed under the supervision of Judy Norton and Linda Jury.

**UPCOMING SCHEDULE**

- December 18, 2017 -- Last day for hosting The Haven
- January 8, 2018 -- Team meetings with new members
- All church Leadership training in Centennial Hall/overview of church structure and leadership
- January 25, 2018 -- Next regular council meeting

Pastor Dave closed the meeting with prayer at 9:15 p.m.

Respectfully submitted,

Margaret Mordhorst  
Recording Secretary

Attachments: #1 Pastor's Activity Report dated November 27, 2017