Voting Members Present: Amy Anderson, Julie Carroll, Fritz Craiger, Jodi Gruening, Irene Hardisty, Matt Harvey, Alex Moon, Eliza Ovrom, Sid Ramsey, Shari Simmons, Bonnie Sunderland, Elizabeth Talbert, Lorna Truck

Voting Members Absent: Wendy Bellus, Lori Fenton, Lynn Hicks, Jeff Marks, John McCormally, Linda Wilker

Others Present: Caroline Bettis, Reverend Lindsey Braun, Reverend Mary Kate Buchanan, Bev Burns, Hallie Still Caris, Christopher Goodson, Karen Jeske, David Johnson, Rev. Rushing Kimball, Linda Knodle, Reverend Doctor Matthew J. Mardis-LeCroy, Rev. LeAnn Stubbs, Emily Tripp, Susan Waller

Introductions & Welcome: David Johnson called the meeting to order at 7:03 p.m.

Devotions: Eliza Ovrom shared quotes from the American abolitionist, Harriett Tubman.

Minutes: May 26, 2020—Minutes approved as submitted.

SPECIAL REPORTS AND OLD BUSINESS
Subject: Devotional Sign Up, Rev. Matt Mardis-LeCroy
   • Requested Church Council members sign up to provide devotions at the start of each meeting. No meetings in July or December.
Subject: Church Council Roster, Rev. Mardis-LeCroy
   • Requested Church Council members review the new roster and send changes and/or corrections to Kathy Sohn, ksohn@plymouthchurch.com.
Subject: Board of Deacon Nominees, Senior Deacon Sid Ramsey
   • Moved the approval of Dr. Roscoe (Rocky) Morton and Sue Davis to the board. Motion approved.
Subject: Strategic Planning Update, Sid Ramsey
   • Completed the triad conversations prior to the Covid-19 shut down.
   • Began committee Zoom meetings in early June.
   • Reviewing the first draft of priorities Saturday, June 27.
   • Preparing to get feedback from the congregation.
Subject: Solar Panels Update, Emily Tripp
   • Plymouth Church Foundation approved grant request.
   • Next step is to hold a neighborhood meeting, per the City of Des Moines. Notices will be sent with the intention of holding the meeting in July 2020.
Subject: TIM Update—Comings and Goings, Caroline Bettis
   • Rev. Nikira Hernandez-Evans is traveling to her new call in Boston, MA.
   • Rev. Rushing Kimball is in his second week as an Associate Minister.
Subject: Church Health and Safety Task Force, Rev. Mardis-LeCroy
   • Task force is organized with Julie Carroll serving as Chair.
   • Will use an ecumenical document as a guide.
   • Decisions to be made include when to gather as a church, in what form and how.
   • Cathy McMullin will follow current data and report back to the committee.
   • Rev. Mardis-LeCroy will work on how a worship service should look with the knowledge that it will be different from our standard worship service.
Subject: Financial Update, Emily Tripp
   • See Financial Review attached.
• Pledges to date are estimated at $756,000. Pledge income is estimated to lag by $72,500, while non-pledge income is ahead of budget. Estimated use of $107,000 from reserve funds versus budgeted use of $58,000.
• Budget remains close to actual.
• Received $207,000 from the Paycheck Protection Program (PPP) on May 11 with $172,000 used to date for payroll expenses. Church plans to apply for the forgivable loan feature of the PPP.

Subject: TouchPoint and Website Updates, Emily Tripp
• Staff using TouchPoint in a test environment.
• Planning on going live either August 9 or October 11 but would prefer the earlier, more aggressive, date.
• Have a pre-recorded webinar for use by lay leaders.
• TouchPoint information is not publicly available.
• Website’s primary function is for use by the public and new members to obtain general information. Soft launch is scheduled for Friday, June 26. Please review and provide feedback prior to anticipated full (promoted) launch the following week.

Subject: Director of Child and Family Ministries Search Update, Rev. Mardis-LeCroy
• Looking forward to a second-round interview with a candidate.
• Arranging for time with church staff members.

BOARD REPORTS
Benevolences: Report submitted is attached.

Christian Education: No report.

Christian Social Action: No report.

Christian Stewardship: No report.

Deacons: No report.

Membership: Report submitted is attached.

Music and Fine Arts: No report.

Spiritual Growth: No report.

Trustees: Report submitted is attached.

COMMITTEE REPORTS
Arts, Memorials & Architectural Changes: No report.

Personnel: No report.

Plymouth Foundation: No report.

Plymouth Women: No report.

Stephen Ministry: Report submitted is attached.

Transition into Ministry (TiM): No report.

NEW BUSINESS: Board of Spiritual Growth Nominee
• Chair Eliza Ovrom moved Kathleen Murrin to the board. Motion approved.
**Member at Large:** Amy Anderson—No report.

**STAFF REPORTS**

Rev. Lindsey Braun
- Living into her new title as Minister of Vitality and Outreach. Working with Boards of Benevolences and Christian Social Action.
- Looking for more stories to share in worship.
- Focusing on justice making, advocacy and outreach.
- God moment: Courtney Rife invited ministers to a rally in Ankeny where she was one of the speakers.
- Ministers marched last Saturday, June 20, in BLM/Pride parade using masks and face shields.
- Alex Moon requested boards sign up to provide two meals for the Central Iowa Shelter and Services. Use Sign-up Genius, link to be placed in chat box.

Rev. Mary Kate Buchanan
- Plymouth Church people are really good at using their hearts. This is reflected for her in the study of the Marcus Borg book, *The Heart of Christianity*. She is grateful to be able to facilitate some of the conversations.

Christopher Goodson
- Paycheck Protection Program helped cover compensation for some of the Music and Fine Arts staff.
- Rehearsal Hall piano is headed to New York City for renovation.
- Preparing and recording virtual worship offerings.
- Working on interfacing with new management software.
- Music programs in a holding pattern because of Covid-19.
- Working on improving live-streaming capabilities.
- Planning a virtual gallery exhibition.

Karen Jeske
- Starting to plan for fall.
- Almost 100 persons are participating in conversations around the Marcus Borg book.
- Rev. Kimball is here. Encouraged to continue getting to know Rev. Buchanan.
- Shared a copy of a book by the Rev. Anthony Robinson with letters written to young and not-so-young ministers. The book is dedicated to Rev. Robinson’s daughter, Laura, and Rev. Brittany Juliette Hanlin, both former TiM ministers at Plymouth Church.

Rev. Rushing Kimball
- His transition is where he has seen God at work.
- Appreciates the many messages and emails from Plymouth Church members.

Rev. LeAnn Stubbs
- First month of working under new title, Minister of Care and Connection.
- New staff liaison to the Board of Spiritual Growth and participated in last week’s board meeting.
- In this season of restructuring, Plymouth Women are at a new threshold.
- Have seen God in the work of the Stephen Ministers. Leadership team met to reevaluate their responsibilities.
- Anna Olson is joining the leadership team.
- Asked that the pastoral staff and Stephen Ministers be kept in mind for pastoral care.

Susan Waller
- Heard from four young women who want to do a book study on racism. Met with them and picked, *So You Want to Talk About Race*. This will be a five-week program for youth.
- Continuing the high school note writers to older members. They are getting responses from some of the folks.
- Continuing the mobile youth ministry visits.
• Discussing how we can pass the torch from the graduating seniors to the next senior group.

CLOSING PRAYER: Rev. Rushing Kimball

NEXT MEETING: August 25, 2020, 7:00 p.m.

Respectfully submitted,
Linda Knodle, Secretary
June Plymouth Church Council Boards Reports

Board of Benevolences, Alex Moon and Irene Hardisty

- The Board of Benevolences plans to meet this summer only as needed, with the first scheduled meeting in August or September.
- Shelter meal (Central Iowa Shelter and Services) sign up for monthly evening meals, (August-July, 26 & 27) will be by Sign-up Genius. Church Council boards and committees should watch for an email message, which will link them to the sign-up.
- Until further notice, cash donations for shelter meals from boards and committees responsible for the meals are instructed to drop-off the meal, which is served by CISS staff, or donate sufficient funds, $300 minimum, to cover a meal. Most committees are donating funds, plus extra funds donated to help cover other CISS costs, such as staffing.
- Plymouth Church’s Family Promise provided evening meals/Saturday breakfast and overnight host May 31–June 6 to two families. The current plan continues with the homeless families residing at Westminster Presbyterian Church. Plymouth Church’s next date for hosting is September 13-20.
- The Food Pantry has been working to establish a larger committee to work on food and hygiene product collection for this fall. Collected food is distributed to DMARC and the hygiene products to CISS, Family Promise and Career Closet.
- The Food Pantry and Food Buddies continue during COVID-19 to encourage cash donations to DMARC, which may be done by making a contribution via the Plymouth Church VIRTUAL DRIVE at www.dmarcunited.org/donate/virtual-drive/plymouth. Additionally, DMARC is seeking volunteers for home deliveries of food packages. Signing up to make food deliveries can be done at www.dmarcunited.org/volunteer. These committees continue to run articles on donation needs for DMARC.
- Career Closet and furniture pickup activities are on temporary hold due to COVID-19.
- The board’s leadership team plans to convene with board committees as it ramps up for program year 2020-2021.

Board of Membership, Fritz Craiger

- Plymouth SWAG. Jen Jensen said Plymouth Swag inventory is still at the Broken Arrow and will remain there until we get the Swag shop is in shape. Jen picked up Judy Burns to join her committee, but is in need of at least 1-2 more committee members to help in transition for future years’ continuity. Next step is developing a plan/process for the operations of the business, especially sales process and financial/inventory tracking, which will include extensive input from Emily Tripp, and documenting the store operations steps: Opening, Processing Transactions, Closing, Training all board members on store processes. The final step is setting up a kickoff marketing plan and board staffing schedule.
- Discover Plymouth Class. The first Zoom Discover Plymouth Class was a successful event. On Sunday, June 7, we had nine new members (five families), 10 board members, all Plymouth Church ministers and representatives from most of the other boards. The content in the two-hour meeting was very thorough, and the introductory Break Out sessions were almost as good as being in person. The board attendees will write notes of appreciation to the new member attendees to show continued interest and support. If a future Zoom session is required, a suggestion was spot on: At the conclusion of the meeting, it could have been a better closure for the new members if it concluded with another 5-10 minute small group break out session, a nice way to solidify the feeling that we care.
- June Board Meeting. The June meeting has a lighter agenda. All seven of the new members attended the Zoom meeting. All attending introduced themselves so the current and new members had some understanding of their connection to Plymouth Church and people in our community. We reviewed the new roles of board members: Fritz Craiger, Chair; Doug Rumple, Vice Chair; Jen Jensen, Treasurer; Maggie Tillman, Secretary; Karen Jeske, Staff Liaison, and Rev. Matt Mardis-LeCroy, Staff Member. Deep appreciation was expressed for Terri Sterk for her solid leadership and hard work as the outgoing chair.
- New Member Change. Fritz Craiger was contacted by Judy Burns, a board first-year member. Judy said she is feeling uneasy with her commitment. It’s not the board, it’s her concern about fulfilling her role and potentially increasing her risk of getting Covid-19. This was a very difficult decision for Judy. We are looking for a new member.
- New Membership Role. June May April
With TouchPoint progressing to its full functionality, the board is eager to learn and be trained on its functions and reporting tools. The end result is that we desire to more accurately report the status of Plymouth Church’s membership. We’re working to build a communication plan to interact with those less active members to learn their issues and share internally how to facilitate more comfort with them attending church again.

**Board of Trustees, Lorna Truck**
- Trustees met on June 16, 2020, and reviewed the financials for May 2020 and 2020 YTD. As a result of the review, the Trustees accepted a re-forecast which estimates a deterioration of pledge income of approximately $72,500 for the year. Total income reduction for 2020 is now forecast to be 4 percent. Expenses remain in line with the budget. We estimate that reserve usage will increase to $107,000 over budget level of $58,000. We will continue to monitor pledge income flows giving the current financial stresses in the economy.
- Trustees continue to monitor the usage of Paycheck Protection Program funds as part of the CARES Act. In addition, we continue to monitor the status of the Tower Project and TiM program funding.
- A rollout of the new Plymouth Church fund raising guidelines is planned for August 2020.

**Stephen Ministry, Bev Burns**
- Stephen Ministry remains committed to one-on-one relationships with people who are hurting, even during Covid-19, which admittedly makes face-to-face meetings difficult. Our members are continuing their care-giving through telecare, Zoom, Skype and texting.
- We have several Stephen Ministers who are without care receivers at this time and we urge all of you to help us find those who need care, especially those who may be having a difficult time dealing with isolation, loss of income or any of the other myriad situations that people find themselves facing these days.
- In the fall, we hope to schedule training classes for people who would be interested in joining our caring ministry. If you know of someone who might be interested in using their listening and caring skills, please pass along their name to Rev. LeAnn Stubbs. We will take it from there!
- We continue to meet through Zoom and are planning ahead for continuing education when we can be back in the same room together. We have contributed funds for our date at the Homeless Shelter.
- We have recently invited Anna Osborn to join our leadership team as a member-at-large.
Plymouth Church Financial Summary
May-20

<table>
<thead>
<tr>
<th>By Summary P&amp;L Line Item</th>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>Forecast</th>
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<tbody>
<tr>
<td><strong>Income</strong></td>
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<tr>
<td>Pledges</td>
<td>756,971</td>
<td>846,000</td>
<td>(89,029)</td>
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<td>Non-Pledge Gifts</td>
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<td>118,961</td>
<td>39,888</td>
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<td>Other Income</td>
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<td>16,085</td>
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<td><strong>Total Income</strong></td>
<td>930,187</td>
<td>981,046</td>
<td>(50,859)</td>
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<tr>
<td><strong>Expense</strong></td>
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<tr>
<td>Total Personnel Expense</td>
<td>557,848</td>
<td>581,448</td>
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<td>All Other Expenses</td>
<td>262,905</td>
<td>288,097</td>
<td>5,193</td>
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<td><strong>Total Expenses</strong></td>
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<td>869,545</td>
<td>8,992</td>
<td>2,128,2</td>
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<tr>
<td><strong>Addition to/Use of Reserves</strong></td>
<td>109,834</td>
<td>151,500</td>
<td>(41,667)</td>
<td>(108,6)</td>
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