CHURCH COUNCIL AGENDA
March 23, 2021 7:00 PM
David Johnson, Moderator; Jodi Gruening, Moderator-Elect

DEVOTIONS: Fritz Craiger

MINUTES: February 23, 2021

SPECIAL REPORTS AND OLD BUSINESS

- Financial Update (Emily Tripp)
- Amended strategic grant for continuation of Georgia Sheriff’s contract (Emily Tripp)
- Church Health and Safety Update (Julie Carroll)
- Sr Minister Search Update (Caroline Bettis)
- Bylaws and Governance Committee update (Mary Riche, Artis Reis, Rocky Morton)
- Nomination discussion/annual meeting prep (Jodi Gruening)

NEW BUSINESS

MEMBER AT LARGE (Amy Anderson)

STAFF REPORTS

CLOSING PRAYER

NEXT REGULAR COUNCIL MEETING: April 27, 2021
April 27 devotions: Irene Hardisty
May 25 devotions: Linda Wilker
March Church Council Packet Table of Contents, as of 3-19-21

PDF packet: Items are in this order, these are not page numbers.

1. Agenda
2. Board of Benevolences
3. Board of Christian Education
4. Board of Christian Social Action (3 pages)
5. Board of Christian Stewardship
6. Board of Deacons
7. Board of Membership
8. Board of Music & Fine Arts (3 pages)
9. Board of Trustees (2 pages)
10. Financial Summary

Board of Spiritual Growth has not met since the last Council meeting, so no minutes from them.

Excel Spreadsheet: nominations thus far. The first tab is alphabetical by last name. The second tab is sorted by Board.

Any nominee who was ineligible for any reason (still serving on a Board for 1 or 2 more years, SO still serving on a Board, not a member, unable to find name in Shelby) is no longer on these lists.

Any name that was not immediately found in Shelby was tried several times with several different spellings. Other staff was also consulted.
1. BoB held its monthly board meeting on March 4th. Board members discussed ways to arrive at the amount of Church giving to the Our Churches Wider Mission. No decision was made but the conversation will continue at the May Board meeting.

2. The BoB will be hosting the shelter meal on March 26th through a donation to Central Iowa Shelter and Services. For future dates that are sponsored by Plymouth boards and committees, CISS has indicated that they are opening back up to volunteers. Groups may either choose to continue to donate funds for their sponsored meal or prepare a meal on site.

3. After the Board chairs and vice chairs from BoB and BCSA met last month, the boards will continue to look at ways that the two can collaborate between committees.

4. Special Offering opportunities include One Great Hour of Sharing (OGHS) and Easter. OGHS is the UCC Lenten Offering that supports disaster, refugee, and development activities and will be a giving opportunity until Palm Sunday. The Special Offering committee has been reviewing Easter gift recipient applications and those local Just Peace initiatives will be announced shortly. Due to no Church plate collection, the opportunity to give (on-line or by mail) is not limited to just weekend services and has been extended for more time for gifts to arrive at the Church.

5. Plymouth Church’s first food drive in over a year will be held March 28th concurrent with the Palm Sunday celebration. The donations will be given to Des Moines Area Religious Council (DMARC) food pantries. Suggested shelf-stable food items include whole grain cereal (such as Cheerios) and canned vegetable, fruit or meat (like tuna or chicken). Cash donations will also be accepted onsite or may be on-line via Plymouth Church website/donation and be sure to indicate donation for DMARC.

   Food items may be dropped off at the circle drive on the Westside of the Church or east and west corners of the front (north) lawn. The drive-through/circle drive will be held from 10:00 to Noon. The east and west corners of the front lawn will be from 11:00 to Noon for people arriving to celebrate Palm Sunday.

Plymouth Church’s Food Pantry committee is sponsoring this food drive. Please direct questions to Irene Hardisty (ihardisty@yahoo.com).
Board of Christian Education

Report to Church Council

March, 2010

Church School via Zoom continues on Sunday mornings and Wednesday evenings. At the start of each section, families pick up supplies at the church. The Epiphany Series wrapped up on February 14 & 17, and was well received. Currently, seventy two children from 46 families are participating in the Season of Lent Church School series.

Preparations are underway for summer programming for children and families. A Parent Survey is being used to gather information about the format of Vacation Bible School and family activities.

Plymouth Quilters have invited Child and Family Ministries to participate in making NICU Hearts. This will be a summer project for children and families. The hearts are made of fabric and are “worn” by moms and dads. The hearts are placed with babies in their isolettes. The scent of their parent helps the babies calm.

The Board of Christian Education has purchased books for children and parents for the Plymouth Digital Library. It is hoped additional books will be purchased in the future, and the board is discussing way to solicit input and suggestions from church members.

Members from the Board of Christian Education have toured the Children’s Library to begin thinking about ways the space can be utilized when programming is offered in the Building again. Church school classrooms will need to be prepared for future programming as well.
Plymouth UCC Board of Christian Social Action Zoom meeting, March 16, 2021 at 6:00 PM

Present: Alyssa Clabaugh, Lynn Hicks, Amy Howells, Wendy Knowles, John Mathes, John Preisser, Janet Rosenbury, Jane Ryan, Lindsey Talbert

Staff: Lindsey Braun

Absent: Judy Downs, Matt Harvey, Anthony Leon, Stephanie Pickens, Joy Wilhelm, Charlotte Wilson

Devotional: Janet

Trustee Report: Matt could not attend. He asked that any questions be sent to him.

Staff Report: Lindsey

- Lori Deeton continues to help with the transition to Shelby Next. Migration should be completed in May.
- Nancy Studebaker was hired as the new Administrative Assistant.
- Search continues for an IT Director.
- Financial Stability Committee is studying better use of church and Foundation funds.
- House and Space Committee has identified a need for repair of the roof before the Solar Panels can be installed. Stonework repair and chiller replacement needs to be done.
- Watch the Plymouth Weekly and the Contact for many in-person and virtual offerings during Holy Week.

Finance Report: Lynn

Trying to work with new operating budget. Uncertain about some of the amounts.

Committee Reports:

Anti-Racism Committee: Joy Wilhelm sent written report

- Working group reviewed budgetary needs and agreed grant requests would be sufficient to cover needs for remainder of 2021.
- Two members of ARC will join a conversation with Sarai and others regarding the Thanksgiving service going forward.
- Plans for George Floyd Memorial Service in May and Juneteenth celebration are ongoing.
- The “Understanding Social [In]Justice through the Power of Place” series has 50 people attending during Saturdays in March.
- ARC is continuing to decide what action is appropriate to support a citizen review board for the DSM Police Dept.

Cuba Partnership: Wendy

- The virtual Cuban Art Talk by Jennifer Josten was interesting and well attended.
- Chuck Offenburger is organizing a presentation around the World Food Prize and lifting the US blockade on Cuba.
- Still have contact with Trinity La Americas and look forward to resuming bible study/potlucks.
- Ebenezer Baptist Church in Cuba has sent some music that can be used in Plymouth’s services.
• Committee continues to be in communication with Stan Dotson on conditions in Cuba.

Welcome Migrants Committee: Janet

• There are 42 members in the “I Was A Stranger Plymouth” Facebook page. It is a 40 day challenge during Lent aligning with the Strategic Plan’s “Practice Justice and Kindness” pillar.
• Two grants have been prepared for submission to the Plymouth Foundation by April 1. Concept papers were sent to Elizabeth and Lynn in advance of this meeting.
• The first grant is for the Art exhibit “El Sueño Americano/The American Dream.” John moved approval, Lynn seconded and it passed unanimously.
• The second grant is for Co-Sponsorship of a Refugee Family. Alyssa moved, Wendy seconded and it passed unanimously. Lindsey said it is important for the Foundation to know the BCSA approves.

AMOS: Lynn, Jane

• Trying to encourage one-on-one conversations to get more people involved.
• Held meetings on children’s mental health issues with Broadlawns.
• Held meetings on affordable housing with Eric Burmeister of the Polk County Housing Trust Fund.
• There is an All- AMOS meeting on April 14.
• They will do fundraising again in September.

P-JPAN: Amy

• Want to talk Elizabeth, Lynn and Lindsey about moving forward.
• The planning group has been able to compile a list of names and send out alerts, but needs help with tech integration and ability and capacity.
• The mission of P-JPAN is similar to the mission of the BCSA and they want to make the most of people and resources going forward.

Peace Committee: Alyssa

• Discussed budget at last meeting and will adjust co-sponsorships accordingly.
• Are co-sponsoring the virtual Palm Sunday Community Service at 3:00 PM on March 28. Details in March Contact.
• Circulated a petition asking that Palestinians under Israeli occupation be included in getting COVID-19 vaccinations.
• Supported the Poor People’s Campaign in delivering 14 Policy Priorities to the Governor and Legislative Leaders.

Transition from Prison: John

• Continue to work by text, email and limited in-person.
• Pleased one former mentee reached out when he had grief that he couldn’t handle.

Creation Care: Jon

• Working with the Iowa Environmental Council on steps that could be taken.
Anxious to install solar panels after the roof is repaired.

**Strategic Plan Implementation:** Alyssa

- Have met two times and are getting acclimated.
- Discussed that MAPS should include pillars. Will first focus on pillar of Hospitality and Belonging.
- Asked how BCSA provided hospitality and belonging. Members suggested shelter meals, Cuba sister church, RENEW work, supporting refugee family, ARC and AMOS work, etc.

**Shelter Meal Update:** Elizabeth

- Has collected donations from board members and will be sending check for $500 to cover the meal.

**New Business:**

**New Board Member Nominations:** Elizabeth

- Joy Wilhem has agreed to a redshirt year. John said Jim Ferguson is willing to serve. Jackie Krone and George Dorsey’s names were suggested.

**Housekeeping:** Elizabeth said that Lynn will chair the next meetings as her baby will have arrived!

**Blessing:** Lindsey
Plymouth United Church of Christ

Board of Christian Stewardship
Church Council Report

March, 2021

- Board of Christian Stewardship met virtually on March 2, 2021 via Zoom.
- Updates were provided to the board from the previous Church Council – Financial Sustainability Committee, Touchpoint vs. ShelbyNext, and Bi-Laws.
- Carol Stratemeyer provided an update from the Senior Minister Search Committee.
- Lorraine May provided an update from the Long-term Strategic Plan Implementation Committee.
- Board discussed recent meeting with Horizon Stewardship and our strategic plan for stewardship.
  - Board agreed to have Rushing reach out to Horizon for references.
  - Board agreed we should engage another firm for a competitive bid.
  - Board voted and passed a motion to seek a Competitive Grant from Plymouth Foundation for funding to pursue the initial discovery phase with Horizon or a competing firm.
- Board discussed nominations for 2021-22 church year. Three of our board members have requested to extend their terms by one year – Diane Graham, Courney Rife, and Keith Uhl.
  - In addition, Carol Stratemeyer asked if she would be required to extend her term in order to continue to represent Board of Christian Stewardship on the Senior Minister Search Committee.
  - Sarai Rice followed up on Carol’s inquiry at a later date indicating it would not be required, but Carol has agreed to extend her term to provide a continued connection between the board and the committee.
- Next BOCS meeting is April 6, 2021.
Board of Deacons – March 2021

Junior Deacon Julie Carroll continues to serve as Chair of the Health and Safety Task Force and deacon Dr. Roscoe Morton is also representing deacons on that committee. Bryan Fiala continues to represent the Board of Deacons on the Senior Minister Search Committee.

The Board of Deacons have hosted sanctuary mediation sessions since December and will continue supporting meditation services throughout the month of March.

The deacons sponsored a successful virtual Shrove Tuesday Pancake Supper complete with Plymouth Shrove Tuesday trivia and a challenge to Plymouth members to give generously to the Pastor’s Good Samaritan Fund. Over $6500 was raised through the Shrove Pancake event – all going to the Pastor’s Good Samaritan Fund!

Deacons will engage with ministerial staff to assist with Lenten and Easter services including a virtual Maundy Thursday service, Palm Sunday processional, an Easter vigil, and outdoor Easter Services.

Current deacons have expressed their interest regarding transitions following the COVID year and the Board of Deacons have submitted recommended nominations to the church office for the Board.

Respectfully submitted,

Sid Ramsey, Senior Deacon
Board of Membership March 2021 Report
Submitted by Fritz Craiger

Shelby Next: Don discussed at length, at what is to be expected for Plymouth’s new version of TouchPoint. A lot of decision making will happen as to what stays in the “old records” and what will be moved over to the “new records”. A large portion of the population will be considered duplicates (or prospects), will be “deleted”, and not moved to Shelby Next. Also, people who have requested to be removed, or transferred to another church, and/or deceased will not be moved over to Shelby Next. The children of Plymouth members, who have not attended or donated, will be listed as inactive – but, it is up to the BoM to decide how long of time we will list these people as inactive. We can always adjust our needs, to include things such as: emergency identifiers (doctors, nurses, etc.), gender identifiers, preferred names, and/or head of household. As this process is started, representation for different boards and committees will help pinpoint the needs from Shelby Next.

Discover Plymouth Class: Next class is set for June 2021. The BoM committee for Discover Plymouth Class has not met yet, as BoM members are still following up with previous class’ Pals. Mary Kate will also be finalizing a script to use for June’s class. The DP Committee will review its outline of the June Class, volunteers needed, etc at the April meeting.

Plymouth Pal Follow Up: All BoM Plymouth Pals have connected with their new members. Follow up contacts were encouraged to continue to build the relationship and demonstrate that Plymouth cares. It was encouraged to remind new members to use their Plymouth Swag voucher that was in their Welcome Bag. The DP committee is soliciting Plymouth Pals for the June Discover Plymouth’s class; any Plymouth member can sign up for this role.

Board Nominations: The BoM will need at least two replacement members for next year; possibly more with the launch of Ambassadors program and leading the Discover Plymouth classes. Nominations were requested and due to Plymouth by March 15th. The BoM is looking for friendly, natural leaders, who are extraverts, and know lots of Plymouth Members Voting on who will serve on boards will occur at the end of April. Three BoM members are red-shirting.
Board of Music & Fine Arts
Meeting Minutes – March 1, 2021

NEW ZOOM LINK: https://zoom.us/j/96707773293  Meeting ID: 967 0777 3293

Board Members: Wendy Bellus, Chloe Bodenhamer, Emily Chafa, Judy Diedrichs, Lori Fenton, Steph Graham, Laura Morrissey, Ann Unge, Lorenzo Sandoval, Marty West, Lori Fenton
Staff and Additional Liaison Board Members: Chris Goodson, Kathy Murphy, Carl Gravander, Anna Osborne

Welcome | All (5:45 p.m.)

Church Council Summary | Lori (5:50 p.m.)
• Financial Sustainability Study group will have something by July
• Pledges $200k short of gpa;
  o Looking at changing to a more year-round model rather than once per year
• $2 million of repairs and updates that are needed. 1.2 million of that is slate roof
• Release of Bylaws and Governance committee's proposed draft
• Update from Susan Waller on youth programming and the YEC
• Update on Senior Minister Search
  o Committee meets weekly. The work is slow but steady
  o “not a linear process, more like spirals”
  o Interviewed search firms and chose Slingshot Group. Will work with Slingshot and UCC Search and call group
  o Considering ways to involve congregation in decision.
  o Mike Goldsworthy from Slingshot will visit Plymouth and will have meetings with ministerial staff
  o Developing survey for congregation as well to gather additional information to create a church profile.
  o Job description will be created after the site visit from Slingshot

Old Business (6:00 p.m.)

November Meeting Minutes – Vote to Approve (6:05 p.m.)

Budget Updates | Chris G. (6:06 p.m.)
• Minimal spending so far this year.
  o Dry erase board replacement for Rehearsal Hall
  o Bulletin board replacements for Rehearsal Hall and Chancel Choir folder storage area.
  o Arts@Plymouth has commissioned a 15-piece set of the Stations of the Cross, giclées for installation in the Plymouth Gallery in March-April, and permanent residence at Plymouth Church. (Cost: approximately $1,100.00, not final yet)
    • Brief explanation of bundling for Fine Arts at Plymouth. In prior years there was a separate fund-raiser for Arts at Plymouth that sponsors items outside of the annual budget.
  o Some sheet music purchased for Virtual Worship Recordings

Board Reports for active groups (6:10 p.m.)
• Deacons
• Trustees (Kathy)
o (CDG) I have been working with Kathy to begin conversations around organ maintenance and financial planning as part of larger fiscal conversations the Trustees are having during this time. My initial report to the Trustees is attached.

o Kathy was able to present a portion of Chris’ report about organ maintenance. ET will work with CDG toward getting the Cumming Fund invested.

o Planning toward future tour of the pipe organ and music facilities by Trustees

- Children’s Choirs
  o K-8 music programming is inactive at this time. Directors are participating in choral ensembles for virtual worship.

- Matins and Youth
  o Continuing virtual and hybrid programming and bi-monthly music recording sessions on Thursdays to provide music for worship.

- Saturday Worship
  o The Saturday Night Band meets monthly to record material for use in virtual, blended worship programming during Winter 2021.

- Chancel Choir
  o The Chancel Choir continues to offer outreach to the congregation through “Thursdays Together” a Zoom social hour where “all are welcome.” Thursdays at 7:00 p.m.

- Gallery
  o Sign up for a 30-minute Gallery visit via the website. A virtual Gallery is also available on the church website. A new installation is scheduled for this month.
  o Arts@Plymouth has commissioned a 15-piece set of the Stations of the Cross, giclées for installation in the Plymouth Gallery in March-April, and permanent residence at Plymouth Church.

**Staff Reports** | Chris G. (6:20 p.m.)

- Significant work in the Rehearsal Hall is nearing completion with new paint, refurbished risers, and new dry erase and bulletin boards.

- Last month, Carl and I met with a team representing the facility staff and House and Space Committee (Dave Miller) to survey chronic water damage to the plaster wall at the rear of the organ chamber (south side wall). The investigation centered on the question of repair timing and necessity in conjunction with repairing the exterior cause of the leaks.
  
  In summary, the damage was not determined to be an immediate, acute concern, but the congregation will need to make long-term plans to repair the leaks. Only after those leaks have been eliminated and moisture has dissipated from the wall will we be in a situation to repair the plaster, potentially 2 years after the exterior repairs.
  
  It is recommended that those repairs take place in coordination with planned organ maintenance.

- Worship staff is working hard to offer relevant, meaningful, and engaging worship opportunities to the congregation through this time and into the future. We are working to plan farther into the future than we ever have before and to increase the level of coordination of that planning. It’s hard work, but we’re excited about the good fruits this endeavor will produce.

- Spring semester music production for worship includes:
  i. Chancel Ensemble
  ii. Matins Ensemble
  iii. Women’s Ensemble (Children’s Choir Directors)
  iv. Saturday Night Band
- Plymouth Bells resumed on February 24 evening with weekly rehearsals in Weland Hall, the first such musical group to meet in almost 12 months – as opposed to the groups that are working toward worship services, only. This group serves the fuller needs normally provided for by our music ensembles: artistic/musical expression, fellowship, nurture & care, and service.

- Recent Media projects:
  i. Lavalier mics to improve audio quality for non-Sanctuary recordings
  ii. Improved audio mixing techniques for the Saturday Night Band
  iii. Improved audio mixing techniques for the Sanctuary music recordings
  iv. Phone Streaming
  v. Incorporation of the gallery exhibits into weekend worship

**Regular Updates (6:30 p.m.)**
- COVID-19 | Chris G.
  - Outdoor worship services are in planning stages for post-Easter. A Survey went out to help find a suitable time to offer the weekly services.
  - Thrice weekly meditation times are available in the Sanctuary.
  - Small groups are being invited into in-person activities in the church building.

- Senior Minister Search | Emily

- Plymouth’s Strategic Plan – Discussion of notes from small group meetings | All
  - Pillar One | Practicing Meaning & Purpose
  - Pillar Two | Practicing Hospitality & Belonging
  - Pillar Three | Practicing Justice & Kindness

**New Business (6:50 p.m.)**
- Potential new BMFA board members (Potential sources of future members include Children’s Choir parents, Handbells, Chancel Choir, Gallery, Chancel Arts, Donor’s to Arts at Plymouth)
- Send names to Wendy by March 10th
- Marti West volunteered to be Board liaison to the Technology Committee for Shelby Next implementation group.

**Adjourn (7:00 p.m.)**

**Next Meeting: Monday, April 5 at 5:45 p.m.**
1. Plymouth United Church of Christ Board of Trustees Meeting Minutes: March 16, 2021

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<th>Present:</th>
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<tbody>
<tr>
<td>Lorna Truck, chair</td>
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<td>Franklin Codel</td>
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<td>Jan Franck</td>
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<td>Aaron Barker</td>
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<td>John Harri</td>
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<td>Peter Pashler</td>
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<td>Matt Harvey</td>
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<td>Richard Swanson</td>
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<table>
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<th>Not Present:</th>
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<tbody>
<tr>
<td>Dick Jones, Treasurer</td>
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<tr>
<td>Deb Ledesman</td>
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<tr>
<td>Erin Netteland-Sandvig</td>
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<td>Kathy Murphy</td>
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| Time Called to Order: | 7:00 p.m. |
| Time Adjourned: | 8:00 p.m. |
| Location: | Virtual/Zoom |
| Prepared by: | Lorna Truck |

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<tr>
<th>AGENDA</th>
<th>DISCUSSION</th>
<th>ACTION</th>
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<tr>
<td>Approval of Minutes</td>
<td>Minutes approved for February.</td>
<td>Motion to Approve—Peter Second-Jan Carried</td>
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<tr>
<td>Financial Reports</td>
<td>The financial reports were reviewed and variances were noted in the non-pledge gifts and personnel expenses.</td>
<td>Motion to approve: Peter Second: Aaron</td>
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<td>Stewardship</td>
<td>The Board of Stewardship is preparing a competitive grant to hire a consulting firm to begin to analyze giving at Plymouth. They have requested that the trustees join in the grant request. The document will be emailed to the board later this month for an email vote.</td>
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<td>Senior Minister Search</td>
<td>A consultant is meeting with groups today and tomorrow. A survey will go out to members soon. Franklin and Dick are members of the Financial Sustainability Study Group. The trustees received a</td>
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<tr>
<td>FSSG</td>
<td>copy of the Background, Mission and Charge for the group. The group plans to complete its study in July.</td>
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<tr>
<td>Agenda items for April and May</td>
<td>An update on TiM financing, designated gifts policy, and a tower update on tax credits</td>
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Sarai graced us with a closing prayer.
Plymouth Church Financial Summary
February-21

### By Summary P&L Line Item

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<th>Variance</th>
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<th>Variance</th>
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<td>4,642</td>
<td>5,000</td>
<td>358</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>203,121</td>
<td>184,647</td>
<td>(18,473)</td>
<td>341,015</td>
<td>322,542</td>
<td>(18,473)</td>
<td>2,145,116</td>
<td>2,108,643</td>
<td>(36,473)</td>
<td></td>
</tr>
</tbody>
</table>

**PPP Forgiveness**

Addition to Use of Reserves

(37,430) (58,847) 21,417

180,229 158,812 21,417

### West Bank

<table>
<thead>
<tr>
<th>Category</th>
<th>General</th>
<th>Designated</th>
<th>Capital</th>
<th>Memorials/Bequests</th>
<th>Fine Arts</th>
<th>Plymouth Women</th>
<th>Coffee Shop</th>
<th>PPP</th>
<th>TIM Grant</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ (237,376.07)</td>
<td>$ 250,000.00</td>
<td>$ 450,000.00</td>
<td>$ (122,170.41)</td>
<td>$ 12,862.18</td>
<td>$ 22,939.29</td>
<td>$ 21,831.11</td>
<td>$ 207,118.23</td>
<td>$ 51,277.30</td>
<td>$ 462,623.33</td>
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</table>

### FUND BALANCE AS % OF OPERATING EXPENSES

```
<table>
<thead>
<tr>
<th>Year</th>
<th>Fund Balance</th>
<th>Operating Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009</td>
<td>30%</td>
<td>25%</td>
</tr>
<tr>
<td>2010</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>2011</td>
<td>20%</td>
<td>20%</td>
</tr>
<tr>
<td>2012</td>
<td>15%</td>
<td>15%</td>
</tr>
<tr>
<td>2013</td>
<td>10%</td>
<td>10%</td>
</tr>
<tr>
<td>2014</td>
<td>5%</td>
<td>5%</td>
</tr>
<tr>
<td>2015</td>
<td>0%</td>
<td>0%</td>
</tr>
</tbody>
</table>
```