

## ARVADA COVENANT CHURCH - MEETING MINUTES

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| Meeting Type: Council Meeting, View Room | Date: 4/19/2022 | Version: Notes | Scribe: Jaci Lippert |
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### Council Members

|                                 |                            |                         |                         |
|---------------------------------|----------------------------|-------------------------|-------------------------|
| Evelyn Simmons<br>Council Chair | Chad Hewitt,<br>Vice Chair | Gordon Wu,<br>Treasurer | Jaci Lippert,<br>Scribe |
| Steve Smee                      | Susan Palmer               | Luke Ringenberg         | Sara Brown              |
| Pastor Brad Bergfalk            | Pastor Jodi Moore          |                         |                         |

### Meeting Handouts

|                                 |                                  |
|---------------------------------|----------------------------------|
| Agenda 4.19.22                  | Financial Dashboard YTD Mar 2022 |
| Minutes 3.15.22                 | Sample Council Newsletter        |
| Budget Surplus Carryover Policy |                                  |

### Call to Order and Opening Prayer

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| Call to order: | Evelyn called the meeting to order at 6:08 PM. A quorum was established. |
| Prayer:        | A time was devoted to corporate prayer.                                  |

### Routine Business

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| Agenda Item  | Scribes Report  |
| Action Taken | Grammar corrected in Pastors Report, Sara Brown added to Attendees. Minutes were accepted as amended. |

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| Agenda Item             | Treasurer's Report   |
| Gordon Wu,<br>Treasurer | March 2022 Revenue includes donations specified for the Debt Reduction Program<br>Expenses continue to be managed against giving<br>Giving Families total increased to 316   |
| Action Taken            | February 2022 Report as reviewed at the Congregational Meeting was accepted.<br>March 2022 Treasurer's report was accepted as submitted  |
| Agenda Item             | Pastor's Report  |
| Pastor Brad Bergfalk    | <p>He is grateful that the staff is working as a team. Brad will be taking next week as vacation. Preparations for the ECC Banquet on 4/29 has resulted in purging, cleaning, landscape updates. There is still a need for volunteers to assist with the break down after the banquet and set up for 9Health Fair that starts early Saturday morning. The team investigating possible sale of land will be meeting with Commercial Real Estate Agents in the coming weeks. He will be facilitating conversations June – Sept, to gather input for the Pastor Search Committee. Topics are:</p> <ul style="list-style-type: none"> <li>• Who Are We Now?</li> <li>• Who Is Our Neighbor?</li> <li>• Who is God Calling Us to Be?</li> </ul> <p>He shared that it has been so encouraging to watch the growth of the staff as leaders, the healing in the membership and the sharing of laughter throughout. All indicators that ACC is moving forward together.</p> |
| Action Taken            | N/A  |
| Agenda Item             | Pastor's Report  |
| Pastor Jodi Moore       | <p>Budget season is here for Jodi. Worksheets went out to staff for department budgets. A draft budget will be sent to the Financial Team for review. The final budget will be reviewed and approved by Council at the May 17<sup>th</sup> meeting. Other activities include planning for Palm Sunday, Prep for the May Congregational Meeting, Managing Staff, Coordination of Easter Baskets to shut ins, Collaboration with Kayleigh Leonard for Ministerial Licensing and female clergy. Jodi shared about the journeys of 3 families now attending ACC. Each had similar stories of finding support through our values of Women in Leadership, Justice and Intergenerational community.</p>   |

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| Action Taken | N/A |
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| Council Business - Information/Follow-Up/Discussion/Action |   |
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| Agenda Item  | Budget Surplus Carryover Policy   |
| Pastor Jodi Moore  | The policy defined that unspent department budgets were to be moved into restricted funds to be isolated for later use. Based on budgets for 7 departments, the administration tracking is time consuming and costly. After discussion, a recommendation was made to discontinue this policy and move the funds into an existing reserve account. Future disbursements will be made following standard request processes. |
| Action Taken   | Vote was taken to rescind the Policy. All funds are to be transferred to "Building and Grounds Reserve Account – 8020".   |
| Agenda Item  | Benevolence Policy  |
| Steve Smee   | The Benevolence policy has been re-written and is ready for review and comment. It will be emailed to council.  |
| Action Taken   | N/A   |
| Agenda Item  | Open Council Seat   |
| Evelyn Simmons   | Evelyn led a discussion on whether to fill the seat vacated by Steffani Warns.  |
| Action Taken   | Consensus was to not fill the seat currently.   |
| New Business   | Council Newsletter  |
| Evelyn Simmons   | A suggestion had been made to create a newsletter to increase transparency and information flow to the congregation.  |
| Action Taken   | Approval was given to proceed. A subcommittee was established consisting of Evelyn Simmons, Steve Smee and Jaci Lippert.  |
| Agenda Item  | Upcoming Events   |
|  | <ul style="list-style-type: none"> <li>Staff and Council Workshop, Saturday, May 14<sup>th</sup>, 8:30 -</li> </ul>   |

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|              | 11:30am (SWOT) <ul style="list-style-type: none"> <li>Congregation Meeting, Wednesday, June 15<sup>th</sup>, 6:090 pm - Budget approval and Staff Reports</li> </ul> |
| Action Taken | N/A  |
| Adjournment  | The meeting was adjourned at 8:25 with prayer  |