

APPROVED AS OF 4/6/2020

Chelsea First United Methodist Church

Administrative Council Minutes

Meeting Date 3/12/2020 [With Corrections to Future Meeting Times Made 3/31/2020]

7:30-9pm, Lower Level Conf Room

In Attendance: Edith Wiarda, Brenda Beck, Kerry Plank, Jim Alford III, John Seto, Joy Barrett, Charles Schmunk, Mike Vanderspool, Sandy Schmunk, Dana Schmunk, Rodney Gasaway

Guests: Darlene Schaffer, David Schaffer, Phil Radant, Michelle King, Diane Brown, Betty Robbins, Judy McArthur

Opening Prayer given by Edie Wiarda

E-Distribution and Approval of Minutes: Everyone felt this was a good process. January minutes were approved as written via email.

Edie suggested a need for a Vice Chair of Ad Council. Edie nominated Mike Vanderspool to be a Vice Chair of Ad Council and Mike was agreeable to this. Seconded Rodney Gasaway. Approved by all.

Coronavirus- Discussion

- Think about cost/benefit of holding an event, going on a trip. Do we need to think about cancelling some things?
- Dr. Alford: resources for factual based information mich.gov coronavirus. Reality is that many Americans will get this virus. Many will not be that ill. Nobody has vaccines or immunity to this virus. The current flu virus occurs over many months, does not overwhelm the medical system. If a huge group of people get ill in a very short period of time that can overwhelm the system. Main symptoms are fever, cough, shortness of breath. Spread through respiratory secretions with main preventative avenues being frequent and thorough hand-washing, not having close contact others. High risk areas include retirement communities, college dorms. The elderly and those with immune suppressant diseases are more at risk. Recommendations: If sick, stay home. Clean surfaces frequently, social distancing.
- Many new recent changes, events closed down, schools closing.
- John Seto – highlighted significant concern with the elderly. Most of the deaths thus far have been in the elderly. Need to think not just about ourselves but of the whole community.
- What do we do at our church to limit spread? Guideline at this time – cancel events of over 100 persons. If have people at higher risk – no more than 10. Some sources note don't react too quickly to cancel everything. However, "By the time it becomes obvious to stop things you are behind the curve." At this time there are 3 known cases in the state but not many people have been tested.

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- Common sense measures – pray for all affected, if sick or have been exposed refrain from attending church and worship on line. Wash hands for 20 seconds, use tissues or sleeves when coughing. **Organize a local church Response Team.** Extra cleaning. Encourage social distancing. Stop passing attendance books, offering plates. Note: everyone touches the front door, other doors.
- Noted the Church facilities calendar is compiled by Edie and Liza.
- Community Breakfast: Cancel? Potential negative reaction to moving forward (are we being responsible?) Have some people who come who are not as healthy, might be a greater risk.
- AA groups – some are coming because hospital cannot handle them right now. Negative results to cancelling these as they are important.
- Worship – Several churches have cancelled services for the next few weeks. Costs : some people may not return, will lose money as not everyone will contribute if they do not come. Suggestion: reach out to people in an intentional way. What do we miss – communion with God, time.? Depending on what is going on in peoples lives it means more to some than to others. What is gained by cancelling : promoting the common welfare, leading by example.
- Alternatives to offering worship – sermons on the web. Facebook live – people can go on live and watch it. Can even be done on the phone. We could hold the service and have people recording or just do a worship service with no one there (mock service).
- Suggestion – cancel for 2 weeks then reevaluate.
- Suggestion – need to communicate in multiple ways if we dispense with services.
- Suggestion - have someone at the door explaining why we are not having the service.
- Comment – We don't want to portray a sense of panic (Brenda). We are here to help those in need. How do we do that if we close down?

Final decision:

- Cancel Community Breakfast for Saturday
- No in person worship for at least next few weeks
- Craft an all church email to provide information/directions and assurance to the congregation that the church and staff are still working, we will remain in touch with each other and respond to needs as they are identified.
- Response team- establish immediately. Work on technology and communication. Michelle King, Diane Brown, Charles Schmunk, Edie Wiarda, Dana Schmunk, Sandy Schmunk. This group to make a recommendation to Ad Council towards the end of the two weeks on moving forward. Then Ad Council can then do an email vote.
- Institute Guidelines for groups who meet in our church.
- Lenten studies – let individual groups decide. Set up guidelines for distancing, hand wipes, reminding people not to come if not feeling well. PDF flyers available on CDC.gov
- Continue to support AA groups meeting in our church.

Finance Update : The church finances remain strong at this time with approximately \$135,000 accumulated budget surplus from past years. This should help the church weather a decline in income due to issues related to the Coronavirus (people not giving as they are not attending church, change in

individuals financial status that could affect their giving/pledges. The finance committee will work closely with Kristy and Joy to monitor the financial status of the church and report and make recommendations to Ad Council as needed.

SPRC Update : Open Position for Financial Manager related to Kristy Fetyko's resignation. Kristy willing to stay on and do critical components until a replacement is found. Finalizing the job description and then will post within the church first.

Church-Wide Objectives: Edie led the group through a prioritizing exercise related to previously identified Church-Wide Objectives (See "Big Picture Issues -- Objectives," attached). She asked to look over the list and mark as following: 1. Essential 2. Important but not absolutely essential 3. Everything else.

Top essential priorities identified were:

#1. Clarify our policy aspirations regarding LGBTQ marriage and ordination within the church and consider adopting a public statement that explicitly welcomes LGBTQ visitors and members. These objectives must be pursued with broad congregational input. Is this part of a larger need to clarify and publicly declare our theological stance?

#2. Identify target demographic groups based on MissionInsite and implement changes to worship, hospitality and outreach as appropriate to their needs.

#3. Launch a marketing effort to build community awareness of who we are.

#8. Support the administration of active mission efforts recommended by the Outreach Ministries Team.

Suggestion that #3 will organically happen in doing the others. #4 , implementing an ongoing method for identifying spiritual gifts and connecting people with opportunities to service using those gifts, is already being worked on by the Nominations/Leadership group.

In consideration is the thought that an organization cannot work on more than 3 or 4 objectives simultaneously and be effective.

Prioritizing and finalizing Church-Wide Objectives will continue at the next Ad Council Meeting. Next steps would be launching those identified, communicating with staff and the congregation, building teams and identifying accountability.

Edie asked that each of the Ad Council Members consider the following questions and be prepared to discuss at the next Ad Council Meeting:

LGBTQ for next time:

1. What is your personal preference regarding this church's stance on gay clergy, gay marriage?
2. What is your sense of the congregation's desires?
3. Does Ad Council decide and declare? Or seek congregational input? If input do you mean a vote?
4. What about our church's compliance with denomination rules?

Summer Worship Schedule – votes we are getting back are about 50-50 for 9:30 or 10:00. Folks from CRC would like the later time. The comments are solidly for having only one service.

Future Meetings and Events: **Updated as of March 31, 2020**

- a. Thursday, April 16, 7:30-9:00 p.m. via Zoom conference
- b. Sunday, April 26, 5-7pm – Ad Council Town Hall Potluck – **Cancelled**
- c. **Another General Conference Q&A? When?**
- d. Thursday, May 14, 7:30-9pm Ad Council Meeting – via Zoom Conference
- e. **Possible All Church Conference near to June**

Closing Prayer

ATTACHMENT:

BIG PICTURE ISSUES – OBJECTIVES

Brainstormed List as of 12/19/2019 **(With additions as of 2/13/2020)**:

1. Clarify our policy aspirations regarding LGBTQ marriage and ordination and consider adopting a public statement that explicitly welcomes LGBTQ visitors and members. These objectives must be pursued with broad congregational input.
 - **New: is this part of a larger need to clarify and publicly declare our theological stance?**
2. Identify target demographic groups based on MissionInsite and implement changes to worship, hospitality, and outreach as appropriate to their needs [with VCM's PIT team]
 - **New: Focus on Elderly (with potential for multi-generational mentoring)**
 - **New: Revamped 11am service and/or new service not on Sun am**
 - **New: One other new focus demographic; can new service also address them?**
3. **New: Launch a marketing effort – build community awareness of who we are. Possibilities:**
 - **Ads**
 - **Publicity for our Local Mission Tithe efforts**
 - **Publicity for new worship launch**
 - **Publicity for LGBTQ policies / declarations, if any**
 - **Bridge Events (per VCM prescriptions)**
 - **Speaker Series (analogous to Music Series)**
4. Implement an ongoing method for identifying spiritual gifts and connecting volunteers with opportunities for service that use those gifts and meet program needs (or delegate this task – Nominations and Leadership Development Team?) **[Retreat generated some ideas here]**

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5. Solicit proposals for the use of the sanctuary renovation capital campaign tithe from community partners and disperse the money [This is on Finance agenda]
6. Support the administration of more events focused on intergenerational fun and fellowship [e.g., Game Night]
7. Support the administration of ongoing small groups for building community and spiritual connection ["All-Church" Lenten Study]
8. Support the administration of active mission efforts recommended by the Outreach Ministries Team [Local Mission Tithe Proposal, Lenten Study, Rev Rodney & Mission Team]
- 9. New: Improve Safe Sanctuaries policy and/or compliance**
- 10. New: Support to Food Ministries to ease volunteer stresses and constraints**