

Shell Ridge Community Church
200 La Casa Via, Walnut Creek
Minutes – Coordinating Council Meeting, April 11, 2017

Attending: Karen Duran, Elizabeth Murphy, Marilyn Michelson, Mary Hogan, Sean McLaren, Betty deKat, Linda Rae Hardwick, Jeremy Carlton, Sandy Mitchell, Wendy Neale, William Fuentes

Absent: Karen DeWeese, Meg Verga, Lenita Shumaker

Guests: Dick Shumaker

Meeting opened at 7:00pm.

March meeting minutes were approved.

Treasurer’s Report

March 2017

Year -To-Date	Actual YTD Mar 2017	Budget YTD Mar 2017	Over (Under) Budget
Givers of Record - Pledge	\$36,343	\$30,593	\$5,750
Givers of Record - Non - Pledge	\$5,457	\$4,108	\$1,350
Total Revenues	\$50,214	\$44,850	\$5,364
Total Disbursements	\$38,531	\$47,088	\$(8,556)
Revenues more (less) than Disbursed	\$11,683	\$(2,238)	\$13,920

The month of March 2017 is reporting a loss of -\$3,413 with Revenues of only \$10,821 and Disbursements of \$14,234. Year-to-Date for the Unified Fund shows that the positive balance in February was reduced from +\$15,096 to +\$11,683 in March. Givers of Record, both pledged and non-pledged were very low this month.

The Disbursements are hard to evaluate this month for two reasons. (1) Not all mail was received for invoices to pay and (2) copies of invoices were not received for the correct allocation. The credit card bill for Pastor Jeremy was missing for 2 months. The total balance was paid, but could not be correctly charged to each account. Copies have been ordered, but did not arrive by Monday’s mail. So ... your patience is requested for a correct April report.

On the Fund Balance Report, revenues included Communion Fund \$160, Food Bank \$100, Heritage /Memorial Fund \$200, Let’s Feed the Kids \$125, and the America for Christ Offering \$376 for a total of \$621. Disbursements included \$498 from the Communion Fund, \$338 for LFTK’s, and the Million Book Fund distributed 1 more student grant for \$125. The transfer in of \$16.66 for Payroll Liabilities was received back for the over payment in January for Minister to Seniors. The

Reserve for Maintenance is building up the fund by \$300 per month as was budgeted.

Pastor's Report

Jeremy has been training Suzanne. She has been doing a great job and is handling the mid-week update, and had the directory done in a week. She is very productive at the office. Jeremy has been doing a lot of visitations, particularly to Karen deWeese and calls to Meg Verga.

Jeremy has also been preparing and executing special services for Palm Sunday, Maundy Thursday, Easter and Earth Day.

Tax season with Sara (and Avery) is almost over and the family is looking forward to the stress of that being behind them.

CONTINUING BUSINESS

Office Administrator – See Pastor's report above.

Church Parking Lot - A congregational meeting is set for Sunday, April 23.

What is the recommendation to the congregation for funding this project? There is a remaining balance of \$4,250 in the capital funds account. Dick and Marilyn both agree that there is money available in our funds, but using it will deplete them.

Mary asked if it is possible to borrow. Dick was skeptical about interest rates for churches.

If a capital funds campaign is initiated, how long will it take to raise the money and how long is the proposal good for? Sean recommended that we go ahead and do the work (as the condition of the parking lot is a safety hazard) but plan to replenish the money with a capital funds campaign following the work.

At the congregational meeting, Karen suggested that the accounts with their balances, the proposal from American Asphalt, photos, etc. and an explanation of what pulling money from funds and the consequences of doing so be presented.

Elizabeth suggested contacting John Muir for a donation. One member of the council agreed to provide \$5,000 towards the project.

ABC- USA Mission Summit Delegates – Nancy Smith and Doug Holmes have agreed to be delegates.

MINISTRY TEAM REPORTS

Worship – The Maundy Thursday and Easter services have been planned. Sean is updating the usher calendar. William expressed concern about hymn choices as it seems people don't seem to know them. Sean suggested asking people to email their favorite hymns. Karen suggested having Joy play through the hymn first or having someone lead the hymn. William also suggested a Sunday of singing. Sandy proposed the last Sunday of August. Karen suggested the Sunday between Christmas and New Year's. Sandy suggested this get calendared. Linda Rae suggested that sometimes a song leader can be distracting.

Sean has been tracking Sunday Worship attendance. The average for the past six weeks has been at 50. Attendance at this Palm Sunday was almost the same as last year's Palm Sunday.

Stewardship – No report.

Facilities – Protection One reported that the smoke detectors in the sanctuary are no longer working (they have aged out). We will need to rent a lift to repair these and if we are doing that we should also replace the overhead light bulbs and remove the surface mounted lights on the beams.

Congregational Care / Fellowship-Easter Refreshments – Lenita has had few responses to bringing refreshments for Easter (council members remedied this). Marilyn is reorganizing the watch care group and reviewing those people we haven't seen at church in a while.

Christian Education – The current focus of the team is on VBS. Materials are in place and the date has been set for July 10-14. The existing banner will be reused. Mary reported that the Bible study on Wednesday afternoons led by Carol Eklund has been fun and fresh and that Carol is willing to hold another Bible study in the evening.

Mercy & Justice / Mission Budget – Wendy reported a successful immigration meeting on March 26th. There was a good turn out and the materials were excellent. The team will review the information delivered and next steps.

Casa Montego – On April 25th, Barbara Condie and Sandy will be meeting with the administrator there to discuss any needs and discern what our ministry might be there.

A mission budget was proposed and presented for congregational input on Sunday, 2nd of April (see following).

Wendy asked if expenses for her team come from her mission budget. The answer was no, that speaker's fees and costs should come out of other accounts (for example, the

fellowship fund). The “New Visions” portion of the budget (\$4,865) is yet to be divided up and the team wanted to keep some reserves for emergencies.

William thought it was unusual that the committee didn’t have a budget to do their work. Karen suggested that the committee needs to request funding from the Finance team for their budget in 2018. Karen reiterated that the 2017 mission budget of \$11K should all be to give to missions. Karen also suggested that the team make a mid-year request for what they need to administer their programs.

COMMITTEE REPORTS

American Baptist Women Missions - Spring lunch on Maundy Thursday.

Pastoral Relations - Next PRC meeting is tentatively scheduled for early May.

NEW BUSINESS

Congregational Meeting – Music – Nothing at this time.

Calling for Offering / Volunteers – Jeremy needs someone to ask to receive the offering. Jeremy would prefer a schedule of helpers. Karen asked council to email Jeremy with offers to help.

Safety Plan for Earthquake – William suggested a safety plan be developed. Perhaps safety training for ushers and that ushers to be more active in seating and accommodating people with walkers so this equipment does not block exits and aisles.

Church Membership

There were no membership changes in the month of March.

Overeaters Anonymous / Food Addicts – Has requested to use the community room on Wednesday evenings from 7pm to 8pm. They will pay \$80 a month. Dick requested a copy of their 5013C status.

Meeting adjourned at 9pm.

Minutes respectfully submitted electronically by Elizabeth Vines Murphy, Church Clerk

**Shell Ridge Community Church
2017 Mission Giving**

Organization Giving

Alliance of Baptists/AWAB	400
American Baptist Seminary of the West	950
Baptist Peace Fellowship of North America	1,285
Evergreen Association-Mission Support	1,000
Interfaith Council of Contra Costa County	1,500
Mt. Diablo Peace Center	100
Pacific Coast Baptist Association	150
TOTAL	\$5,385

Mission Giving

Bay Area Crisis Nursery	200
Let's Feed the KIDS	250
Samaritan Neighborhood Center	150
Seafarer's Ministry of the Golden Gate	150
TOTAL	\$ 750

New Visions

El Salvador partner church	
Immigration Issues	
Reserve for Emergencies	
Committee Operating Budget	
TOTAL	\$4,865

Proposed Mission Budget Total **\$11,000**

Suggestions for Special Offerings

Monument Crisis Center
Redwood Glen (Scholarships)
Shelter Inc. (specific cause)