

Shell Ridge Community Church
200 La Casa Via, Walnut Creek
Minutes – February Coordinating Council Meeting, February 14, 2017

Attending: Karen Duran, Elizabeth Murphy, Marilyn Michelson, Karen DeWeese, Meg Verga, Lesa Adams, Mary Hogan, Sean McLaren, Lenita Shumaker, William Fuentes, Betty deKat, Linda Rae Hardwick

Absent: Jeremy Carlton, Wendy Neale

Meeting opened at 7:00pm.

January meeting minutes were approved. Annual Business meetings minutes were amended and approved.

Treasurer's Report

January 2017

Year -To-Date	Actual January 2017	January 2017 Budget	Over (Under) Budget
Givers of Record - Pledge	\$9,601	\$10,198	\$(597)
Givers of Record - Non - Pledge	\$1,370	\$1,369	\$1
Total Revenues	\$15,390	\$14,767	\$623
Total Disbursements	\$11,162	\$12,370	\$(1,208)
Revenues (more) less than Disbursed	\$4,228	\$2,397	\$1,831

January closed with a positive Unified Budget balance of \$4,228. \$3,200 of this is due to pre-payment of rent from various facility users.

Meg suggested that it may be time to review our investment accounts as the economy is doing well, but growth from our funds is negligible. Marilyn pointed out that we are invested in bonds which did not see the same year end growth as stocks. Meg & Marilyn agreed to take the lead and invite others from the congregation to review the investment accounts. Investment accounts will also be evaluated on their social responsibility.

Pastor's Report

Aside from weekly planning, coordinating, communicating, research, writing, designing, printing, preaching, and administering the Sunday church service...

This past month Jeremy has spent a lot of time in planning meetings with various committees and individuals at SRCC given that we have transitioned into a new year and that there are several new leaders. Jeremy met with Wendy Neale concerning mission and outreach, the Worship Team concerning planning for Lent, Michael Blackburn concerning leading our choir once again (we'll know if he'll be able to within the next week or two), Sean M. regarding several areas of concern with facilities, Carrie Butler and Carol Eklund several times concerning worship leading (through music) to talk over logistics and met with the Pastoral Relations Committee for the first time with its new members.

Working with our Youth Group, we filled the black backpacks and Jeremy coordinated having them handed out to the houseless at Loaves & Fishes and has even handed out a few already, and at random, to those in need at the park in Walnut Creek and Concord. Jeremy has also been teaching and developing programming for our Youth for the Spring-time.

Working with the Facilities team, the SMART TV was mounted on the wall in the Sanctuary and Jeremy will start using it within the next several weeks once he gets familiarized with its capabilities.

Jeremy has been reviewing resumes for the office administrator position alongside Karen and Betty. They are getting ready to interview 3-4 candidates with the goal of hiring someone within the next 2-3 weeks.

Lastly, Jeremy reports that his family is "hanging in there". Tax season is upon them so Sara is pulling 12+ hour days (something she's been doing for well over a decade so this is very familiar territory for them), Avery is much the same, and they are doing their best to make sure that they are able to not only spend quality time with one another, but also practice self-care whenever and wherever possible. It is going to be a very busy few months, so there will be days where the Carleton's all look a bit weathered.

Worship Report

A team meeting will be held on February 22nd in preparation for Lent. One idea is to set aside 15 minutes before worship for silent prayer in the Sanctuary during Lent. Jeremy has developed the Ash Wednesday service. The team is checking on Michael Blackburn's availability for special music on Palm Sunday and Easter. On March 5th, Reverend Melinda Bates will be preaching. Jeremy will be the worship leader. Carol Eklund will be holding a Bible study through Lent and maybe longer if there is enough interest. The team is also developing a class on usher duties.

Stewardship Report

Thank you notes have been sent to those who pledged to give in 2017. Some people did not receive them, so Meg will follow up. Year-end giving statements have also been sent out.

Regarding memorial donations, people usually designate where the money is to go, so this needs to be tracked. If you know who provided the funds, you may also ask their permission on how it may be used.

Stewardship will let families know when a memorial donation has been made and a thank you note will be sent from the church by the Stewardship team. The team will review whose responsibility this will be, but probably will fall on the person counting receipts.

Facilities Report

A walk through inspection of the building and grounds has been conducted. Tim Michelson and Bob Hogan trenched along the back wall of the community room and fixed drain hoses to gutters to redirect rain water away from the building. March 11 will be a church wide work day. Jeremy's assistance has been asked to promote this in order to get more than the usual workers to come. A list of projects for the day will be developed. The kitchen water heater which is under warranty has failed. The part is on order and waiting for its arrival and the plumber to install. This affected the kitchen hot water only. Some siding also requires replacing.

Congregational Care Report

Sara Carlton has accepted the position for Fellowship hospitality. There are no written guidelines for Fellowship. Lenita will provide guidance.

To show hospitality, please be reminded to leave the back rows of the sanctuary for newcomers and late arrivals. Members should sit to the front of the sanctuary and move to the center of seating rows.

Christian Education Report

Curriculum for Vacation Bible School scheduled for July has been chosen: "Catching a Wave". Both Sunday School and Kids Can Club are going well.

Lenita would like to see a list of Christian Education activities published.

SALT Report

At the February 1st meeting SALT started to make a list of projects and priorities and a plan to disburse this information to the congregation. Next meeting is March 8th.

Special offering envelopes are to be placed into worship bulletins and pulled from seat pockets. The concern is that funds meant for the Unified Budget may get misdirected if the wrong envelope is used.

American Baptist Women Report

A very rewarding meeting was held February 9th with a large attendance for White Cross activities. Campbell and Progresso soup can labels continue to be collected. Margaret Granquist made 15 flannel baby blankets. Next meeting will be in April.

Pastoral Relations Report

The first meeting of the year was informal and informative. The committee meets quarterly with the pastor. The hiring of an office administrator will help lighten his work considerably. His scheduled day off is Mondays, however, Jeremy does not necessarily take this day off but manages his work load and time off depending on what needs to happen.

New Business

Council Meeting Minutes

In order for Council meeting minutes to be available to membership more timely, meeting minutes will be run by a few council members electronically for review and editing, then will be uploaded to the church website for members to view. (Jeremy will upload to the website.) Members wanting a hard copy can be put on a list and the church clerk will mail them out.

ABC- USA Mission Summit (formerly known as the Bi-Annual meeting)

The Mission Summit will be held in Portland, Oregon, this year. Micky Holmes, Nancy Smith and Lura Bublitz plan to attend. It was suggested that Jeremy might attend. In order to reduce individual's costs to attend, the church needs to register and pay \$250 registration fees. William suggested that delegates report back.

Motion: That Shell Ridge Community Church will register* for the Mission Summit and pay \$250 registration fees from the Outreach and Growth budget.

Votes: Motion made by Karen DeWeese. Seconded by Lenita Shumaker. All in attendance were in favor. None opposed.

*be a sponsor church

Church Parking Lot

There are big decisions to come regarding the church parking lot. A proposal to remove and replace the current parking surface, remove and replace the concrete curbs and restripe has been received in the amount of \$77,370. The area cannot be patched or seal coated as the surface of the parking lot has deteriorated too far. In order to keep costs at a minimum, only the parking area on the south east side of the property has been proposed. The parking area behind the lawn, kitchen and community room (also known as the sport court) is not included in the proposal. This project cannot be deferred any longer and funding / financing ideas must be generated. The parking lot is a safety issue. The pot hole in the driveway ramp up and into the parking lot is a problem. Root heaves are tripping hazards. Restoring it will improve our appearance and curb appeal and generate interest in the neighborhood as we undertake this activity.

Vice Moderator

The Coordinating Council requires a Vice Moderator. Marilyn Michelson and Karen DeWeese both volunteered for 3 months each so Karen Duran will propose a rotational schedule for the year.

Resignation of Minister to Seniors

Karen DeWeese resigned from the paid Minister to Seniors position she has held for the past nine years. She will continue to work with seniors on a volunteer basis. The Council extended gratitude for her loving service.

Church Membership

There were no membership changes in the month of January.

Meeting adjourned at 9:00pm.

Minutes respectfully submitted electronically by Elizabeth Vines Murphy, Church Clerk