

First Congregational Church of Woodstock

MINUTES of GOVERNING BOARD MEETING

Wednesday Oct. 11, 2023, at 7:00 p.m.

In Attendance: Rev. Dr. Kevin Downer, Charles Bottieri, Suzanne Cimoichowski, Jennifer Duggan, Ginny Moylan, Bruce Staehle, Bruce L (Senior Deacon) Laura Boies (as clerk) [Jim Nowak is away]

Welcome and Opening Devotion

- Assistant Moderator, Bruce S, opened the meeting at 7:02 pm.
- Bruce L (Senior Deacon) offered the opening prayer.

Current Action Items –

Report from the Deacons

- Bruce L submitted proposed changes on behalf of the diaconate including:
 - Suggested changes to the bylaws to extend the transition period for the deacons beyond January 2024
 - Draft of the new model for deacons to primarily include:
 - Provide support to the Pastor.
 - Serve as liaisons to the ministry teams as a source of spiritual grounding.
 - Encourage spiritual growth within the congregation, as well as nurture future deacons and leadership.
- The Deacons are reviewing all the tasks they perform and are evaluating each one regarding whether it should remain a duty of the deacons or would be better suited to another team or ministry. This will likely be an ongoing process through the next year.

Plans for GB Dinner with Rev. Carol Steinbrecher

- Potluck on Wed. Oct. 18th @ 6pm at Cimoichowski's.
- Conversation on strategic planning looking forward.

Parsonage Sale Prep (Charles)

- Electrical issues have been addressed.
- Smoke detectors have been installed.
- The survey is underway.
- Due to the high cost of a new well, we will wait until after the vote at the Special Congregational Meeting, Oct. 22nd.
- Septic repairs should be scheduled soon.

GB 2nd Hour Conversations

- The scheduling of the November and December 2nd Hours conflict with "Finding Meaning in the Message"
 - November 12 moved to Nov. 5 (Overview of Finance)
 - December 10 moved to Dec. 3 (Bylaws)

Preparation for Special Congregational Meeting

- The Call has been posted for the Special Meeting on Oct. 22 immediately following the Sunday service.

First Congregational Church of Woodstock

MINUTES of GOVERNING BOARD MEETING

Wednesday Oct. 11, 2023, at 7:00 p.m.

- Information regarding plans for the sale has been shared through emails and direct conversations with congregants. The main response from congregants is concern for Ginny and Bill.
- We will continue to run The Call as is unless any additional information needs to be added or updated.
- Members can attend and vote virtually.
- We need a quorum of 35 members. Encourage members to attend. Offer help getting online, offer rides if needed.
- Send a special reminder email on Wednesday prior to the meeting, which will include the link and offering assistance.
- At the meeting:
 - Jim, as Moderator, will give a brief introduction and state the Motion: *to authorize the Governing Board to sell the parsonage.*
 - Respond to any questions.
 - Vote

Member Role Review

- Letters were sent to some members/friends to update their status.
 - Some have responded that they want to be put on the friends list.
 - Anyone we have not heard from by Sunday will be listed as inactive.
 - Rev. Kevin will send an updated list to the clerk.

Communications Policies

- Rev. Kevin shared/updated a detailed document for Communications Policies in the Communications Drive.
- MOTION made by Suzanne: to approve “Section II: Policies” of the Communications Guidelines document. 2nd by Charles. Motion passed unanimously.

Bylaws Change Proposals

- Quorum is currently 35. Due to our smaller membership, this needs to be updated.
 - Should quorum be a percentage? A percentage of current membership or of average attendance? Plan to discuss with Carol Steinbrecher.
- Other suggested changes:
 - classification of members/friends/associate members
 - term for treasurer

2024 Governing Board Nominations

- Members of GB who were originally one year members could run again.

Minister's Report

- See full Pastor's Report [2023.10.10 Ministry Update.docx](#)

Facilities Report (Charles)

First Congregational Church of Woodstock

MINUTES of GOVERNING BOARD MEETING

Wednesday Oct. 11, 2023, at 7:00 p.m.

- See full Facilities Report [October 2023 Facilities Report.pdf](#)
- A new inverter for solar panels should be installed soon.
- The paving is done.
- The new dishwasher is in.
- Labyrinth rock removal is scheduled for Sat. Oct. 21, 9-12pm.
 - Ginny reports that Woodstock Academy no longer requires community service hours.
 - Her contact at WA is unavailable at this time, but she will reach out again.
 - Ginny suggested supplying pizza for the volunteers.

Finance Report (Suzanne)

- See full Finance Report [FCCW Financial Reports 9-30-2023.pdf](#)
- The Finance team is drafting the budget for next year.
- GB will need to vote on the housing and salary issues before the end of the year.
- The GB agrees that the minister should continue to be an authorized signer for the New Century Fund.

Closing Prayer offered by Rev. Kevin.

Meeting adjourned 8:50pm