

First Congregational United Church of Christ

Portland, Oregon

CHURCH COUNCIL MINUTES

May 18, 2017

Members Present: Moderator Peace Young, Treasurer Belinda Moos, Member-at-large Karen Hurst, Ass't Minister Elizabeth Durant; Staff Present: Business Manager Cara Rothe.

Members Absent: Ass't Moderator Frank Baldwin; Past Moderator Al Horn; Members-at Large Christian Logerstedt, Karin Wriggle; Senior Minister Michael Ellick.

Guests: Sarah Vasquez; Stephanie Mullen, Peacemaking Core Facilitator; Amanda Guthrie; Ed Granshaw.

Moderator Peace Young called the meeting to order at 5:28 and Belinda Moos opened with prayer.

The following e-votes were submitted for the record:

- April 20 Council minutes (approved on May 1);
- Appointment of Kathy Sheibley to Selection Committee (approved on April 26).

Announcements:

- Grant Helbley and Michael Overman will attend the UCC General Synod in Baltimore at the end of June. Their expenses are being funded by grants and by the church.
- Sarah Vasquez presented the Safety Team report. This team includes Frank Baldwin, Dean Sigler, Cara Rothe, and Sarah, who serves as chair. Her report included a plan of action and the concerns the team is addressing; she emphasized the need for leadership training.

A four-way covenant among Rev. Amanda Guthrie, Providence Portland Medical Center, First Congregational UCC, and the Central Pacific Conference of the UCC was presented and explained. Church participation in this covenant was affirmed and Moderator Peace Young signed the document.

Ministers' reports were perused. (See attachments)

Stephanie Mullen reported on the work of the Peacemaking Core:

- Ten people attended the Mother's Day vigil in Tacoma.
- We continue to be involved in IMIrJ
- Three members of the church family currently participate in the Radical Reading groups.

- The next ArtReach show (June, July) features work by Dale Washington and his experiences and observations of homelessness in Portland. There may be a Story Lab during this exhibition; other ideas for focusing on radical welcome and houselessness are being explored.
- Stephanie also embraced the possibility of reopening our building as a homeless shelter; discussion was scheduled on the agenda for later.

Sarah Vasquez led our visioning session on “Safety in Sanctuary.” She invited us to consider what each of these words means to us in our personal and community context. We attested to the need to trust, to be trusted, and to be vulnerable, and we noted how interconnected these three are. We answered the question “How can we be stewards of sanctuary for outsiders?” by realizing that that happens only by not seeing anyone as an outsider.

Belinda Moos presented the financial report:

- Net liquidity (assets minus liabilities) continues to trend over \$1 million, continuing to reflect stability with Church’s financial status. Income was unfavorable to budget MTD due to timing issues on the monthly receipt of our PCPA/Annex sublease which was received in May. Including those payments, April is favorable in total income by \$1.5k.
- YTD continues to be favorable to budget due to higher General gifts, ArtReach, and sale of the espresso cart and 2 pews. If we include the payments referenced above, YTD Income would show favorability of \$21k.
- Expenses continue to trend favorable both MTD and YTD primarily due to lower Building expense, Custodial expense (monitoring of hours is enhancing our savings), and open Youth Teacher position. Note that part of the savings related to the Youth Teacher was voted on to reimburse expenses for our MID Baltimore Synod trips.
- An update on the Sustainability project included a set date that the UCF team will visit us to provide in depth detail on their Sustainability mission and investment strategy. On September 10th after worship, we will host a meeting in Fellowship Hall for this event. More information will be announced closer to the date.

Cara Rothe provided a proposal and budget and an update on efforts to reinstate a Multnomah Do Good Shelter in our Fellowship Hall and Chapel. A grant application has been submitted and Steve Eggers’ “Blue-Grass in the Park Blocks” fundraiser netted approximately \$8000. Stephanie urged an “Issue Campaign” to inform and engage people so that our overnight guests will feel more welcomed and so that all of us will be more knowledgeable and affirming of one another.

Other items of discussion included:

- The Church lift training and signage has been completed. It was suggested that directions be posted inside the lift in a large format near the controls, in addition to those already posted outside.
- A system to send phone messages via e-mail to staff in a situation where a phone into the church has been missed has been set up by staff. This is in order to keep a record and to call back those missed called.
- A church-owned video recording system is being investigated in; Ed Granshaw is helping with this process and advising regarding needed equipment. There is money in various categories in the budget to support the purchase of the costs of the camera.

Ed Granshaw closed our gathering with prayer and we adjourned at 7:30.

Senior Minister's Report to the Board: May, 2017

Internal

- Pastoral calls/visits: 52+ since last Meeting
- Sunday Worship ongoing,
- Monday meditation groups ongoing.
- Thursday small group
- Supervision/Management of all staff and core functions.
- New logo development with Joey Rodriguez and Staff
- Mentorship for our MIDs
- Meetings with core ministry facilitators one on one...
- “Young Couples” / Young Adult Dinner(s)
- New Member Integration
- Immigration Taskforce
- Rev. Hector Lopez to be volunteering as an on-call Minister 1-2 days a week.
- Regular Ministry for “Park Block” walk-in needs
- Embrace Festival here at First Congregational

External

- Planning Meetings with Mary Nemmers of “Metropolitan Association for the Common Good”
- Open House event for “Teach Me to Fish,”
- Meeting with Sister Simone Campbell
- Meetings with the Oregon Justice Resource Center
- Spoke at Wildfang’s “Free Speech” Event with Kilong Ung
- Featured in RedBull’s “Maven” Documentary on member Emma McIlroy
- Return & Remembrance Event with the Japanese community at Portland Expo Center

In Development

- **“We Refuse To Be Enemies” event with Neveh Shalome, Muslim Educational Trust, EMO, and Multnomah County. This is both a special event on May 21st, but also an ongoing interfaith relationship building strategy.**
- Rapid Response Planning with Ecumenical Ministries of Oregon
- Next phase for “Awakening Leadership” Gathering (Wayfarers)

- Next “Outwork”Event on May 20th
- Development for the “Beloved Community Forums,” in conjunction with Ecumenical ministries of Oregon, Muslim Educational Trust, and other faith/non-profit leaders around the city. Hoping for a launch in May

Assistant Minister's Report to the Board - May 2017

Internal

- Preached twice and helped lead worship & children's time
- Pastoral care: ~40 calls and in-person visits (possible memorial for Bud Shafer...TBD)
- Experimental Music Sunday
- New Visitor Breakfast, New Member Joining Sunday, New Member Orientation
- **Began teaching 6-week Spiritual Quest class (adult faith formation)**
- Called to Care quarterly team meeting and support (Easter flower deliveries)
- Family Ministries team meeting
- **Godly Play Training for new storytellers**
- Planning for Summer Curriculum for Children (focus on compassion)
- Family Gathering night at Wriggle-Schauer home
- Youth Movie Night in the Kiva (success!)
- Youth Lounge (snacks, games, conversation on third Sundays of the month)
- Youth collective coordination & planning for new hire
- Begin recruiting for Child Care Provider for nursery (Nell leaves us in late June)
- Summer Camp Scholarships promotion (note: deadline is May 24)
- Promoted kids & youth events (web, email, bulletin board, in-person invites)
- Met with Core Ministry Facilitators re: possible community calendar
- Ongoing Welcoming team meetings with Rev. Alison Killeen
- **Climate Justice March on April 29 (chaperone youth, gather church contingent)**
- Safety/maintenance review of nursery and classroom
- Proofread bulletin & weekly email; logo development meetings with staff

External

- Panel Guest at "Partner for a Hunger-Free Oregon" Leadership Initiative
- Muslim Educational Trust Fundraising Dinner & Cultural Night (May 13)
- May Day partnerships with PCHRIP, Gabriela Portland, AAPRP, IMIrJ
- **Promotion and coordination for Resolutions Northwest CPC Workshop (June 3)**
- Central Pacific Conference (CPC) Clergy Retreat
- CPC Justice & Witness Ministry Team Meeting
- CPC Racial Justice Network Bi-Monthly Gathering
- SURJ Interfaith Action Group Meetings & promotion of interfaith events

In Development

- Eve's Circle Retreat on May 20

Assistant Minister's Report to the Board - May 2017

- Recruiting youth to attend “We Refuse to Be Enemies” Interfaith Event on May 21 and promoting to the CPC
- Planning for Pentecost on June 4
- Recognition of Graduates on June 11
- Chaplain to 4th and 5th graders at Camp Adams in late July
- Support Members-in-Discernment report back to congregation in early August
- OWL Training (Youth Sexuality Curriculum) in mid-August

First Congregational United Church of Christ
Proposal for Do Good Shelter
May 18, 2017

Do Good Multnomah in Partnership with the First Congregational United Church of Christ, located at 1126 SW Park Avenue, would like to submit this proposal for the Do Good Women's Shelter. This shelter would be utilized as an emergency/bridge shelter to assist community partners that are working with women that need immediate shelter while seeking a more permanent and stable residence. Partners would include, but not limited to: The Department of Veterans Affairs, and other medical facilities, Multnomah County's Department of Community Justice, treatment centers, and the multitude of agencies assisting women with rental/ deposit assistance.

This shelter will be open from 8:00 PM to 6:00 AM and will take the place of the informal shelter on the front steps of the church. The sleeping area will be located inside the Chapel on the main level of the church. The Fellowship Hall, kitchen (refrigerator, cabinets, washer and dryer), and library will also be made available to promote a sense of home for guests. Accommodations will be made to mitigate impact on church building and community functions. 100% of the staffing will be provided by Do Good Multnomah, although church members and the wider community are welcome to volunteer.

This shelter is "low-barrier" which means that there are no requirements for women to be sheltered except a referral and the understanding that they will be a respectful member of the shelter community. Do Good Multnomah has an excellent track record of caring for the church building and other interests of the church. In the year that the church hosted the previous shelter, there was not one complaint about cleanliness or any other negative impact.

One-year, Overnight Shelter for 13 women (Veteran preference) and up to 7 dogs.

Personnel- \$87,552.00

- 2 full time staff members (2.0 FTE)
- Taxes & Benefits

Operations- \$5,200.00

- Mats (purchase new)
- Cleaning & Food Supplies
- Blankets
- Office Supplies
- Bookkeeping & Payroll
- Shelter Rent (Donation in-kind)

Administration- \$3,248.00

- Insurance (No additional insurance is required from the church)
- Office Rent (Donation in kind)

Total Annual Budget: \$108,000.00

- Proposed UCC Donation in kind (Rent): \$12,000.00
- Proposed Community Contribution: \$48,000.00
- Proposed City/County Contribution: \$48,000.00

Renewal of grants will be determined at the end of one year.

5/18/2017

UCC SAFETY TEAM

WHO WE ARE

A volunteer-led group called to implement and maintain measures of safety and sanctuary

To date:

- i. Confirmed membership; identified Team Chair
- ii. Reviewed Safety Team goals set forth
- iii. Prioritized immediate plan of action
- iv. Conducted safety walk-through

RESPONSE TO IMMEDIATE GOALS (PLAN OF ACTION)

We continue to bear in mind the goals set forth by Peace; however, we have broken these up and added a few. This allows us to focus on each task within a reasonable and achievable timeframe.

Safety Team's Immediate Goals:

1. **Timeline for 2017** (trainings, sessions, walk-throughs, meetings, drills, updates, communication with community and other churches, etc.)
2. Signage
3. Communication with Church
 - a. Safety Team in bulletin
 - b. Safety Team announcement
 - c. Safety Team table during Fellowship Hour
 - d. ?
4. Drills- who/what/when/where/how
5. EAP- Frank
6. Community Minister (or, Situation Responder) Position (s)

On Deck:

1. Activation of EAP
2. Safe Church
3. Sessions with outside church community
4. Usher/Greeter specific training

5. Safety Box—brainstorm additional ways for safety communication from church congregants
6. Information sessions (other than table at Fellowship hour?)
7. Safety Team Policies regarding:
 - a. List of yearly safety trainings
 - b. Use of radios
 - c. ST's meeting cadence
8. Church Leader safety training