

Windsor United Church of Christ Council Minutes
August 13, 2024

Present: Dwight Mueller, Nancy Nader, Luann Adams, Jon Rouse, Matt Sutherland, Mat Stack, Shane Schweppe, David Schipper, Pastor Tammy Martens, Joan Rice

1. Opening Devotional: Pastor Tammy Martens
2. Minutes of the July 9 meeting were approved as submitted.
3. Treasurer's Report: July was a good month. The budget has a current balance of approximately \$40,000.
4. Moderator's Report: The next Council meeting will be on Monday, September 9.
5. Pastor's Report: Pastor Martens shared a document that includes Goals for the Summer, Activities she has engaged in and affirmations of the good things going on at Windsor UCC.
6. Music
 - David has been meeting with the Burke Lutheran choir to plan a joint offering on Oct 27.
 - Music is being planned around a thematic base.
 - The Prelude Slideshow is being changed to include SIW pictures.
7. Old Business
 - Third Sunday Get-Togethers: John Stravinski will share information about Fall Festival on August 18. There will also be a display of Sunday School materials. In September, the Get-Together will be on the 5th Sunday, September 29 when the budget will be introduced. Upcoming topics may include an introduction to Elexio and a report on the Food Pantry.
 - The Constitution Workgroup submitted a report outlining their work on updating membership rolls. They are gathering information from the UCC Conference and Orchard Ridge UCC. They hope to have a report for the Council by November.
8. New Business
 - Pastor Tammy shared a description of the vision for the two Sunday services. She and David Schipper have worked together to create a plan in which there will be a service at 8:15 that would be contemplative and include singing, praying and listening. Songs will be from the hymnal with David accompanying on piano or organ. There will be a sermon and on the first Sunday of the month, there will be communion. It will not be live-streamed. The 10:30 service will remain essentially the same.
 - Conflict Transformation
 - o Some processes need clarification, including the roles and responsibilities of the Pastor-Parish Relations and the Personnel committees.

Matt Sutherland moved that the Pastor-Parish Relations committee and the Personnel Committee be asked to define their roles and responsibilities and present them for Council review at the October 8 meeting. Mat Stack seconded the motion. Motion carried.

- o The *Personnel Policies and Procedures Manual* does not include information on staff evaluation. A *Sure Foundation* does offer some guidance on assessment of ministry. A process for handling complaints is also needed.
- o Listening Sessions are guided structured dialogs with up to 12 people. Pastor Tammy will lead these 90-minute sessions, with one Council member present to document input. This will give participants the opportunity to be heard and can be a starting point for arriving at goals and mission. The Conflict Transformation Team is available as needed.
- o Communication Protocols: There has been an intentional effort to improve communication. Council minutes and Ministry team members contact information are listed on the website. Exexio has been an effective method of mass emails. Third Sunday Get-Togethers have offered an opportunity to share information and engage in discussion. The Weekly shares announcements. Council was reminded that information for the Weekly is due on Wednesday and articles for the Newsletter are due by the third Friday of the month. Ministry Teams are asked to send minutes from the meetings to Barb for posting on the website.
- o Nominating committee responsibilities and processes are not specified in the Constitution. The Nominating Committee will meet with Pastor Tammy to clarify this.

Mat Stack moved to approve Pastor Tammy's plan to lead Listening Sessions. Jon seconded the motion. Motion carried.

9. Committee Reports

- Stewardship: Luann will work with Pastor Tammy to develop a plan.
- Worship: Some suggestions have been implemented, including a return to printed bulletins and a sharing of joys and concerns in a journal prior to the start of the service. Pastor Tammy will then share them. They assisted with the Memorial Service and luncheon for Randy Hebel. They are working on updating their information on the website
- Technology: Didn't meet last month, but continue to explore Elexio.
- Mission: They are working on a Mission Statement. A sample church business card was shared. The OCWM Neighbors in Need offering will be on October 6.
- Christian Education: Jon sent a letter inviting people to get involved in Sunday School in a variety of ways.
- Congregational Life: The get together at Branch and Daughter was a big success. Over 30 people attended. They are helping with 3rd Sunday Get-Togethers, are collecting pictures from members to display on the monitor, are discussing possible social events and are continuing work on updating the membership rolls.

10. Closing Prayer: The Lord's Prayer

Next meeting: Monday, September 9, 2024.

Respectfully submitted,
Joan Rice

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