

Hopkins Community Church

Consistory Meeting Minutes

October 19, 2020 at 6:00 PM

Members Present: Pastor Jon, Pastor Jim, Dick Boverhof, Sally Burgess, Lee DeZeeuw, Dan Kisner, Bob Larr, Troy Clement, Joel Eding, Rich Huizinga, Eric Porter

Absent: Jen Kerber, Lupe Martinez

Opening Prayer: Pastor Jon

Devotions/ Meditation: Matthew 9:35-38 read by Pastor Jon.

Reading through this passage again as a recap from the last meeting, and as a reminder about the focus of the Consistory as a ministry rather than just taking a business approach to the work being done as Elders and Deacons.

Approval of Agenda: the agenda was updated to reflect the addition of the Youth Ministry (SR High) financial question about trip insurance. Motion to accept amended agenda made by Dick B; supported by Bob L; all in favor.

Approval of September 2020 minutes: Motion to accept minutes by Eric P; supported by Lee DZ; all in favor.

NEW BUSINESS

Congregational Meeting Preparation

Pastor Jon extended his thanks to the Consistory for all the work that has been done for the meeting.

- **Approval of Slate** (drawing Elders first, then Deacon names at meeting): motion to approve by Dick B; supported by Bob L; all in favor.
- **Approval of Proposed Budget** (note that there will be a "Plan B" budget as backup): motion to approve by Joel E; supported by Eric P; all in favor.
- **Reminder about the HCRC Statement of Faith & Beliefs as approved in June 2020**
- **Assignment of Reports:** Pastor Jon will have devotions, chair the meeting, provide ministry updates, provide a presentation of the Statement of Faith and short update before asking for approval. Jen Kerber will provide the financial update and presentation of the proposed budget. Kathy will be attending the meeting both to take minutes and provide financial information if requested/ needed. Bob Larr will present the Elder/Deacon selection process and lead this portion of the meeting.
- **Approval of Meeting Packet:** Discussion briefly on the presentation of the meeting packet, what data to include and expressing the budget changes in percentage format in an additional column. Packet to include letter from the Deacons regarding an overview of the budget process, highlighting the work done through the year on the building and the hiring of a Facilities Manager (Kevin Dewey) as well as the giving updates and outlining the ways to give. Motion to approve meeting packet made by Lee DZ; supported by Dick B; all in favor.
- **Packet Distribution:** packets will be printed and placed in each mailbox with a few extras alongside the mailboxes. If they remain after Monday, Kathy will mail them out. This same information will be posted on the church website, and a link included that same week in the HCC Informer newsletter. There will be the option to vote by absentee ballot as a yes/no on the budget approval.
- **Congregational Meeting:** the meeting will start at 11:00 AM on Sunday, November 8, 2020 and there will be a brief time to take a break between the service ending and the meeting beginning. The meeting will be streamed and available on video on the website as well.

Employee Review/ Recognition: Bob Larr will conduct employee reviews and Pastor Jon encouraged the Deacons to make sure that the employee appreciation monetary gifts are distributed in a timely manner.

Classis Funds and \$5,000 Grant: Classis approved a \$3,000 grant for the prayer team at HCRC. We are waiting on notification of when those funds will be disbursed. A \$5,000 grant (kingdom funds) is available for churches to apply for. We would have a 6-month window of time in which to apply, giving us the needed time to consider and decide what and how to best use those funds. Pastor Jon suggested that we hold off applying for these funds until after the God Dreams retreat in November to better discern our direction and needs.

Youth Ministry Request (SR High, Cindy Kukor): in the process of reserving space for their winter retreat at Grace Adventures, there was a decision that needed to be made regarding trip insurance due to cancellation for Covid. Based on cost, Cindy was hesitant to make a decision without consulting Consistory. The cost per student will end up being more than they pay to attend the retreat for the insurance and as such, it was not a smart financial move to purchase this. The Consistory agreed that declining trip insurance was appropriate and that the church understands and is willing to accept risk of cancellation and that Grace Adventures would end up keeping some of the down-payment.

OLD BUSINESS

Debit Card Use Policy: Motion was made to approve policy revisions by Eric Porter; supported by Joel Eding; all in favor.

RCA Growth Fund/ Loan Modification Application: Rich H. obtained interest rate quotes from United Bank for refinancing the church building loan. He will talk with Cindy Lowman and get the ball rolling on the refinance.

Monitor Screens in Sanctuary: Pastor Jon had the Consistory walk to the sanctuary where cardboard mock-ups of the potential size of the television/ monitor screens were available to view. We have a donor who would like to help cover the cost for two monitor screens to replace the middle projector screen we currently use. Discussion about placement, possibly moving the cross from its current location, the size of the monitors, the viewing angles, two projectors with two screens instead of a center screen, etc. It was decided to table the discussion for the time being. Pastor Jon will reach out to the donor to thank them and ask for more time to make any decisions upon further discussion and analysis.

Reopening Update/ Debrief: review of the Community Room use by the members who are attending church and choosing to use this option; Pastor Jon to underscore the rules for the use of this room BUT that anyone is welcome to sit there for the service as long as they adhere to those restrictions. The plan has been working well so far. Allegan county's cases are rising but none inside the church currently. This will be monitored and discussion to take place should we have any cases. We plan to remain cautious and careful in all our planning. Discussion surrounding the scenarios of school closing, positive tests within the church and how to facilitate our planning as a result. We will continue to assess our plans on a case-by-case basis and make decisions based on that.

MINISTRY TEAM REPORTS

- 1. Elders' Report (Bob L):** Reviewed classis meeting report/ now Vision 2021.
Suggestion that there is a need to maintain an online presence while the service is livestreaming (someone to interact positively with those who are viewing online so it's somewhat interactive) – say hello to them online, mention that it's good to “see” them to show continuity, inclusiveness, and to be welcoming. Definition of what an active/confessing member is in relationship to online worship. How do we make them feel included?
Greeters could also go outside to those in the parking lot, hand out printed bulletins to those who want one, greet them and talk with them as appropriate.
Membership Updates: Josh and Ashlee Lust requested that we transfer their membership (Josh, Ashlee, Zac and Lucas) to the Jamestown Reformed Church on October 8, 2020. Their membership transfer was approved by the Consistory at tonight's Elders meeting.
The membership of Tim and Holly (Norman) Reurink and their family (Hope, Will, Faith, Carson, and Nathan) was received by way of transfer from the Corinth Reformed Church on October 20, 2020.
- 2. Deacon's Report:** Help Fund Policy was handed out for Consistory to read over and approve at the next meeting. Suggestion about possibly having a 2-signature check signing policy, also maybe printing the check book register, ledger sheet, etc. Moving forward to discussing having a finance or stewardship team again. Reports about Tithe.ly app giving for information would be good to have, looking at the fee structure and just reviewing our donations coming in via ACH and Tithe.ly overall to assess how those are working.
- 3. Finance:** a slight decrease in giving is noted in the September financial report.
- 4. Search Team (Pastor Jon):** God Dreams retreat will be held here November 13-14, 2020 6-9 PM Friday evening and 8:30 AM – 3 PM on Saturday. Encouragement for all Consistory members to attend, commit to prayer, and to show support for our Search Team. Reminder that the retreat is a process to follow along with and coming at the beginning is probably the best as it will be easier to walk through the material presented. It's understood that not everyone can commit to coming both days but that would be great!
- 5. Property Team (Lee DeZeeuw):** work is continuing with the installation of security cameras located in various areas of the church. Michigan Lock and Security is scheduled to update the locks on classrooms and the exterior doors, as well as an intercom system for the front door entrance with electronic access. This work will hopefully be completed mid-November. The humidity levels in the church have been reduced by a good amount thanks to the work that has already been done in and around the church building with drainage tile, gutters, etc. Thanks to Kevin Dewey for his continued time and effort working on this.
- 6. Worship Team (Pastor Jon):** Pastor Jon and Jason Veenstra would like to teach a few other volunteers to assist with all the processes for running sound on Sundays. This is becoming a real need. A request for a control module to make streaming simpler between all cameras, to make the training of volunteers simpler and more user friendly was also proposed. The cost of this equipment will run \$250. This was approved unanimously with a voice vote around the table.
- 7. Outreach:** The first blood drive on October 13 was successful. It was challenging to get people to sign up to give blood as well as to volunteer to help. We continue to assess where we have opportunities to serve and how to encourage enthusiasm for volunteering. There have been different organizations inquiring about the potential of using our building and we'll keep assessing those opportunities as they arise.
- 8. Cadets (Lee DZ):** the 7th and 8th grade Cadet boys really desire the opportunity to serve. They would love to have something to do such as yard work, leaf clean-up, etc. Requested bulletin announcement for two weeks with Lee as contact person.
- 9. Security Team (Dan Kisner):** a few individuals from the security team are still observing on Sundays.

Motion made to adjourn meeting: Sally B.

Motion supported: Eric P.

All in favor.

Meeting adjourned: 9:00 PM

Next Meeting: November 16, 2020 at 6:00 PM

Closing Prayer: Pastor Jim H.

Minutes submitted by Kathy Westendorp

Hopkins Community Church Congregational Meeting November 8, 2020 at 11:00 AM

Call to Order

Present: 54

Absentee Ballots submitted and approved: 5

Opening Prayer: Pastor Jon

Devotional Reflection: Matthew 9:35-38

This passage has been the theme for HCRC this past year. Reflecting on this verse and the Consistory's shift in focus these last few months in viewing the work of the consistory as "business meetings" to "it's a ministry" just like other areas of ministry within the church. It is an important mindset shift to recognize.

Permission of the Floor: Motion by Dennis Norman to approve permission of the floor to guests; supported by Jim Fredricks; all in favor.

Approval of 2019 Congregational Meeting Minutes: Motion made by Joel Eding to approve; supported by Carol Boverhof; all in favor.

Statement of Faith: Motion made to accept HCRC Statement of Faith by Dennis Norman; supported by Joel Eding; no questions and all in favor.

Financial Update 2020 as presented by Pastor Jon VanderWall.

Budget Presentation as presented by Pastor Jon VanderWall

- Explanation of proposed 2021 Budget
- Distinction made between "giving" and what is the "budget" and what this means.
Giving = life, heart, faith response and obedience to what God has blessed us with.
Budget = a ministry plan for how we live into what God calls us to.
- Budget Breakdown: highlighted the few changes such as the increase in Property for shoring up the Capital Improvement Fund and some slight increases to the Admin budget.
Recap of various projects that have been done or are ongoing at HCRC and also thanks expressed to Kevin Dewey on behalf of the church for all his hard work this year after being hired as our Facilities Manager.
There is a need to continue to support the Capital Improvement Fund as we continue with these projects, anticipate the needs that are coming, and set aside enough funds to do what is needed.
- Troy Clement offered a brief update on giving envelopes. Those who regularly use these will be receiving a packet as usual. Those who do not use them often or have gone to online giving or other methods of giving will not be receiving a packet but may request one if they like. A brief review of our giving statistics was presented (number of givers in each category who give by way of ACH, Tithe.ly, or check) and the congregation was thanked for their generosity this year given the situation with Covid-19 and the challenges that has presented.
- Vote on Budget: Motion made by Joel Eding to vote on the budget as presented; supported by Troy Clement; no discussion and all in favor.

Elder/Deacon Nomination and Selection as presented by Bob Larr

Explanation of Elder/Deacon Slate and Selection Process (we will draw the Elder names first and those who are listed for both roles will be removed from Deacon if their name is drawn.)

- Elder Slate: Dennis Norman, Curt Leep, Cindy Lowman, Kyle Hoffmaster
- Deacon Slate: Kyle Hoffmaster, Curt Leep, Ed Wamhoff, Tyler VanderSyde, Mike Maule, Allison Halsted
- Vote to Approve the Slate: Motion made by Bob Hennip to approve the slate; supported by Jon Teunissen; all in favor.
- Prayer over the Elder and Deacon Slate (Bob Larr)

Drawing of Elders (Bob Larr): Curt Leep, Kyle Hoffmaster

Drawing of Deacons (Bob Larr): Tyler VanderSyde, Mike Maule

Motion to Adjourn: Joel Eding; supported by Carol Bovehof; all in favor.

Closing Prayer: Pastor Jon