

Country Club Christian Church  
Congregational Board Minutes June 21, 2022

**Attending:** Jennifer Austenfeld, E.J. Becker, Sara Christensen, Tepring Crocker, Erin Feitz, Dana Flora, Karen Gallagher, Phil Howes, Shelle Jensen, Nancy Lear, Mary McClure, Matt Moeder, Kay Moffat, Jayson Parker, Tom Thornton

**Not attending:** Becky McElduff

**Guests:** Richard Boeshaar, LeeAnn McGill, Keith Hall

**Staff:** Carla Aday, Tulley Beard, Rachel Clement, Sherri Hill

***Welcome***

Matt Moeder called the meeting to order at 7:05.

***Report of the 2021-2022 Financial Audit***

Phil Howes introduced LeeAnn McGill & Keith Hall of Ifft & Co., auditors for the 2021 fiscal year. Mr. Howes explained that the mentions of “corrected statements” in the audit was due to an incorrect property value provided to us by our insurance broker. Value is now corrected in current and previous 2 audits.

Mr. Howes provided a brief overview of the audit report and how it happens. Ms. McGill provided a summary overview of the document. Mr. Moeder thanked the financial team. The Board unanimously approved a motion to approve the audit report, including a suggestion by Mr. Howes to remove language pertaining to future loan terms planned as a part of the Next 100 building campaign.

***Consent Agenda***

Mr. Moeder introduced the item on the consent agenda regarding authorization of new signatories for the scout troop housed at the church. Mr. Richard Boeshaar was in attendance as the representative for Troop 1084. Mr. Boeshaar has been involved with the troop for many years including previous updates to signatories on the scout accounts. The Board received documentation of the troop’s account information with Country Club Bank. If approved as part of the consent agenda, the Board Chair and Secretary will be authorized to execute the necessary material requested by Country Club Bank to complete the change of signatories on the troop’s accounts.

The Board unanimously approved a motion to approve the consent agenda including the change of signatories and the May 2021 minutes (Attachment 1).

***2022-2023 Budget Presentation***

Mr. Moeder introduced Mr. Howes to go over the proposed 2022-23 budget (Attachment 2). Following the presentation, there was discussion about the impact of inflation, the summer early

child care closings and how different levels of actual giving are forecast. Mr. Howes recommends quarterly monitoring and adjusting as needed as the year unfolds. Sherri Hill shared that she plans to add quarterly forecasting to her regular oversight analysis as well.

The Board unanimously approved a motion to approve the 2022-2023 budget as proposed.

### ***Endowment Resolution***

Mr. Moeder introduced the Endowment Trustees' proposed resolution to transfer to the Building and Grounds Account the contents of two special accounts with purposes in harmony with the Building and Grounds Account. The Board unanimously approved a motion to approve the proposed resolution, which Mr. Moeder signed (Attachment 3).

### ***Senior Minister Report***

Rev. Carla Aday introduced her report by celebrating the joys and trials of the past board year. She thanked the board for being leaders in the congregation that support the staff and the congregation through service and vision. She then discussed the items included in her slide presentation.

### ***The Next 5: Five-Year Strategic Priorities***

Mr. Moeder reviewed the process of gathering data and developing the five strategic priorities presented to the Board for final action. The Board discussed each statement and then discussed the merits of approving the statements as proposed. No changes were made to the proposed text. The Board unanimously approved a motion to approve the Next 5 Strategic Priorities as presented (Attachment 4).

### ***Open and Affirming Engagement***

Mr. Moeder reviewed the Statement of Support for Open & Affirming Engagement (Attachment 5). The Board has received information about and discussed becoming an open and affirming congregation and approved a welcome statement to be used in transparently building consensus as a statement of the congregation. With the Statement of Support, the Board declares that it is committed over the coming months to engage with the congregation on becoming Open & Affirming and to vote on the designation at the conclusion of the engagement. The Board approved a motion to approve the Statement of Support as presented.

### ***Personnel Committee Report***

Mary McClure reviewed the Board Evaluation Summary and summarized the comments. She then requested that the board approve the collection of a love gift for Lara Schopp when she leaves the staff. The Board unanimously approved a motion to approve the collection of a love gift for Lara Schopp.

### ***Closing Remarks***

Mr. Moeder introduced the outgoing board members. Each had an opportunity to share a parting word. He gave a parting statement to share his appreciation for his time of service as Chair. Rev. Aday closed the meeting with prayer at 9:06 p.m.

Country Club Christian Church  
Congregational Board Minutes May 10, 2022

**Attending:** Jennifer Austenfeld, E.J. Becker, Tepring Crocker, Erin Feitz, Dana Flora, Karen Gallagher, Phil Howes, Shelle Jensen, Nancy Lear, Mary McClure, Becky McElduff, Matt Moeder, Kay Moffat, Jayson Parker, Tom Thornton

**Not attending:** Sara Christensen

**Staff:** Carla Aday, Sherri Hill

***Welcome and Meditation***

Matt Moeder, Board Chair, called the virtual meeting to order at 7:04 pm. Jayson Parker shared a beautiful prayer about devoting oneself fully to God

***Approval of Consent Agenda***

Mr. Moeder asked the Board whether there were any amendments or corrections to the items on the consent agenda. There were none. The Board unanimously approved a motion to approve the consent agenda including the April 12, 2022, Congregational Board Minutes.

***3rd Quarter Financial Review***

Phil Howes gave an overview of the financials through the 3rd quarter of the fiscal year. There are revenue variances above budget due to lower expenses from periods where the facility was at low usage, delayed recognition of expenses for delayed trips and prepaid tuition for the early childhood center. There are expense variances below budget on the salary line, which will continue due to the early childhood center being closed in the summer. Other than normal timing variances, below budgeted expenses also due to low usage/activity periods and lack of need for repairs. The 4th quarter report will feature annual variances, the audit report and the 2022-23 annual budget.

***Endowment Trustees Report***

Nancy Lear explained the written report. The trustees are dedicated to increasing understanding among the Congregational Board and congregation of the endowment, its structure and goals, specifically that it is a permanent fund administered by trustees for the benefit of the church and its programs. The endowment is not restricted to providing for unique or dire needs; it can support regular programs. The current balance is roughly \$10.6M down from \$12M in January due to market fluctuation, which is normal. Ms. Lear gave a forecast, pending audit and the June 30th year end, of expected usable designated and unrestricted funds. Ms. Lear provided additional details and asked all Board members to focus on and learn how the endowment works and how to explain it to others.

### ***Senior Minister Report***

Reverend Carla Aday provided her report starting with credit to Sherri Hill for helping the staff understand how to use endowment funds wisely and create reports that are providing more visibility into the endowment principal and interest.

Worship attendance across all services was the same in April 2022 as in April 2021, ending strong on new members considering Covid has continued. It is estimated about half of the Krista Tippet program attendance was non-members.

Regarding outreach, Rev. Aday reported the Easter offering was a five-year high. She celebrated inspirational and meaningful connections built under Catherine Stark-Corn and the different groups involved in outreach activities. A partnership with William Jewell College will begin for the next academic year and has potential to create a lot of new contact with Jewell alumni. For example, topics could include how does a Christian handle finances, or how does a Christian consider the environment and climate. Our staff will teach there and for the open Jewell community. Congregants can receive scholarship/discount opportunities. She also reported contact from the HOA on holding its fall picnic with the congregation—directly in line with the goal to invite our neighbors.

Rev. Aday asked the Board to attend to staffing with its budget work, focusing on retaining and faithfully funding good staff. She is grateful for congregational leadership, strong staff and strong community. She recognized Greg Lear for organizing the highly successful Easter breakfast in the parlor.

### ***2022-2023 Nomination Slate***

Jennifer Austenfeld reported the upcoming church year's leadership slate is presented as approved by the Nominating Committee with a few spots marked as pending acceptance. It is expected to have nine new elders and nine new deacons. Thank you to Nancy Lear for continuing as Endowment Trustees chair. Pending approval by the Board, there is a congregational vote by email to approve, with 150 votes needed. The Board unanimously voted to approve sending the proposed slate to congregational vote via email. The slate will be provided to the congregation and announced in the pulpit and newsletter. Mr. Moeder thanked Ms. Austenfeld for chairing the committee with perseverance and grit.

### ***Personnel Committee Report***

Mary McClure updated the board on search committees being formed for the Senior Administrative Minister and Communications positions. She requested the Board return self-assessments by May 20th.

### ***Chairperson Report***

- The Next 5: Five Year Strategic Plan. Mr. Moeder gave a progress report on the strategic planning process. The engagement phase is nearly complete after a year of gathering

feedback from a wide range of voices including outside of the regular leadership roles. On May 22nd the Board will receive a summary of the engagement data at its retreat focused on this purpose with help from Sarai Rice.

- OMCT's Education & Engagement Committee. Mr. Moeder thanked the members for the rich discussion and critiques of two proposals in last month's meeting. He gave overview of a redefined outline of the new committee under the Outreach and Missions Core Team. Tom Thorton said the outline and purpose was expanded and reformulated based on the Board's input. The plan is to put the outline in front of OMCT, form the subcommittee and move forward.
- Open & Affirming Designation. Mr. Moeder shared that after discussion with Rev. Aday, the effort to gain a formal Open and Affirming Congregation designation will be expanded. It will involve a tiered education and response among the congregation, elders and deacons, Board. There will be a plan and timeline for the Board's review at the June meeting.

### ***Discussion: Challenges & Opportunities for Lay Leadership***

Shelle Jensen led a discussion of how to recruit, empower and use lay leaders most effectively. She relayed it is a struggle to find new leadership slate nominees and to generate them from lay leaders without relying on staff. Rev. Aday explained the bylaws were revised 7-10 years ago looking at roles of elders and deacons. The concept of service partners was added, because some people want to serve but not make all the commitments of elders and deacons in the life of the church. We dismantled the old committee system, but we are always reinventing the wheel of engagement. Covid caused us to ask the questions what does it mean to be a church and to be a leader. It is more difficult to contact people across formats and services. How are we giving people the opportunity to give the love of God away?

Ms. Jensen said a study team would look at (1) challenges we face at this moment for lay leadership and engagement, and (2) opportunities we can seize. There was further discussion including (1) the importance of intergenerational activities to increase familiarity outside of the worship setting, (2) providing more information about what it means to serve in various roles, (3) upgrading tools for learning names and key facts about members and visitors and (4) allowing for different terms of service in the perennial roles. Mr. Moeder said next year's Board will work more on these questions with the study team.

### ***Closing Prayer and Adjournment***

Mr. Moeder called the meeting to a close at 8:40 pm and Rev. Aday led the Board in a closing prayer.

## Country Club Christian Church

### Proposed Budget 2022-2023

	21-22	22-23
	Budget	Proposed Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
4000 · Donations / Contributions	1,644,977	1,709,692
4300 · Other Income	120,165	125,850
4500 · Early Childhood Programs	781,513	845,293
4600 · Sales	7,750	7,750
4700 · Special Events		
4800 · Fundraising	15,000	55,000
4901 · Cellular Lease Income	43,417	49,705
4995 · Endowment Transfer (Designated)	187,000	149,050
4996 · Endowment Transfer (Non Desig)	269,558	292,260
<b>Total Income</b>	<b>3,069,380</b>	<b>3,234,600</b>
<b>Gross Profit</b>	<b>3,069,380</b>	<b>3,234,600</b>
<b>Expense</b>		
5000 · Administration	82,300	90,300
5090 · Technology Expense	62,958	65,055
5100 · Personnel	1,374,831	1,430,680
5200 · Wedding Ministry	15,950	10,650
5400 · Program Budget	50,000	50,000
5800 · Youth Ministry	10,650	11,150
6000 · Adult Education	1,950	1,800
6200 · Children's Ministry	31,848	32,248
6600 · Enrichment	12,450	11,650
6800 · Early Childhood Program Expense	726,520	804,602
7000 · Worship	8,500	6,500
7200 · Music	50,000	61,080
7400 · Church Growth	3,915	3,065
7600 · Congregational Care	3,650	4,650
7800 · Stewardship	2,050	2,050
8000 · Communications	38,000	39,700
8500 · Fundraising Expense	14,000	10,000
8700 · The Well	5,050	5,050
8800 · Practical Services	381,864	390,320
8900 · Outreach and Mission	213,550	226,100
<b>Total Expense</b>	<b>3,090,036</b>	<b>3,256,650</b>
<b>Net Ordinary Income</b>	<b>(20,656)</b>	<b>(22,050)</b>
<b>Net Income</b>	<b>(20,656)</b>	<b>(22,050)</b>

## 22-23 Budget Summary

The overall proposed budget is similar to the prior year budget in that there are no material or significant increases or decreases. While we did assume an increase of 5% in Contributions over last year, we are also assuming increases in expenses driven by more in-person programming and higher prices due to inflation. Here are some of the highlights and key points:

- Assumed a 5% increase over prior year for Member Contributions.
- For all pledges received so far, 42% have increased their pledges over prior year.
- Personnel has an increase due to the added Sr. Associate Pastor position while Mike Graves will remain on a part time basis. Also being added is a part time Youth Assistant.
- An annual increase of 4% was assumed across the staff
- Decrease in both income and expenses for Weddings with the upcoming construction.
- Early Childhood will be closed again for next summer, however the income associated with that is mainly offset by the staffing expense saved so there is no significant overall net change for the summer months.
- Early Childhood received an 82k grant that will be spent on classroom improvements and supplies so you will see an increase in both income and expenses over last budget.
- Music has a slight increase for Sunday musicians and choir anthems some of which can be funded by the endowment
- Increases were made in Practical Services for additional supplies due to more in-person programming as well as for the inflation on supplies and utilities.
- Decreases in expenses for building repairs & maintenance and HVAC with the upcoming Capital Campaign.
- Outreach and Mission had a slight increase for Micah Food Ministry and VA Reed food drive mainly driven by higher costs due to inflation



**RESOLUTION OF THE CONGREGATIONAL BOARD OF COUNTRY CLUB  
CHRISTIAN CHURCH APPROVING TRANSFER OF BUILDING FUNDS**

**WHEREAS**, the Board of Trustees (the “Board of Trustees”) of the Endowment Fund (the “Endowment Fund”) of Country Club Christian Church (the “Church”) and the finance staff of the Church have determined that it is in the best interest of the Church and its programs for the moneys in the following Special Accounts (the “Subject Accounts”) to be transferred to the Building and Grounds Account:

- Landscape Fund, established by the Congregational Board (fka the Official Board) of the Church (the “Board”) on February 14, 1989,
- 10% Building Maintenance Fund, established by the Board on January 13, 1987; and

**WHEREAS**, the Board of Trustees has recommended and requested that the Board approve the transfer of the moneys in the Subject Accounts to the Building and Grounds Accounts to be used in the manner and for the purposes described in the resolution establishing that account,

**NOW THEREFORE, BE IT RESOLVED BY THE CONGREGATIONAL BOARD OF COUNTRY CLUB CHRISTIAN CHURCH**, that it hereby approves the transfer the moneys in the Subject Funds to the Building and Grounds Account to be used in the manner and for the purposes described in the resolution establishing that account.

**ADOPTED BY THE CONGREGATIONAL OF COUNTRY CLUB CHRISTIAN CHURCH**  
**ON** June 21, **2022.**



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Matthew A. Moeder, Chair of the Congregational Board

### **The Next 5 Five Year Strategic Priorities**

1. Develop a reimagined and comprehensive new member program that nurtures individuals through all phases of engagement including recruitment, initial welcome, onboarding, full participation, potential leadership, and retention.
2. Invite others into a relationship with the church through a broad spectrum of offerings including shared interests, topics, goals, activities, service, and intergenerational opportunities. These offerings will specifically be geared towards individuals who are not affiliated with a church or denomination, Millennials, Generation Z, and young families.
3. Develop a small group program that sustainably creates new groups and supports existing groups. Goals of this program will include fostering new relationships and deepening our spiritual, intellectual, and service experiences.
4. Strengthen the church's external and internal identity as an inclusive congregation by:
  - a) effectively communicating our message and programming with the external community;
  - b) examining the representativeness and appropriateness of the congregation's name; and
  - c) focusing on how we can perpetually manifest inclusivity.
5. Develop and implement an integrated, organization-wide communication strategy that enhances the ministerial work of our staff and empowers lay members to more easily participate in and promote the activities of the church. The strategy will effectively utilize technology to provide connection and integrate our emerging online community into all aspects of our ministry.

**Country Club Christian Church Congregational Board's  
Statement of Support for Open & Affirming Engagement  
June 21, 2022**

Country Club Christian Church's Congregational Board is committed to the church's external and internal identity as an inclusive congregation that is welcoming to all. In that spirit, the Congregational Board has discerned over the past year about becoming an Open & Affirming church.

An Open & Affirming church is one that welcomes persons of all gender expressions and sexual orientations and all others to the table of Christ's communion and to the full life of the church. To be formally designated as Open & Affirming, Disciples of Christ churches are required to do the following: (1) commit to the Open & Affirming Ministry; (2) form a consensus amongst the ministry, lay leadership, and congregants that is confirmed by a vote to represent the whole of the congregation; (3) have a non-discrimination employment policy; (4) commit to support Disciples of Christ's AllianceQ Ministry either financially or through other means; (5) commit to learning from the LGBTQ+ and other marginalized communities; and (6) make a public witness of its Open & Affirming status.

To reach consensus amongst the congregation, the Congregational Board is committed to engage with the congregation over the coming months through educational presentations, study, and discussion. The engagement will include but will not be limited to presenting and discussing the Open & Affirming designation with the Elders and Deacons, hosting educational and discussion sessions with the congregation, publicizing the initiative in the newsletter and through other communication mediums, and creating channels where the congregation can communicate directly with the Congregational Board on the topic.

To aid the congregation during the engagement, the Congregational Board supports the following Open & Affirming welcome statement:

Country Club Christian Church is an open and affirming community of faith. As represented by the open communion table at our heart, we receive and are called to share the unconditional love of God as revealed by Jesus Christ. We love, welcome and affirm all people to worship, serve and lead in our congregation regardless of race, age, gender, sexual orientation, gender identity, nationality, ethnicity, marital status, physical or mental ability, family configuration, economic circumstances or theological perspective, as God has welcomed us.

At the conclusion of the engagement, the Congregational Board is committed to voting on whether to adopt a formal Open & Affirming designation.