

Zion UCC Consistory Meeting Agenda October 10/14/25

Call to Order by Dave at 7 pm.

Attending: John, Jeff, Debby, Robin, Bob, Dave, Cheryl, Kelly D and Pastor Duffy. Debbie G was present for first half hour as a guest.

Absent: Pierre, George, Elena, and Ted.

Approval of Consistory Meeting Minutes (one minor change made: "... Consistory "owns" the By-laws and can amend or review it after discussion. Trustees are the legal arm of the church and are **caregivers** Caretakers for the property of the church ...")

Motion to approve changes to last month's meeting notes were passed by all attending.

New Policy Reviews and Adoptions

- **Safe Church Policy** (Debbie Grine)- The new policy was reviewed. A motion to clarify volunteers (as those who work with youth and vulnerable adults) and to adopt the new policy was proposed by Cheryl, seconded by Bob, and unanimously approved by all attendees.
- **Document Retention Policy** (John)- The policy was reviewed and discussed. John made a motion to adopt the policy with three proposed amendments: removing the quoted reference to Zion UCC, eliminating mention of pledge cards from the contribution records section, and adjusting the retention period for envelopes to one year—aligning with the existing seven-year retention of Breeze contribution records. The motion was seconded by Kelly and unanimously approved by all attendees.
- **Rental Policy** (John, Trustees)- The policy was reviewed and discussed. John reviewed the policy with us. There was much discussion about insurance liability. Several language modifications were made and John will follow-up with the Trustees on this.

Final Revisions to Draft Bylaws - The policy was reviewed and discussed. John made a motion to approve the by-laws as written, which was seconded by Kelly. The by-laws will now be presented to the congregation for final approval at the annual meeting in January.

Treasurer's Report

As of 10/2/25 there is a balance of \$67,152.81 in the operating account and \$29,284.71 in the restricted funds account.

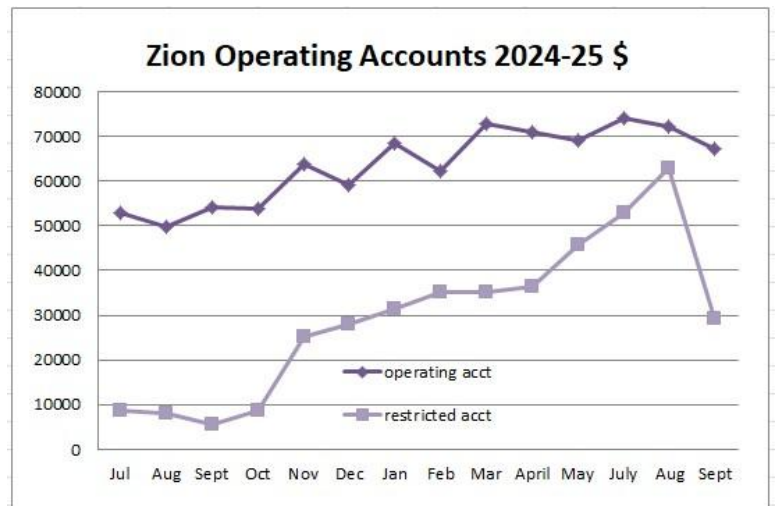
The revenue for September was \$17,573.69 and the net income was \$-7586.82. In comparison: The revenue for September 2024 was \$18,105.59. The net income for September 2024 was \$-1160.12.

The YTD Revenue is \$173,871.41 and the YTD Net Income is \$10,973.50. The YTD 2024 Revenue was \$155,355.25 and the YTD 2024 Net Income was \$10567.72.



Notable P&L events in September:

- 52530 Spec Worship Exp. \$394.3 – Alb, etc. for Kalee
- 52560 Envelopes \$456.70
- 53420 Church School Supplies \$631.54
- 54000 Admin. Exp. – Other - \$8,188.84 – Bal. due for Memorial Park not covered by donations {Trustees have agreed to cover \$7,888.00 of this expenditure – will show in October}
- 56003 Building Repairs – Other \$1,796.36 – Classroom partition, door signage, handrail, etc.



We remain in a good position. The budget is tracking as expected. The only unbudgeted expense expected to be forthcoming will be the plaque recognizing the Memorial Park donations. Any costs not covered by donations will be paid for directly from the General Fund.

Motion to approve the Treasurer's Report was made by John and seconded by Robin. All attending approved.

Pastor's Report

- She will be away this weekend for the Western Area Youth retreat at Dunkirk (52 people will be attending). She will still be here Sunday morning (though probably a little tired).
- We have had a lot of visitors lately, and many recurring visitors, so make sure to be ready and willing to welcome people and invite them to your table during coffee hour.
- Thank you to Jeff and the Environmental Committee for the new Memorial Park. She thinks it extends our "Sanctuary" space into the outdoors, and it makes the land feel more holy. Plus, she loves watching people walk the path during the day.
- Some people have asked her what a Labyrinth is. Below are some details and practices:
 - A labyrinth has one continuous, winding path that goes from the entrance to the center and back out again.
 - Labyrinths are used for walking meditation, prayers, and reflection in many religious and spiritual traditions. I like the quote that "Prayer is talking to God; meditation is listening to God." You can walk the labyrinth at your own leisure while praying and meditating.
 - The path of a Labyrinth is symbolic of the journey of life.
 - Unlike a maze, a labyrinth has no choices to make and no wrong turns that lead to a dead end.

Trustee's Report (Ted) -no report

Fundraising, Stewardship, and Outreach (John)

- **Rummage Sale:** We're still looking for volunteers to help with moving, sorting, cashier, and cleanup. If you haven't signed up yet, there's still time to lend a hand and be part of this fun community event!
- **Meat Raffle:** Ticket sales have been slower than expected, and we need more volunteers to ensure the event runs smoothly. Please consider purchasing tickets and signing up to help—we promise a great time and plenty of excitement!

Let's come together to make both events a success!

Committee Reports

- Christian Education & Missions - (Kelly)
 - Sue C. reported that the recent safety drill went smoothly, although there was a brief issue with the alarm volume. Thanks to John, that concern has now been resolved.
 - The children participated in a fire drill and were successfully escorted to the designated safe spot outside the building.
 - With safety preparations behind them, the kids are now shifting gears and beginning work on this year's Christmas program!
- Health Ministry - (Debby)
 - The cookbook is currently being proofread and is on track to be sent to the publisher by Friday. Stay tuned for more updates! Upcoming Class schedules:
 - Saturday October 25- What Survivors need to know: Creating a Legacy Document in Kuck Hall 11 am- noon. Free for everyone. Presented by James Bardot.
 - Saturday November 22- Financial Requirements Related to Assisted Living or Skilled Nursing in Kuck Hall 10 am- 11 am. Free for everyone. Presented by Oasis Senior Advisors
- Memorials - (George) - No donations this month. Current balance: \$1968.41
- PPRC/Personnel - (Cheryl) -no report
- Community Assistance Ministry - (Jeff)-no report
- New Member - (Dave)- next New Member dinner is November 18.
- Environmental Ministry - (Jeff)- no report
- Network of Religious Communities - (Pierre) -no report
- Community Dinners - (Bob) - last dinner went well. Soup and sandwiches were passed out.
- Food Pantry - (Jeff)- Dirck Hartmans is adding wooden supports to our shelving units
- Coffee Hour - (Ted)- We're looking for dedicated weekly volunteers to assist during the scheduled hour. If you're available to help, please reach out to Kathy Hunt or Jean McDonald. Bakers are also needed—your sweet contributions are always appreciated!

Old Business

- Consistory Handbook is tabled until the Bylaws have been revised and approved in January

New Business

- A beautiful new 9-foot Christmas tree has been purchased for the Sanctuary this week, thanks to the generosity of a thoughtful church member who graciously covered the cost. The previous tree was returned for recycling, and credit from that return was applied toward the new purchase.
- Snowplow contract- need to get 3 quotes and a RFP is needed from each.
- A suggestion was made to rent a POD container to store Rummage Sale items, as an alternative to overcrowding the hallway, shed, and stage. However, given how soon the event is approaching, it was decided to hold off for now.
- Trunk or Treat – We need to begin advertising for this popular event and encourage volunteers to sign up to participate.
- Jeff shared that the Mr. Christmas store on Transit Road offers private party rentals. It could be a fun outing for our group! We'd have the option to bring our own food or arrange for catering.

Adjourned at 9:17 pm

Next Meeting: November 11th.

Respectively Submitted,

Debby Williams

Consistory Secretary