

**First Christian Church  
Corvallis, Oregon**

**Board Minutes  
June 1, 2015**

**Attendees:** Tom Garbacik, Don Zobel, Steve Herb, Matt Gordon, Ann Smart, Cherie Reynolds, Allan Doerksen, Tricia Martin, Beth Baird and Teresa Shaw.

**Call to Order:** This meeting of the Board was called to order by the President of the Congregation, Teresa Shaw, at 7:02 PM.

**Devotion:** Teresa Shaw led the group in prayer.

**Minutes:** The Minutes from the April and May meetings were approved as submitted.

**Minister's Report:** Matt Gordon provided the following:

*Summary:* Three years! It is hard to believe that we have been in Corvallis for 3 years! We have done so much together. The last several months were filled with Disciples House responsibilities and working to hire Irami to take over this role. I cannot say how relieved I am to have him working in this position. Thank you for being such a great church.

*Education Report:*

*Adult Education:* Our Wednesday Bible Study finally finished Isaiah! We will be breaking in July and August and then resume in September. Our Sunday morning class is currently looking at "Clobber Passages." These are texts that are used (abused?) to exclude and shame in the church.

*Children's Education:*

I am very excited to say that we have too many kids! We came up with a list of 34 kids currently in our program. After shrinking to 2 classes 2 years ago, we know need to go back to 3. Thank you to Prill Zobel who worked with us to share room 35 (Due Knots room) for Sunday School usage.

*Administrative Report:* As we do more and more e-mail communication, there is more and more opportunity for confusion and misinterpretation. I set up distribution e-mails for the board, finance and program cabinets. Also, I want to request that when dealing with sensitive or challenging issues, that everyone use caution when replying to e-mails. A healthy rule is that when it is difficult to say, it is better to say it face-to-face. Also, think twice before sending any e-mail after 10 PM. I am the first to admit guilt on this, but believe we need to be more mindful.

*Personnel Report:* Welcome to Irami Osei-Frimpong and his family! I am thrilled to have them here. Thank you to all who were a part of this conversation and process. ACTION ITEM: I would like the board to consider covering the remainder of their moving costs from the Unbudgeted Contingency PFI fund. We raised \$665 and the balance on their moving expenses is \$1329.30. We will need a motion on the floor.

*Disciples House:* We are full for the school year and relatively few gaps during this summer (see attached timeline). We found out today of a recent case of bed bugs a basement apartment. The pest company reported in the affirmative of bed bugs present in one bedroom and recommends treating all the bedroom with three treatments and each treatment costs about \$1000 (3000 total this summer). ACTION ITEM: I would like the board's approval to proceed with taking care of this now.

*Pastoral Care Report:*

I officiated at memorial services of Lavon Guneyli and Harold Jensen. I have two wedding scheduled this summer, one outside the church and one for Tim and Stephanie, new members of the church (will join soon).

*Wider Church and Ecumenical:* I attended the Festival of Homiletics in Denver, CO in May. What a great opportunity for renewal and refreshment!

**Corvallis Daytime Drop in Center Lease Renewal:** The CDDC lease is due to be renewed for another year. The current lease ends June 30. Neither Matt Gordon nor the CDDC have expressed an interest in changing the terms of the lease. Cherie Reynolds mentioned the need to refurbish the women's restroom on the ground floor. There are other repair needs such as the exterior door in McLean Hall and the south entry doors. Discussion occurred, and it was suggested that we approach all users of the space to help defray the cost of repairs. It should be an issue separate from the lease renewal.

**MOTION: Ann Smart moved that we approve renewal of the lease with no change in terms and that additionally we have a discussion with CDDC regarding repairs to the doors and restrooms. The motion was seconded by Steve Herb and passed.**

**PFI Policy Change:** Matt Gordon highlighted the proposed changes to the Permanent Funds Policy (443-15). The changes were proposed to Finance by a committee composed of: Tom Frederick, Kelley Marchbanks, Bob Young, Jerry Lang and Matt Gordon. Most of the changes are to bring the policy in alignment with current practice and to provide some flexibility in the use of undesignated gifts. A major component of the policy is the documentation and communication of the receipt of gifts as well as how they were used. This will be in the form of an annual report. The Trustees are responsible for the notifications.

Part of the discussions included the fact that our Scholarship Fund was building up. Jerry Lang suggested folding it into the Disciples Seminary Foundation. It would be managed in our name and the use is restricted to the three west coast seminaries. **MOTION: This motion comes from the Finance and Program Cabinets as a recommendation to the Board. The Board recommends that the Ministry Fund be gifted to the Disciples Seminary Fund in the name of First Christian Church Corvallis, provided that an errant comma is removed from Section V, number 1 second to the last sentence. The motion passed and will be sent to the Congregation for action at their next meeting.**

**Finance Cabinet Report:** Steve Herb said he is bringing business and policy recommendations from the Finance Cabinet.

The Program Cabinet recommended to the Finance Cabinet and the Board that the proceeds from this year's Craft Fair be designated to the Nepal Earthquake Emergency Fund through Church World Service.

**MOTION: To designate the proceeds from this year's Craft Fair to the Nepal Earthquake Emergency Fund Appeal through Church World Service. The motion passed.**

Second, there are two policies to review. One is Policy 415-15, the Health Reimbursement Agreement. Ann Smart said that formerly this policy allowed us to pay the deductible costs for the Senior Minister. The situation has changed and we can contribute to a Health Reimbursement Agreement for the Senior Minister. The changes bring the policy into alignment with the current practice. **MOTION: To approve the changes to Policy 415-15, Health Reimbursement Agreement. The motion passed.**

Similarly, there were changes proposed to the Payroll Approval and Processing Policy (550-15). The proposed changes are to reflect current practice. **MOTION: To approve the changes to Policy 550-15, Payroll Approval and Processing. The motion passed.**

**Personnel Report:** Beth Baird said that we do have a job description for the Community Development Director. This position is not designated a member of the Program Cabinet, but rather a reporting staff

member. The position is a member of the Disciples House Advisory Committee. **MOTION: To approve the position description for the Community Development Director. The motion passed.**

**Disciples House:** Matt Gordon proposed using \$1329.30 from PFI- Unbudgeted Contingency to help defray the moving cost of the Osei-Frimpong family. There was a fund raising event that brought in \$665. If any additional funds come in, they will be used to offset the transfer of funds from the PFI- Unbudgeted Contingency fund. **MOTION: Matt Gordon moved that \$1329.30 be used to help defray the moving costs of the Osei-Frimpong family. The motion was seconded by Allan Doerksen and passed.**

**Program Cabinet Report:** Cherie Reynolds said that the Program Cabinet is starting off with some new blood. Stu Eide and Mona Gerig have joined the Cabinet. People want to help with events and the spirit will move them. One event that was considered for refreshing is Family Camp 2016. The suggestion was made that we try using Belknap Hot Springs. There would be multiple lodging opportunities available, and we would have access to the grounds. The Program Cabinet is talking about subsidizing the cost to make it more affordable. The Picnic in the Park and the Swim Party at Otter Beach are coming up this summer. Cherie thanked Linda Stinson and Teresa Shaw for their leadership with the sack lunch on the lawn/meet the Osei-Frimpong event. Some of our newer members are already helping out with events! People in our church love to fellowship and the spiritual base needs to be part of it, too.

Matt will try the new communication list wherein people could send an email to, say, [Board@heartofcorvallis.org](mailto:Board@heartofcorvallis.org) and it would be distributed. Access would be restricted to the members of the groups involved. He would like feedback.

**Future Meeting Date:** The next planned Board Meeting will be in January.

The Board stood in adjournment at 8:25PM. Matt Gordon led the group in prayer.

Respectfully submitted,

Tom Garbacik  
Clerk of the Board