

PLYMOUTH CONGREGATIONAL CHURCH

ANNUAL MEETING

MEETING MINUTES
SUNDAY, JUNE 13, 2021



Karen Barstad, Moderator

Eric Olsen, Parliamentarian

Karen Barstad called the meeting to order at 12:15p.m. and made introductory comments.

Actions Taken:

- Minutes from the May 31, 2020 Special Meeting, the 2020 Annual meeting, the September 27, 2020 Special Meeting, and the December 13, 2020 Special Meeting were approved.
- Motion to approve the Budget for Fiscal Year 2021-2022 passed.
- Motion to approve Bylaws Amendments (as noted within the Annual Meeting Report) passed.
- Motion to approve slate of candidates for Boards and lay leadership passed.

Agenda and Minutes

**note members attended the meeting primarily via Zoom webinar, with approximately 114 members present via Zoom, 11 present in-person at the start of the meeting*

Opening Comments and Prayer

- Karen called the meeting to order.
- Karen presented the agenda.
- Karen reviewed the Zoom platform guidance and instructions.
- Rev. Dr. DeWayne L. Davis offered a prayer and introductions.

Minutes from the May 31, 2020 Special Meeting, the 2020 Annual meeting, the September 27, 2020 Special Meeting, and the December 13, 2020 Special Meeting .

- Brain Siska moved to approve the minutes of the meetings. Motion was seconded by Mike McCallister.
- No discussion was put forth.
- Motion passed (100% in favor).

Roll Call of the 50-Year Members and Deceased Members, Celebration of Staff Milestones

- Beth Faeth read the names of new 50-year members as of 2020.
- Beth Faeth read the names of members and friends who have died since last year's annual meeting, followed by a moment of silence and concluded with a prayer.
- Beth Faeth recognized staff milestones: Doug Freeman- 15 years, Sonja Thompson- 15 years, Glenn Kurke- 10 years, Seth Patterson- 5 years.

Budget for Fiscal Year 2021-2022

- Claire Colliander provided a brief recap of this past fiscal year including that expenses were down due to being closed for COVID-19, revenue was down slightly but a Paycheck Protection Program (PPP) loan helped to offset that. Claire noted the proposed budget assumes a return to in-person in the fall of 2021 and noted a few new items included in the budget including a budget for Theater 45 Degrees. Claire also noted that a second PPP loan has been secured for the upcoming fiscal year.

- Claire Colliander made a motion to approve the Budget for Fiscal Year 2021-2022. Motion was seconded by Mike McGettigan.
- Discussion
 - A question was posed about the amount of the second PPP loan, it was noted it will be about the same as the first one (\$230K)
 - Thanks was noted for those who contributed to working on the budget
 - A member noted that some of the difficulties faced during the pandemic will continue, and also noted staff changes and commended people’s work on the budget. They also noted that not all expenses are noted within the operating budget, such as expenses paid for by dedicated (or “restricted”) gifts, and noted concern about going forward bringing some of these items into the operating budget as the gifts are depleted. They noted concern about pledge income maintaining but with expenses increasing and concern about a projected draw from commingled funds above the policy guidance of 4%. They noted that there seems to be a commitment to working through these difficult issues in the coming year and that because of that they support the budget.
- Motion passed (95% in favor).

Proposed Bylaws Revision.

- Karen provided an overview of the reason for amending the bylaws, as noted within the Annual Meeting Report.
- Mike McGettigan made a motion to approve the proposed Bylaws Revision (as stated in Annual Meeting Report). Motion was seconded by Eric Olsen.
- No discussion was put forth.
- Motion passed (100% in favor).

Report of the Nominating Committee

- Karen thanked outgoing board members for their service.
- Karen presented the slate of nominees to boards and lay leadership.
- Eric Olsen made a motion to approve the slate of candidates for Boards and lay leadership. Motion was seconded by Brian Siska.
- No discussion was put forth.
- Motion passed (100% in favor).

Karen Barstad adjourned the meeting at 1:11 p.m.

Respectfully submitted,
Katie Dillon, Clerk