

San Ramon Valley United Methodist Church  
Church Council Minutes  
May 24, 2016

**Attendance:** Debra Carter, Ron Dunn, Don Field, Luke Ham, Paul Kuelz, Jim McKnight, Terry Sherman, Maggie Stienstra, Brad Tolstedt, Joanne Van Bezey

**Absent:** Sunny Ahn, Lea Hickman, Harry Knapp, Mark Miller, Bill Rust, Fred Toney, Carol Warnock

**Guests:** Dean McWilliam, Dick Lam, Jim Burke, Anne Burke, Rhonda Poole, Larry Stone, Laura Sanchez, Kathleen Saghafi, Stephanie Ham

**CALL TO ORDER**

Chair Terry Sherman called the meeting to order at 7:03 pm in Wesley Center.

**OPENING DEVOTION/PRAYER**

Co-Lay Leader Debra Carter offered a prayer to open the meeting.

**APPROVAL OF MINUTES**

The minutes of the April 19, 2016 Church Council meeting were approved, without change, by consensus.

**STAFF PARISH RELATIONS**

On behalf of the Staff Parish Relations Committee, Chair Don Field related best wishes to Pastor Sunny Ahn on receiving her new appointment as the pastor of the Kona United Methodist Church in Kona, Hawaii. The Staff Parish Relations Committee and Council join in wishing Pastor Sunny all the best, aloha, and good blessings in her new ministry. Pastor Sunny will be with us through June and an "Aloha" send off is planned for June 26<sup>th</sup>.

MOTION

It was moved to assign Pastor Luke Ham to the Associate Pastor position that will include those duties formerly held by Pastor Sunny. Pastor Luke will retain responsibility for the youth of the church during the period of transition as 25% of his overall duties. The Staff Parish Relations Committee proposes to hire a new person to become the Director of Youth for our church. It is intended that this person will work less than full-time, or 30 hours per week, and with Council approval, the SPRC will begin a search to fill this vacancy.

Moved: Don Field; 2<sup>nd</sup>: Brad Tolstedt; Motion passed: unanimous.

Discussion ensued regarding the nature of the new Director of Youth position and the designation of the less than full-time position. Chair Don Field clarified that this was partly due to a financial consideration but also this is intended to grow into a full time position with the right candidate and Luke's mentorship.

**UNRESTRICTED FUNDS – ENDOWMENT COMMITTEE**

At the last Council meeting, Board of Trustees (BOT) Chair Mark Miller and Finance Chair Brad Tolstedt were charged to come back to the Council with a strategy to finance the start up costs of the ARC. At that meeting it was discussed how to use last year's unrestricted funds from the Endowment Committee. Since then Brad and Mark submitted a report "Handling of ARC Start-up Operational Costs and the Accounting of Same" which is included as part of the minutes. Per the report, the Preschool will transfer \$30,000 from the Preschool Designated Fund, which is expected to have a surplus this year and in the coming years, to the ARC start up operational fund. It is anticipated that this will be repaid by ARC operational surpluses within a 2-5 year

San Ramon Valley United Methodist Church  
Church Council Minutes  
May 24, 2016

timeframe. It was noted that at this time the \$ amount is capped at \$30,000. It was also deemed appropriate that Jim Burke have a church-issued card for the purpose of purchasing various furniture and equipment pieces. There will be a monthly reconciliation of expenses.

**CHURCH COUNCIL APPROVAL OF EXPENDITURES – CERTAIN LEVEL**

At the last Council meeting BOT Chair Mark Miller and Council Vice Chair Jim McKnight were charged to make a recommendation as to a dollar amount to be associated with expenditures by the Board of Trustees that need Council approval. Jim reported that on having conferred with Mark and on his own extensive tenure on the Board of Trustees that this number is elusive and that a better accountability would be to have the Board of Trustees keep the Council informed on a monthly basis of expenditures and that anyone uncomfortable with an expenditure may challenge the expense at anytime.

**FINANCE UPDATE**

Finance Chair Brad Tolstedt reported that both income and expenses are favorable to plan at this date. Discussion ensued about this year's Endowment Committee's gift of \$28,000 to unrestricted funds. It was noted that this was included in the two-year commitment to pay off the Wesley Center and therefore go to the Board of Trustees Capital Replacement Fund this year. Next year these unrestricted funds would go to the Council. In the meantime, Brad was charged to come back to the Council with recommendations to find funds to allocate to the Council Reserve Fund for this year.

**MISSIONS UPDATE**

Missions Chair Paul Kuelz reported on the refugee family from Yemen. They are moved in and located in Daly City. The two sons are fluent in English and are enrolled in school. Over \$7,000 was raised and plans are being made to relocate a second family.

Paul also reported that \$17,000 was raised for the Wheelchair Fundraiser. A team will be going to Guatemala in January to distribute 110 wheelchairs.

**ARC VISION DEVELOPMENT**

Chair Terry Sherman and Pastor Ron Dunn see many signs of good news with the energy, thoughtfulness and gifted people involved in the marketing side of the ARC and the new ministry it is generating.

**LAY LEADER MOMENTS**

Co-Lay Leader Debra Carter remarked on the happy comments regarding Pastor Sunny's next assignment and that the refugee family is generating a lot of excitement. Also that the ARC and its marketing is gaining in generating enthusiasm. "How about that shade structure – it is magical!"

**PASTORS' MOMENTS**

Pastor Luke related that fifteen 8<sup>th</sup> graders were confirmed on Confirmation Sunday. Next in line are middle school promotions and high school graduations. He also related that in one month he will be ordained and thanked the church. Congrats Luke!!

Pastor Ron Dunn reported that the ARC ministry is taking a life of it's own in forming relationships and that the Spirit is moving within. He also reported that while our General Conference is in turmoil our church should continue with its core objective of being a welcoming and inclusive community.

**COMMITTEE REPORTS – QUESTIONS/COMMENTS**

San Ramon Valley United Methodist Church  
Church Council Minutes  
May 24, 2016

Joanne Van Bezey, on behalf of her practice group Passionate Worship, presented a report on the activities of her practice group.

Children and Family Ministries Director Stephanie Ham distributed a Tot Spot Proposal to dedicate space within the campus to children and their families. This document is included in the minutes and will be introduced for discussion at the next Council meeting.

**OTHER BUSINESS**

Vice Chair Jim McKnight reported that there will soon be a meeting to discuss integration of the practice groups actualities and strategic plan propositions.

**NEXT MEETING:** Tuesday, June 21, 7pm.

**CLOSE AND ADJOURNMENT**

Chair Terry Sherman adjourned the meeting at 8:30 pm.

Respectfully submitted,

Maggie Stienstra  
Church Council Secretary

**Actionable Items:**

SPRC will begin search for Director of Youth.

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