

Northwest Ohio Association  
Cabinet Meeting – February 19, 2011

Present: David Plant, Dan Busch, Susan Bishop, Karen Miller, Kathryn Helleman, Catherine Lawrence, David Culp, Mary Court, Douglas Ricci, John Gilberg and Jim Henry via phone

Moderator Rev. David Plant opened with prayer and called the meeting to order at 10:10 a.m.

**Minutes** – The minutes of the December 11 meeting were approved upon motion by Doug Ricci and seconded by Susan Bishop. Motion carried. The minutes of the Executive Board Conference call on February 16 were also approved with Motion by Susan Bishop and Second by David Culp. Motion carried.

**Bethel Church withdrawing from NWOA** – The Bethel Congregational Christian Church had requested by letter to withdraw from the Association recently. A formal motion is needed. Kathryn Helleman made a motion to accept with regret the church's decision to withdraw from the NWOA. Seconded by Mary Court, the motion carried

**Covenant Fund and OCWM** - It was noted according to 2011 Budget figures and the 2012 Goal Budget that about \$20,000 will be needed for OCWM and \$10,000 would be needed for the Covenant Fund. It was stated that the \$10,000 which the NWOA has allocated for The Village this year will be spread out over the entire year. The question is how to raise the money. Suggestions included 5<sup>th</sup> Sunday offerings and a suggestion of \$3.00 for each church member in the Northwest Ohio Association would come up with the \$10,000.

**Treasurer's Report** – Jim Henry called from home to join the meeting. He explained the special funds as Cabinet Restricted Funds and Donor restricted funds and how they are allocated. He also discussed the question of current assets and meeting our obligations. A written policy on how to allocate interest or how to note realized and unrealized gains and losses would be beneficial. Either A. report as real or B. as the auditor suggests, unrealized amounts. The financial committee will work on resolving this problem and Rev. Dan will also check to see if there is some existing policy with regard to this. The treasurer made a motion to accept the financial reports. Motion carried.

**Budget** – The 2011 Final Budget was presented. Jim Henry made a motion to accept the budget as printed. Motion carried. Jim presented the 2012 goal budget and made a motion that it be approved to present at the Annual Meeting. Motion carried.

**More Covenant Fund discussion** – A Motion was made by Catherine Lawrence and Seconded by Doug Ricci that \$3.00 bills will be presented to each church to promote giving to the Covenant Fund. Motion carried. Susan and Karen will meet to work on a display for the Annual Meeting.

**Annual Meeting** - the retention rate was discussed. It was decided not to bring it up at the meeting. It was decided that perhaps a forum to discuss the possibility could be included at the Annual Meeting. Rev. Dan announced that Ron Bueford would be the keynote speaker for the meeting in April. His text will be Philippians 3:13 & 14 which is especially effective when read from the New English Bible.

**All Team Event** – The All Team Event originally scheduled for May 21<sup>st</sup> needed to be rescheduled due to a conflict with General Synod instruction. It was decided to set May 15 from 3-6 p.m. for the meeting. Location will be announced and the meeting would end with a soup and sandwich meal.

**Ministry Team Reports** – Witness and Proclamation report was presented as printed. John Gilberg was present to give background information on a possible Covenant Agreement with El Salvador. This would be presented to the Association as a 5 year global partnership. There are no real costs involved and it becomes part of the official ministry of the association. A motion from the committee that this is presented to the Association as a 5 year covenant agreement with El Salvador. Motion carried. The Church and Ministry report was given by David Culp. He reported on the periodic support consultation dates and outlined some of the responsibilities of the committee which includes Boundary Training, and discussions of questions on maintaining Good Standing and how this applies to non UCC ministers and retired ministers.

**Regional Coordinating Team Reports** – Written reports were presented from Lakeshore and Auglaize.

**Rev. Dan's Report**- The nominating Committee is working. The property committee reports that the outside of the building has been painted. He also reported on the ongoing litigation with Culligan. The original resolution date of April has been moved back to August. He also noted that the Conference has a new camp director and that the General Synod meeting will take place in Tampa, Florida on July 1-5, 2011. A quantity of books has been donated to the Association and may be distributed to anyone who would like them. A motion to accept these books was made by Doug Ricci and Seconded by Karen Miller. Motion carried. The meeting was adjourned at 1:35 p.m.

Northwest Ohio Association  
Cabinet Meeting – August 20, 2011

Cabinet members met with Rev. Dan and Mr. Dean Henry who gave an extensive update on the current ongoing litigation with the owners of the Culligan business next door to the Association Office. A mediation date is set for September 22. In a surprise move, the lawyer for the opposition brought up the possibility of buying the Association's building. Mr. Henry went over the possible reasons and possibilities of such an action. Jim Henry made a motion to authorize Mr. Henry to investigate appraisal of commercial property with the easement granted and without the easement granted and also to authorize Rev. Dan to get appraisal of our property. Second was made by Doug Ricci. Motion carried.

Susan called the regular meeting of the Cabinet to order at 3:45 p.m. The minutes of the cabinet meetings of February 27, 2011; the Executive Committee minutes of June 9 and August 10, 2011 and the Annual meeting minutes of April 130, 2011 were accepted with the motion made by Jennifer Jackson and seconded by Robin LaBolt. Motion carried.

Most of the Association Minister's report has already been covered with today's meeting with Mr. Henry. Robin LaBolt has volunteered to attend the possible mediation hearing with Rev. Dan on September 22.

Karen Miller made a motion to table the old and new business until the next meeting. Seconded by Jim Henry, motion carried. A committee of Sam Buehrer, Catherine Lawrence, \_\_\_\_\_ and Rev. Dan will come up with suggestions of names for the Lay School Board by the next Cabinet meeting.

Meeting dates were set as follows: October 8, 2011, January 21, 2012 and March 10, 2012.

Discussion of the Church Renewal and Growth and Development Committees began with a short history given by Jim Oates. There was discussion of how the Covenant Fund was distributed and how the Trinity Dollars plays into this and how funds will be distributed. Either by a committee or by the executive board with a dollar amount limitation. It was agreed that new terminology needs to be written. It was decided that Cabinet members would bring names of possible committee members to the October 8 meeting and a committee would be formed then.

Meeting was adjourned at 4:15 p.m.

Karen Miller, Secretary

**NWOA Cabinet Meeting**  
**October 8, 2011 9:30 A.M.**

Present: Susan Bishop, Moderator; Robin LaBolt, Vice-Moderator; Karen Miller, Secretary; Jim Henry, Treasurer(via telephone); Rev. Dan Busch, Assn. Minister; Eric Rummel, Jennifer Jackson, Catherine Lawrence, Doug Ricci, Mary Court, David Culp, and Diana Hoover.

The meeting was opened at 9:30 a.m. with Rev. Dan leading devotions based on the apostle Paul and what "calling" means.

**Minutes**

The minutes of the August 20 Cabinet meeting were approved as corrected upon motion by David Culp which was seconded by Catherine Lawrence. Motion carried. A motion to accept the minutes of the All Team Meeting on August 20 was made by Jennifer Jackson and seconded by Mary Court. Motion carried. The minutes of the October 5 Conference Call of the Executive Board were accepted with correction upon motion by Catherine Lawrence and second by David Culp. Motion carried.

**Treasurer's Reports**

At this time, the meeting was joined by Treasurer Jim Henry on the phone. He went over all of the financial reports in the meeting packet including: the balance sheet, the income and expense statement, and the Fund report. All reports covered the time between January 1, 2011 and August 31, 2011. Highlights were that the Association is about \$10,000 behind last year at this time in income and that expenses are also below budget by about \$29,000. He also noted that the Finance and Budget Committee did meet in September and decided that there was no need for any change in the budget at this time. All financial reports were accepted as presented.

**Office Business**

There were several items of business concerning the office staff that was on the agenda. First, Joan is allowed a medical reimbursement amount of \$3,000.00 since she is not on the Association's medical plan. Motion to allow this was made by Karen Miller and seconded by Robin LaBolt. Motion carried. Next were portions of Dan's salary package including a housing allowance of \$24,000, medical disbursement of \$1,200 and a tax shelter of \$6,000. Motion to accept these amounts was made by Mary Cort and seconded by Eric Rummel. Motion carried. Dan left the room for the discussion of year-end/Christmas gifts for the staff. It was decided to give the same amounts as last year which had been increased then. Joan and Carolyn to get \$200 each and Dan to get \$350. Motion was made by Jennifer Jackson and seconded by Doug Ricci. Motion carried.

## **Annual Meeting**

The report from the spring meeting was reviewed and Dan announced that the speaker for next year's meeting in Elliston would be Alice Hunt from Chicago Theological Seminary.

## **Restructuring**

Susan led the discussion about the possible restructuring of the Association. Each of the regional representatives gave a short report on what his or her region was doing to meet the needs or wants of the region and also how well the restructured plan was working. The cabinet gave approval for David Plant to form a short-term (3 months) committee to look at the "new" association and survey churches to see how effective it is. Also on the committee will be the convener of each region as well as a representative from Church & Ministry. A report should be ready for the January meeting. Susan will e-mail David with all of this information.

## **Differing Ways to Ministry**

Cabinet is asking Church & Ministry to take the initiative to study the "Alternate Paths to Ordination" piece from the national office. There is information on the UCC website. The discussion also included the fact that the UCC as a whole-from national down to local churches need to support the seminaries financially to make it possible for persons to engage in becoming ministers.

## **Covenant Fund**

The discussion on the Covenant Fund and the former committee of Church Growth and Renewal resulted in the formation of an ad hoc committee to clarify and organize policies and applications and process for seeking and approving. Robin LaBolt will be chair with other members being Cathy Lawrence, John Paputza, Beverly Plattner and Doug Ricci. Motion to form the committee was made by Catherine Lawrence and seconded by David Culp. Motion carried.

## **Lay School Board**

A committee was appointed at the August 20, 2011 Cabinet meeting to look into the formation of a board for the Lay School of Religion. Those appointed were Sam Buehrer, Catherine Lawrence, David Ferguson, as well as Rev. Dan. The cabinet is looking for a report to be given at the January meeting.

## **Ministry Team Reports**

- a. **Witness and Proclamation** – Mary Court reported for this team that the El Salvador partnership is moving forward with a trip coming up in January. Also that the focus is on a relationship and not a monetary one. She said the green

project was also discussed at the last meeting with the emphasis being on simplifying the projects and also that the mission questionnaire has gone out and that the team is looking for good response and will follow-up with those not responding. She noted that there is one vacancy from Auglaize on the team and the next meeting is November 17.

- b. **Church and Ministry** was reported by David Culp. They have met several times including a periodic support consultation as well as the very well attended boundary training. They have had both entrance and exit interviews and he also reported on the very successful retired clergy event held recently. The next meeting is the first Tuesday in November.
- c. **Faith Formation's** report was by Catherine Lawrence who reported on the progress of the Lenten Festival Blog planned by the team. It will go live sometime in Mid-November and can be accessed through The Vine. Everyone is very excited to see how it will be received and how many persons will use it.
- d. **Stewardship and Caring** was reported by Doug Ricci. Their group is working on an Online Giving workshop to perhaps be a part of the Annual Meeting. They also want to know exactly what guidelines are set for their group and whether they need to work on updating them. He also noted that there are 3 vacancies on their team and several current members are in their second term which means more possible vacancies.

### **Regional Coordinating Team Updates**

- a. **Auglaize Valley** was reported by Eric Rummel. He noted that their annual Winter Break "All Nighter" is scheduled for January 15 into 16, 2012 at the Celina YMCA. Rev. Adrian Sunday is in charge of this event. Also a Leadership Empowerment Day is in the works. There will be some changes such as no breakout sessions, an informal focus with one speaker in the fellowship hall instead of the sanctuary, a shorter time frame and informal refreshments during the event instead of a supper afterwards. It is hoped that these changes will increase interest and attendance.
- b. **Jennifer Jackson** reported on Lakeshore region's plans for a choral event to be held sometime in February with individual choir numbers as well as a combined choir presentation. Their successful 5<sup>th</sup> Sunday events will continue with a new name and different meeting times as sometimes the events fell on a holiday weekend which hurt attendance. She also announced a performance of "The Gospel of Mark" on November 11 (especially for youth) in Oak Harbor and on November 12 in Elmore.

- c. **Representing Sandusky Valley** for Joel Fetter was Diana Hoover who shared the first issue of their newsletter "Drawing Closer". The aim of the quarterly publication is to establish a bond between the region's churches, to encourage youth discussions and support the active women's group in the region.

**Personnel Committee** – Mary Powell was not present but Rev. Dan reported that the staff had met with the committee for interviews.

### **Association Minister's report**

Rev. Dan gave his report including a mention that the Property Committee has met and the litigation goes on. Depositions are being taken by the Association's attorney on November 4 and October 19 is the date of the next mediation session. An appraisal of the Association's property is needed and the cost will be between \$2400 and \$2500. Motion to approve getting the appraisal was made by Doug Ricci and seconded by Jennifer Johnson. Motion carried. He also noted in Conference News that Ken Daniels, the new CEO of United Church Homes is in the office in Marion. He is a licensed nursing home administrator and he and his wife, a UCC minister, come from the Maryland Conference. He also expressed an idea that came from the Executive Committee to explore the idea of a NWOA speaker's bureau to bring news, information and expertise from the Association to the local churches.

Everyone was reminded of Cabinet Meeting Dates on January 21, 2012 with Doug Ricci having devotions and March 10, 2012 with Karen Miller leading the devotions.

The meeting was adjourned at noon. Members of the cabinet enjoyed lunch and fellowship before departing for their various homes.

Respectfully submitted,

Karen Miller, Secretary