

FCC Board Meeting Agenda

6:30 p.m. Monday, April 14, 2025.

Meeting will be in person in the Cornerstone Room. It will not be on Zoom.

We, the congregation of First Christian Church (Disciples of Christ), find purpose in our life together as we worship, love, and serve God. Our mission is to be a faithful, growing church that demonstrates true community, deep Christian spirituality, and a passion for justice. We are an Open and Affirming congregation, rooted in Jesus' great commandment to love our neighbors as we do ourselves. We welcome all into the full life and ministry of our church, regardless of sexual orientation, gender identity, race, marital status, physical ability, mental ability, economic status, or faith background.

1. Welcome, call to order, opening prayer (Graham Kislingbury)
2. Minutes
 - March 10, 2025, FCC Board Meeting Minutes (Thank you, Dave!)
 - April 6, 2025, 1st Quarter Congregational Meeting Minutes (Thank you, Dianne!)
3. Pastors' Report (Allison Ruari)
4. Financial Report (Cam Shuck)
5. New Business
 - Job description approval for worship sound technician and live stream technician (Gayle Dee)
 - Proposal to move three of our five funds from Christian Church Foundation's Common Balance Fund to Bostick Fund. (Kris McLaugh)
 - Proposal to move money from the Building Repair and Building Maintenance Reserve Funds to the Property Endowment Fund at the Christian Church Foundation. (Kris)
6. Old Business
 - Process for Discernment (Draft) (Allison/Graham)
7. Board report highlights (for items not included in the written report highlights)
8. Action items from tonight's meeting.
9. Joys, concerns and announcements
10. Closing prayer
11. Adjournment

Next Meeting: 6:30 p.m. Monday, May 12, in person in the Cornerstone Room

Albany FCC Board Intentions

We treat each other as children of God. Therefore ...

We each engage in group conversation from a place of good intention and transparency. We assume the same on the part of others as we do this work together.

We practice active and generous listening. We listen first and honor everyone's ideas and beliefs as valid. We accept that everyone here can teach us.

When speaking, we use "I" statements and speak from our own experience.

We speak concisely while consciously holding space for the speaking of others. We acknowledge the gifts and needs of all in the group.

We keep showing up by attending and participating with hope and faith that we will come to the best results possible.

We rely on our constitution and bylaws to guide us in doing the business of our church. We grant that these are living, changing documents and commit to keep them current.

We remember that our work is for the glory of God and the furthering of the mission of our church. We trust and know that there will be a blessing in the end.

April 14, 2025, Albany First Christian Church Board Meeting

In Attendance: Graham Kislingbury, Pastor Allison Ruari (ex-officio), Dianne Hargrove, Paula Moore, Kris McLaughlin, Gayle Dee, Nadine Wood, Edie Koenig, Vicki McClanahan, Gary Goby, Judy Ross (not voting).

Motions Passed:

- a. New job descriptions for Worship Sound Technician and Live Stream Technician.
- b. Three of the five funds in the Christian Church Foundation's Common Balance Fund will be moved to the Bostick Fund.
- c. The full amount in the Building Repair and Building Maintenance Reserve Funds will be moved to the Property Endowment Fund at the Christian Church Foundation.

Call to Order: Graham opened the meeting at 6:33 p.m.

Opening Prayer: Graham read a baseball teamwork prayer which tied into church teamwork.

Minutes: Graham thanked David for the March minutes. Corrections were identified and the minutes of March 2025 board meeting were accepted with changes.

Minutes for the 1st Quarter Congregational Meeting on April 6, 2025 were approved as written.

Pastors' Report: Pastor Allison reported that the Memorial Committee was working on a document to specify how funds received from donors would be used, specifically focusing on the donor's wishes. It would also provide guidelines or suggestions to families that do not have any ideas on how to use the funds. An option would be to put the funds into the Endowment Fund to be used at a later date as needed.

Financial Report: Graham reported on Cam's behalf noting that the financial report was the same as presented at the Congregational Meeting. Giving for the month and YTD are good. Building maintenance for the month was high due to carpet cleaning (\$1,500) and two Porta-Potty invoices (\$545). Utilities continue to be high with gas bill at \$1,915 & electric bill at \$807. Month ended with a General Fund deficit of \$2,118.52 but YTD General Fund has a surplus of \$12,269.28.

Giving for Missions YTD still strong. Edie questioned about Laundry of Love running out of money. Nadine stated that Laundry of Love is a well-used program and that they always manage to have funds covered when they run short. It was noted that members of the church specifically give to this program over and above the \$75 that is budgeted for each month. Discussed possible options for utilizing quarters that people could donate. Would require further thought as this is a shared mission between churches.

New Business:

- a. Gayle Dee, chair of the Personnel Committee, presented two new job descriptions for the Live Stream Technician and Sound Technician positions. Currently, Jay does the sound and Evan, Gayle and Mary share the live stream duties. These two positions would work as a team. Paula suggested changing the terminology for Term from 12-month position to year-round position. Kris moved to accept the two new position descriptions with the noted changes. Paula seconded and the motion passed unanimously.
- b. Kris McLaughlin, Trustee member, reported the Trustees feel it would be in the church's best interest to move three of the five funds currently in Christian Church Foundation's Common Balance Fund to the Christian Church Foundation's Bostick fund as it has better returns and is socially responsible. It is a moderately aggressive fund while the Balance Fund is conservative. Normal gain is 7.5% versus the 5.5% in the Balance Fund. These are all liquid funds so access would be timely if needed without any penalties. Nadine made the motion to move three of the five funds from the Balance Fund to the Bostick fund. Gary seconded the motion. Motion passed unanimously.
- c. Kris also suggested moving the monies in the Building Repair and Building Maintenance accounts to the Property Endowment Fund at the Christian Church Foundation in order to make interest on the money. Access to the money if needed would be timely without penalties. There is also enough money in the emergency account should the church need to use till the money from the foundation is received. Dianne moved to move the full amount in the Building Repair and Building Maintenance accounts to the Christian Church Foundation Property Endowment Fund. Paula seconded the motion and the motion passed unanimously.

Old Business:

Process of Discernment – Plan was to vote on the draft, however, there were some concerns. Edie asked for clarification for verbiage on three items; 1) First page, first paragraph, “rather than statements made to the world”; 2) First page, second paragraph, under Programming, “Congregants should feel compelled rather than coerced in...”; and 3) Second page, bullet of first paragraph, “Level of understanding....entire community”. Clarification and discussion followed. The word “personally” would be added in front of compelled on the above second item. Edie did not have any suggestions for any other changes but was not ready to accept the document as presented. It was suggested she bring suggestions for changes to the next meeting. Edie moved to table the vote till the May Board meeting. Nadine seconded the motion. Motion passed with five votes to table and four opposed.

Board Report Highlights:

- a. Graham reported the Hospitality Group would be meeting on Friday, April 18.
- b. Allison reported the Elders met yesterday.

- c. Gary, Property Committee, reported one bank of lights in the sanctuary was not working and believe it is a electronics issue. Seems the receiver is not working and this will be checked out in the next few weeks. Gayle mentioned she needed to discuss with Gary having the new camera mounted.

Action Items:

- a. Dianne will inform Elysse of the changes to the April Board Meeting minutes.
- b. Gayle/Allison will post new job descriptions.

Joys, Concerns, and Announcements:

Graham was grateful for all the people who showed up Saturday for spruce up.

He said the church has a duck nest in a bush next to the Ferry Street side of the parking lot.

Kris likes the songs with the new words to old tunes.

Closing Prayer:

Adjournment: Meeting adjourned 8 p.m.

Next meeting: The board will be meeting in person May 12, 2025 at 6:30.

Respectfully submitted,
Dianne Hargrove

1st Quarter FCC Congregational Meeting Minutes

Sunday, April 6, 2025

WELCOME — Graham Kislingbury opened the meeting at 11:18 am with a reading from Corinthians. He recognized the Ruari's two-year anniversary with the church.

Graham pointed out the table with the sign-up clip boards highlighting the various opportunities but specifically noted the new need for possible drivers and the new Building Operations group.

Graham thanked the Hospitality Group and people providing snacks for the coffee hour. Also commented on moving tables and chairs as the Red Cross Blood Drive would be using the Fellowship Hall on Tuesday.

FINANCIAL REPORT — Cam Shuck provided the Financial Report. He mentioned the church was short \$2,000 at the end of March due to higher expenses but still ahead \$12,000 for the year.

PASTORS' REPORT — Jared Ruari was pleased about new attendees, how some have many years of Christian Church background and then there are others that come from other backgrounds yet the church is able to be welcoming and merge/utilize the different backgrounds/abilities.

Allison Ruari added we need to develop those relationships further. It is important to connect and establish deeper commitments (like thru our coffee hours). She reported that Sunday attendance has averaged over 90 people. She was proud of the congregation in their service to each other and the Albany community.

TRUSTEES' REPORT — Kris McLaughlin was pleased to talk about money, saying that the giving has been good and the church is thriving. However, the Trustees are looking ahead and she explained how the younger generation has more financial challenges these days than the older generation experienced. She presented the idea to consider keeping the church in mind while estate planning, wills or other options. Still in the planning stages and more information to come.

WAYS TO HELP — Graham thanked the Hospitality Committee for the lunch at last Sunday's film series. He then touched on the clip boards again noting Spring Spruce-up is Saturday, April 12, 9am – noon; hiding Easter Eggs will be on Friday, April 18 at 1pm; Kitchen Deep Clean will be in May sometime; and looking for possible drivers.

Graham talked about the new FCC Hospitality Committee, which is the umbrella committee for Greeters, Coffee Hour, Sunday Building Operations, Warming/Cooling Center, Special Events/Memorial Service and Building Hosts. The committee meets regularly, including at 1 p.m. Friday,

April 11, in the Cornerstone Room. He then recognized members of the committee: Marge Wright, chair; Ellen Carlson, Charlotte Houser, Jo Ann Rachor, Ellen Taylor and Elaine Wilder.

Graham said the committee is in the early stages of exploring something we had in the aughts and 2010s: Sunday Teams, or as proposed, "Sunday Welcome Teams." Teams are being considered because of growth in attendance, he said. There would be four teams of 16 – 20 people, with each team working three months during the year. Each team would include greeters, coffee hour hosts and those who bring refreshments and building operations folks who open and lock doors and check the building after church. Each team would have a team leader. People can choose what they want to do on the team, and they can choose to be on more than one team. If we move forward with this idea, the Sunday Welcome Teams would start in September. In the months ahead, the Hospitality Committee will be working on developing teams and asking congregants if they want to participate.

OPEN MIC – Charlotte noted Easter was around the corner and asked for plants/flowers to be brought to church on Good Friday to help decorate the sanctuary. Sanctuary Arts would be putting the flowers on the cross Easter Sunday beginning at 9am.

Allison provided the schedule for Holy Week; Palm Sunday is next Sunday and the congregation would be waving palms. There is a Good Friday service on April 18 at 7pm then Easter service on April 20 followed by the Easter Egg Hunt for kids from birth to 6th grade.

Burt asked about the numbers at yesterday's rally. Graham said 526 to 600 people.

CLOSING PRAYER – Jared closed the meeting with prayer at 11:53am.

Pastors Report April 2025:

- **Administration:**

- Allison is working with financial teams (Trustees, Stewardship, Memorial Committee) to review policies to make sure they align with current practices and if they don't, make recommendations to the board for discussion and vote. All teams are also working to increase awareness of the many ways to support the work of the congregation, both now and in the future.

- **Education:**

- The Lenten Book group saw a small but steady group of 8-10 participants on Sunday morning. Wednesday evenings did not have participants, so it was helpful to know that Wednesday evenings are not a great time. Will explore other days and times for future evening possibilities.
- Book group is concluding "Integral Christianity." In May they will begin "Life After Doom: Wisdom and Courage for a World Falling Apart" by Brian McLaren.
- Family Programming met 4/13. In May we'll assess programming needs for the upcoming fall (what went well? What can be improved? What is needed for the community? What do families have capacity for?)
- Grateful for the Hospitality and Affirming LGBTQ+ team for the Film Festival event after worship on 3/30.

- **Pastoral Care:**

- Jared and Allison are attentive and responsive to acute care needs. Jared pays particular attention to homebound and non-driving members. Allison pays particular attention to new participants and folks we haven't seen in worship for several weeks.
- Jared continues to work with the Elders on establishing care partners and best practices for visits and table meditations.
- Both pastors are appreciative when they're kept in the loop on travel schedules and acute care needs.

- **Worship:**

- Good Friday service at 7:00 pm on 4/18. Last two years have done a Maundy Thursday/ Passion service on Thursday. Will be trying something different this year.
- Jared and Allison held a worship planning retreat at First Christian Church, Corvallis on March 10th and finalized most worship themes/series for the Summer and Fall. They are exploring stronger ecumenical relationships with Albany Mennonite Church with a couple of joint efforts in June around Pride and Peace and Justice topics. Jeff Taylor will preach June 1st and Kacey Alexander will preach July 6th when they are out of town on vacation.
- Children's worship leadership has grown, with Kris McLaughlin, Betty Larson, and Ellen Taylor participating as greeters and second adults. With the current ages of the children, pastors and volunteers will need to examine the need for a second children's worship opportunity for older kids (3rd-6th grade) and start building volunteer capacity for the fall.

- **Ministries:**

- Our Outreach Ministries continue to fill immediate needs for our Albany neighbors. We are grateful for their continued work and the ways that they are navigating expanding community needs and financial volatility.
- Pastors are grateful for:
 - the diligent work of the Hospitality Team as they work to make sure folks feel welcome.
 - the ways that our building is used by outside community groups. Our well cared for property and our congregation's commitments to community and justice as a safe space to do their work.

- **Misc:**

- Pastors will be on vacation April 21-25.

Financial highlights for April 2025

- Pg. 1 Giving for month and YTD good.
- Pg. 2 Technology Fees & Software includes two annual expenses.
Building Maintenance high for month due to additional Security Alarm expense.
Insurance expense \$2657 for month, way below last year.
Utilities continue to be high.
Gas bill \$1129 & electric bill \$832.
Month ended with a General Fund deficit of \$4,153.38.
YTD General Fund has a surplus of \$8,115.90.
- Pg. 7 Income giving for month & YTD highest for the 5 year period.
Monthly Budget Net Income loss seems to follow April pattern.
Budget Net Income for YTD much better than most prior years.

First Christian Church
Profit & Loss Budget Performance
April 2025

	<u>Apr 25</u>	<u>Budget</u>	<u>Apr 24</u>	<u>YTD Apr 25</u>	<u>YTD Budget</u>	<u>YTD Apr 24</u>
Ordinary Income/Expense						
Income						
Regular Giving	26,865.72		26,013.18	124,610.95		115,100.79
Building Use	1,100.00		880.00	4,875.00		3,805.00
Needed Income	<u>0.00</u>	<u>31,380.08</u>	<u>0.00</u>	<u>0.00</u>	<u>125,520.36</u>	<u>0.00</u>
Total Budget Income	27,965.72	31,380.08	26,893.18	129,485.95	125,520.36	118,905.79
Expense						
Administration						
Personnel						
Co-Pastors						
Salary - A	3,083.33	3,083.33	3,033.33	12,333.32	12,333.33	12,133.32
Salary - J	3,083.33	3,083.33	3,033.33	12,333.32	12,333.33	12,133.32
Housing - A	1,666.67	1,666.67	1,666.67	6,666.68	6,666.67	6,666.68
Housing - J	1,666.67	1,666.67	1,666.67	6,666.68	6,666.67	6,666.68
Pension - A	721.00	721.00	700.00	2,884.00	2,884.00	2,800.00
Pension - J	721.00	721.00	700.00	2,884.00	2,884.00	2,800.00
Soc. Sec. Offset - A	375.00	375.00	375.00	1,500.00	1,500.00	1,500.00
Soc. Sec. Offset - J	375.00	375.00	375.00	1,500.00	1,500.00	1,500.00
TDRA - A	400.00	400.00	300.00	1,600.00	1,600.00	1,200.00
TDRA - J	400.00	400.00	300.00	1,600.00	1,600.00	1,200.00
Health Ins - A	300.33	300.33	283.33	1,201.32	1,201.33	1,133.32
Health Ins - J	300.33	300.33	283.33	1,201.32	1,201.33	1,133.32
Cont. Educ. - A	0.00	25.00	0.00	0.00	100.00	0.00
Cont. Educ. - J	0.00	25.00	0.00	570.00	100.00	0.00
Assemblies - A	0.00	20.83	0.00	0.00	83.33	0.00
Assemblies - J	0.00	20.83	0.00	0.00	83.33	0.00
Prof Expense - A	85.95	62.50	0.00	192.92	250.00	23.00
Prof Expense - J	49.20	62.50	117.43	49.20	250.00	606.90
Search/Moving Exp	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Co-Pastors	13,227.81	13,309.32	12,834.09	53,182.76	53,237.32	51,496.54
Interim Pastor						
Sabbatical Fund	<u>0.00</u>	<u>50.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>	<u>0.00</u>
Total Interim Pastor	0.00	50.00	0.00	0.00	200.00	0.00
Office Administrator						
Salary	4,562.75	4,562.75	4,429.83	18,251.00	18,251.00	17,451.37
Health Insurance	424.00	424.00	400.00	1,696.00	1,696.00	1,615.00
Pension	<u>100.00</u>	<u>100.00</u>	<u>100.00</u>	<u>400.00</u>	<u>400.00</u>	<u>400.00</u>
Total Office Administrator	5,086.75	5,086.75	4,929.83	20,347.00	20,347.00	19,466.37
Music Director	0.00	666.67	0.00	0.00	2,666.67	0.00
Musician	1,058.84	1,058.83	1,058.84	4,235.36	4,235.33	4,204.56
Custodian	1,002.24	989.75	999.37	4,281.05	3,959.00	4,135.46
Audio/Visual Operator	205.65	416.66	174.71	694.08	1,666.68	683.32
Youth Coordinator	0.00	0.00	0.00	0.00	0.00	187.50
Nursery Care	442.18	333.33	476.25	1,338.09	1,333.32	1,327.50
Substitute Musician	125.00	93.75	0.00	475.00	375.00	100.00
Substitute Pastor	0.00	50.00	0.00	0.00	200.00	0.00
Staff Appreciation	0.00	62.50	0.00	60.94	250.00	0.00
Accident Insurance	0.00	66.66	0.00	0.00	266.67	350.91
Payroll Tax Expense	<u>540.54</u>	<u>550.00</u>	<u>522.07</u>	<u>2,150.05</u>	<u>2,200.00</u>	<u>2,072.64</u>
Total Personnel	21,689.01	22,734.22	20,995.16	86,764.33	90,936.99	84,024.80
Travel						
Auto Allowance Staff	0.00	62.50	0.00	0.00	250.00	91.77
General Assembly	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Travel	0.00	62.50	0.00	0.00	250.00	91.77

First Christian Church
Profit & Loss Budget Performance
April 2025

	<u>Apr 25</u>	<u>Budget</u>	<u>Apr 24</u>	<u>YTD Apr 25</u>	<u>YTD Budget</u>	<u>YTD Apr 24</u>
Office Expenses						
Copier Lease & Equipment	0.00	291.67	277.94	748.35	1,166.67	1,108.39
Miscellaneous Administrative	0.00	41.66	0.00	148.00	166.67	50.00
Office Supplies	110.02	208.33	164.00	984.49	833.33	635.82
Online Giving Fee	26.08	16.67	0.00	67.70	66.67	0.00
Postage	119.35	41.67	0.00	121.39	166.67	203.63
Technology Equip. & Supplies	0.00	125.00	0.00	1,279.98	500.00	0.00
Technology Fees & Software	1,127.62	416.67	266.35	1,919.37	1,666.67	3,396.96
Telephone	404.47	416.67	367.56	1,586.37	1,666.67	1,450.67
Total Office Expenses	<u>1,787.54</u>	<u>1,558.34</u>	<u>1,075.85</u>	<u>6,855.65</u>	<u>6,233.35</u>	<u>6,845.47</u>
Property						
Building Maintenance	1,129.86	833.33	621.19	5,335.56	3,333.33	3,622.47
Elevator Maintenance	280.62	279.17	264.86	1,122.48	1,116.67	1,059.44
Garbage	173.77	179.17	168.44	689.75	716.67	672.11
Insurance	2,656.50	1,666.67	5,587.33	2,656.50	6,666.67	11,526.08
Janitorial Supplies	115.36	100.00	81.37	302.39	400.00	301.63
Utilities	2,237.17	1,833.33	2,134.01	10,682.77	7,333.33	8,886.11
Total Property	<u>6,593.28</u>	<u>4,891.67</u>	<u>8,857.20</u>	<u>20,789.45</u>	<u>19,566.67</u>	<u>26,067.84</u>
Total Administration	<u>30,069.83</u>	<u>29,246.73</u>	<u>30,928.21</u>	<u>114,409.43</u>	<u>116,987.01</u>	<u>117,029.88</u>
Education (Funded by Reserved Accounts)						
Children's Resources	0.00	20.83	0.00	-100.00	83.33	0.00
Nursery Resources	0.00	12.50	20.98	-8.39	50.00	20.98
Youth Resources	0.00	16.67	0.00	2.99	66.67	105.84
Adult Education Resources	0.00	20.83	0.00	114.49	83.33	0.00
Family Programming	0.00	62.50	0.00	82.61	250.00	0.00
Camp/Conf. Scholarships	0.00	166.67	0.00	0.00	666.67	0.00
Total Education	<u>0.00</u>	<u>300.00</u>	<u>20.98</u>	<u>91.70</u>	<u>1,200.00</u>	<u>126.82</u>
Worship						
Music & Musicians	0.00	33.33	0.00	145.00	133.33	0.00
Worship Resrc(Includes Greens)	17.45	166.67	36.60	216.23	666.67	227.60
Total Worship	<u>17.45</u>	<u>200.00</u>	<u>36.60</u>	<u>361.23</u>	<u>800.00</u>	<u>227.60</u>
Congregational Life						
Congregational Activities	71.18	166.67	107.56	854.25	666.67	455.99
LGBTQ+ Affirming	0.00	41.67	0.00	0.00	166.67	0.00
Public Relations	64.80	41.67	32.40	170.10	166.67	137.70
Reiki Ministry	0.00	4.17	0.00	0.00	16.67	0.00
Stewardship Campaign	0.00	8.33	0.00	0.00	33.33	0.00
Total Congregational Life	<u>135.98</u>	<u>262.51</u>	<u>139.96</u>	<u>1,024.35</u>	<u>1,050.01</u>	<u>593.69</u>
Budgetted Outreach						
Disciples Mission Fund(DMF)	1,050.00	525.00	525.00	2,100.00	2,100.00	2,100.00
Ecumenical Ministries of Oregon	0.00	0.00	50.00	0.00	0.00	200.00
Care Cupboard	125.00	125.00	0.00	500.00	500.00	0.00
Community Meal	416.67	416.67	0.00	1,666.67	1,666.67	0.00
Emergency Fund	229.17	229.17	0.00	916.67	916.67	0.00
Loads of Love	75.00	75.00	0.00	300.00	300.00	0.00
Total Budgetted Outreach	<u>1,895.84</u>	<u>1,370.84</u>	<u>575.00</u>	<u>5,483.34</u>	<u>5,483.34</u>	<u>2,300.00</u>
Total Expense	<u>32,119.10</u>	<u>31,380.08</u>	<u>31,700.75</u>	<u>121,370.05</u>	<u>125,520.36</u>	<u>120,277.99</u>
Net Ordinary Income	<u>-4,153.38</u>	<u>0.00</u>	<u>-4,807.57</u>	<u>8,115.90</u>	<u>0.00</u>	<u>-1,372.20</u>

First Christian Church
Profit & Loss Budget Performance
April 2025

	<u>Apr 25</u>	<u>Budget</u>	<u>Apr 24</u>	<u>YTD Apr 25</u>	<u>YTD Budget</u>	<u>YTD Apr 24</u>
Outreach/Missions						
Offerings						
Designated Mission Offerings						
Christmas	6.00		0.00	6.00		0.00
Easter	1,080.00		50.00	1,080.00		245.00
Pentecost	0.00		0.00	0.00		0.00
Reconciliation	0.00		0.00	0.00		20.00
Thanksgiving	0.00		0.00	0.00		0.00
Week of Compassion	176.90		127.00	1,745.74		1,055.83
Total Designated Mission Offerings	<u>1,262.90</u>		<u>177.00</u>	<u>2,831.74</u>		<u>1,320.83</u>
Non-Budget Mission Income						
Disciples Mission Fund	100.00			100.00		0.00
Total Non-Budget Mission Income	<u>100.00</u>		<u>0.00</u>	<u>100.00</u>		<u>0.00</u>
Total Offerings	<u>1,362.90</u>		<u>177.00</u>	<u>2,931.74</u>		<u>1,320.83</u>
Expenses						
Mission Special Goals						
Christmas (DMF)	0.00		0.00	0.00		0.00
Easter	265.00		50.00	265.00		245.00
Pentecost	0.00		0.00	0.00		0.00
Reconciliation	0.00		0.00	0.00		20.00
Thanksgiving	0.00		0.00	70.00		0.00
Week of Compassion	6.72		127.00	1,676.84		1,055.83
Total Mission Special Goals	<u>271.72</u>		<u>177.00</u>	<u>2,011.64</u>		<u>1,320.83</u>
Non-Budget Mission Expense						
Disciples Mission Fund	0.00			0.00		0.00
Total Non-Budget Mission Exp.	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>		<u>0.00</u>
Total Expenses	<u>271.72</u>		<u>177.00</u>	<u>2,011.64</u>		<u>1,320.83</u>
Total Outreach Missions	<u>1091.18</u>		<u>0.00</u>	<u>820.10</u>		<u>0.00</u>
Checking Account Balance						
Undesignated Funds				-16,527.88		-21,076.39
Reserved Funds				163,654.21		148,935.32
Balance				<u>147,126.33</u>		<u>127,858.93</u>

First Christian Church
Outreach/Missions Activity
April 2025

	<u>Apr 2025</u>		<u>Year To Date 2025</u>		<u>Yr. Rec.</u>
	<u>Receipts</u>	<u>Expenses</u>	<u>Receipts</u>	<u>Expenses</u>	<u>2024</u>
Outreach/Missions					
Designated Mission Offerings					
Christmas	0.00	0.00	0.00	0.00	531.00
Easter	0.00	0.00	0.00	0.00	245.00
Pentecost	0.00	0.00	0.00	0.00	140.00
Reconciliation	0.00	0.00	0.00	0.00	519.00
Thanksgiving	0.00	0.00	0.00	-70.00	70.00
Week of Compassion	700.00	-1,156.18	1,568.84	-1,739.92	1,917.81
Total Designated Mission Offerings	<u>700.00</u>	<u>-1,156.18</u>	<u>1,568.84</u>	<u>-1,809.92</u>	<u>3,422.81</u>
Missions In Reserved Funds					
Anti-Racism	0.00	0.00	0.00	0.00	0.00
Care Cupboard (Ooddles of Comfort)	125.00	-214.52	790.00	-1,280.64	1,365.00
Children & Youth	0.00	0.00	499.80	0.00	449.66
Christian Education	0.00	0.00	1,120.79	-63.11	1,008.14
Community Meal	652.67	-579.96	2,957.67	-2,311.81	15,832.22
Emergency Fund (Starfish)	354.17	-340.86	1,691.67	-1,513.54	4,725.00
Emergency Fund (Starfish II)	0.00	0.00	0.00	0.00	0.00
Health Care Oregon	0.00	0.00	0.00	-100.00	0.00
Helping Children & Families Aid Fund	0.00	0.00	0.00	0.00	0.00
Jackson St. Youth Shelter	0.00	0.00	0.00	0.00	340.00
In & Out - Chance	0.00	-50.00	50.00	-50.00	0.00
In & Out - Creating Housing Coalition	0.00	0.00	0.00	0.00	210.00
In & Out - Refugee and Immigration Minist	0.00	0.00	0.00	0.00	0.00
Loads of Love	195.00	-465.00	1,130.00	-1,145.00	2,140.00
LGBTQ Ministries	0.00	0.00	0.00	0.00	1,030.00
Pre-Primary	0.00	0.00	0.00	0.00	165.00
World & Local Missions	0.00	0.00	4,202.98	-6,000.00	3,780.51
Total Missions In Reserved Funds	<u>1,326.84</u>	<u>-1,650.34</u>	<u>12,442.91</u>	<u>-12,464.10</u>	<u>31,045.53</u>
Total Outreach/Missions	<u>2,026.84</u>	<u>-2,806.52</u>	<u>14,011.75</u>	<u>-14,274.02</u>	<u>34,468.34</u>

First Christian Church
Other Funds Activity & Balances
 April 2025

	Apr 2025		Year To Date		Balance
	Receipts	Expenses	Receipts	Expenses	
Special Funds					
Activity & Balances					
Designated Funds In Foundation					
Desig - Children's Library Fund	12.98	0.00	-101.04	0.00	6,275.49
Desig - Children & Youth Fund	31.35	0.00	-211.41	-499.80	13,327.20
Desig - Living Memorial Fund	418.10	0.00	8,841.30	-11,207.94	312,118.56
Desig - Pastor's Prof. Fund	67.22	0.00	-504.95	0.00	32,386.19
Desig - Property Endow. Fund	29.41	0.00	-228.53	0.00	14,194.02
Total Designated Funds in Foundation	559.06	0.00	7,795.37	-11,707.74	378,301.46
Reserved Funds Balance on Hand					
Anti-Racism	0.00	0.00	0.00	0.00	1,933.97
Audit Fund	0.00	0.00	0.00	0.00	3,527.05
Bequest	0.00	0.00	0.00	0.00	11,558.69
Books	0.00	0.00	0.00	0.00	0.00
Building Maintenance Fund	0.00	0.00	0.00	0.00	8,601.62
Building Repair Fund	0.00	0.00	4,202.98	0.00	24,131.07
Care Cupboard (Oodles)	125.00	-214.52	790.00	-1,280.64	2,584.79
Children & Youth	0.00	0.00	499.80	0.00	1,112.75
Children's Library	0.00	0.00	0.00	0.00	-202.88
Christian Education Program	0.00	0.00	1,120.79	-63.11	1,579.80
Community Meal Fund	652.67	-579.96	2,957.67	-2,311.81	10,179.82
Contingency Fund	0.00	0.00	0.00	0.00	32,950.83
Day Camp (Adventure Week)	0.00	0.00	0.00	0.00	255.40
Disciples on Wheels	0.00	0.00	0.00	0.00	169.47
Emergency Fund (Starfish)	354.17	-340.86	1,691.67	-1,513.54	7,703.58
Enlighten FCC	0.00	0.00	0.00	0.00	2,305.00
Family Camp	0.00	0.00	0.00	0.00	270.37
Health Care Oregon	0.00	0.00	0.00	-100.00	1,055.00
Helping Children & Families Aid Fund	0.00	0.00	0.00	0.00	1,256.74
Kingdom Fund	0.00	0.00	0.00	0.00	47.39
Loads of Love	195.00	-465.00	1,130.00	-1,145.00	4,580.08
LGBTQ Ministries	0.00	0.00	0.00	0.00	597.88
Living Memorial	0.00	0.00	11,207.94	-11,207.94	0.00
Nursery Project	0.00	0.00	0.00	0.00	47.10
Parish Nurse	0.00	0.00	0.00	0.00	50.80
Prayer Shawl Ministry	0.00	0.00	0.00	0.00	96.02
Pre-Primary	0.00	0.00	0.00	0.00	65.00
Reiki Sponsorship	0.00	0.00	0.00	0.00	247.05
Sanctuary Improvement	0.00	0.00	0.00	0.00	390.74
Staff Gifts	0.00	0.00	30.00	0.00	30.00
Starfish II	0.00	0.00	0.00	0.00	972.90
Transportation Fund	0.00	0.00	0.00	0.00	2,146.62
Unbudgeted Items	0.00	0.00	1,120.79	0.00	4,207.59
Verne Catt McDowell	0.00	0.00	560.40	0.00	560.40
World & Local Missions	0.00	0.00	4,202.98	-6,000.00	2,500.17
Youth Mission Trip	0.00	0.00	0.00	0.00	1,304.23
Total Reserved Funds Balance on Hand	1,326.84	-1,600.34	29,515.02	-23,622.04	128,817.04

First Christian Church
Other Funds Activity & Balances
April 2025

	Apr 2025		Year To Date		Balance
	Receipts	Expenses	Receipts	Expenses	
In and Out					
Chance	0.00	-50.00	50.00	-50.00	0.00
Creating Housing Coalition	0.00	0.00	0.00	0.00	0.00
Refugee Kits	0.00	0.00	0.00	0.00	300.00
Total In & Out	<u>0.00</u>	<u>-50.00</u>	<u>50.00</u>	<u>-50.00</u>	<u>300.00</u>
Memorial Funds					
Alexander, Capi & Leigh	0.00	0.00	0.00	0.00	100.00
Don Albright	0.00	0.00	0.00	0.00	145.00
Marge Brash Scholarship	0.00	0.00	0.00	0.00	534.75
Frank Bricker	0.00	0.00	0.00	0.00	240.00
Mike Busic	0.00	0.00	0.00	0.00	100.00
Mike Busic Youth & Music)	0.00	0.00	0.00	0.00	5,386.90
Sharon Gislser	0.00	0.00	0.00	0.00	350.00
Jan Goby	0.00	0.00	0.00	0.00	2,395.00
Ben Green	0.00	0.00	0.00	-55.96	140.98
Elizabeth Haddan	0.00	0.00	0.00	0.00	387.61
Sandy Jenne	0.00	0.00	0.00	0.00	100.00
Ray Lindley-Choir	0.00	0.00	0.00	0.00	25.00
Ray Lindley-Youth	0.00	0.00	0.00	0.00	3,637.06
Loy Marshall	0.00	-24.98	0.00	-24.98	9,176.27
MaryLou McCorkle	0.00	0.00	0.00	0.00	184.01
Georgia Parker	0.00	0.00	0.00	0.00	75.00
Deanna Peterson	0.00	0.00	0.00	0.00	630.00
Stephen Selvage	0.00	0.00	0.00	0.00	50.00
JoAn & LeonWidmer	0.00	0.00	0.00	0.00	7,169.16
Memorial Funds - Undesignated	0.00	0.00	0.00	0.00	3,710.43
Total Memorial Funds	<u>0.00</u>	<u>-24.98</u>	<u>0.00</u>	<u>-80.94</u>	<u>34,537.17</u>
Grand Total Reserved Funds	<u>1,326.84</u>	<u>-1,675.32</u>	<u>29,565.02</u>	<u>-23,752.98</u>	<u>163,654.21</u>
Total Other Income	<u>1,885.90</u>	<u>-1,675.32</u>	<u>37,360.39</u>	<u>-35,460.72</u>	<u>541,955.67</u>

**5 Year Comparative
April 2025**

<u>Month</u>	<u>2025</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>
Total Income	27,966	26,893	26,830	24,998	20,755
Expenses:					
Personnel	21,689	20,995	9,340	22,340	21,002
Travel	0	0	0	0	0
Office	1,788	1,076	684	1,667	2,017
Property	6,593	8,857	2,930	7,298	5,677
Education	0	21	0	0	0
Worship	17	37	48	32	103
Congregational Life	136	140	257	216	324
Outreach	<u>1,896</u>	<u>575</u>	<u>575</u>	<u>575</u>	<u>785</u>
Total Expenses	32,119	31,701	13,834	32,127	29,909
Budget Income/Loss	-4,153	-4,808	12,997	-7,129	-9,154
Bldg Loan Offering	0	0	0	0	2,435
Bldg Loan Payment	0	0	0	0	-1,561
Net Financial Change	-4,153	-4,808	12,997	-7,129	-8,280

Year To Date

Total Income	129,486	118,906	104,309	107,258	96,773
Expenses:					
Personnel	86,764	84,025	56,120	87,932	82,593
Travel	0	92	0	0	0
Office	6,856	6,845	4,396	5,311	6,380
Property	20,789	26,068	24,790	21,599	18,342
Education	92	127	0	0	0
Worship	361	228	481	586	637
Congregational Life	1,024	594	716	1,145	2,002
Outreach	<u>5,483</u>	<u>2,300</u>	<u>2,300</u>	<u>2,300</u>	<u>3,230</u>
Total Expenses	121,370	120,278	88,803	118,873	113,183
Budget Income/Loss	8,116	-1,372	15,507	-11,615	-16,411
Bldg Loan Offering	0	0	0	0	9,556
Bldg Loan Payment	0	0	0	0	-7,840
Net Financial Change	8,116	-1,372	15,507	-11,615	-14,695

Job Description

SOUND TECHNICIAN

Job Summary

The Sound Technician position manages and operates audio equipment during Albany FCC services and events, ensuring clear and balanced sound for the congregation and live streams, including setting up, operating, and takedown of the Albany FCC sound equipment.

Responsibilities

- Operate audio equipment to include using mixing board, adjusting levels, and ensuring proper sound quality
- Set up and break down equipment such as microphones, speakers, mixing boards, and other sound devices
- Monitor audio levels and quality for sound in the church sanctuary and any audio feed for live streams
- Troubleshoot/resolve technical issues with the sound equipment or audio quality during services
- Maintain audio equipment ensuring equipment is in good working order. Make recommendations for repairs or upgrades.
- Train other staff or volunteers on how to operate the audio equipment. Assist in the development of training documents for setting up and taking down the different sound systems in the church, to include but not limited to Sanctuary, Community room and any other location as needed.

Requirements:

- Prior experience in audio production in a worship or live event setting (Preferred)
- Knowledge of use of sound mixers
- Knowledge of use and placement of microphones for spoken word and music
- Ability to act quickly to troubleshoot and resolve any audio problems that may arise during a service
- Strong attention to detail and ability to work under pressure in a live service environment.
- Ability to work collaboratively with the pastors and musicians to understand their goals for music and sound levels
- Understands the flow of worship services in relation to the need for amplified sound
- A team player with strong communication skills and a positive, proactive attitude.

Physical demands

- Able to sit at a desk for 2 or more hours for monitoring of sound equipment
- Occasional setup of AV equipment which requires an ability to lift up to 50 lbs

Working conditions

- Availability on Sundays and major church Holy days as needed
- Able to arrive approximately 45 minutes before the church service to complete set up of the sanctuary
- Availability to provide sound system support for other church events as requested (e.g., memorial services, weddings, etc.)

Reports to:

This position reports directly to one of the Co-Pastors.

Terms of employment

Compensation: \$18 - \$20 per hour

Term: This is a 12-month position

Hours per week: 2-3

Job Description

LIVE STREAM TECHNICIAN

Job Summary

The Live Stream Technician position provides all technical aspects of live streaming church worship services and events, ensuring a smooth, high-quality broadcast experience for online viewers. This position is also responsible for sanctuary slide projection during worship services and events.

Responsibilities:

- Prior to the start of a worship service, set up and test all equipment needed for live stream and sanctuary slides projection.
- Start the live stream broadcast on time and monitor the stream to various online platforms (e.g. YouTube, Facebook).
- Operate camera(s) to effectively capture the worship service and other events
- Operate the Stream Deck to effectively switch live stream scenes, camera angles, and sanctuary slides. Also have the capability to do these tasks manually when the need arises.
- Monitor and adjust audio levels from the soundboard, ensuring clear sound quality for online viewers.
- Troubleshoot any technical issues that arise prior to or during the live stream.

Requirements:

- Prior experience or adequate training in live stream production, preferably in a worship or live event setting
- Proficient in:
 - use and editing of Ecamm Live live streaming software and Keynote software on a MacBook Pro laptop and/or iPad
 - use of the Elgato Stream Deck device for live streaming, camera operation, and sanctuary slide projection
 - both the manual and preset use of a PTZ video camera
 - use of a Yamaha audio interface
- Strong attention to detail and ability to work under pressure in a live service setting. Ability to act quickly to troubleshoot and resolve any live stream or slide projection problems that may arise during a service.
- Understands the flow of worship services in relation to the need for timely live stream scene and sanctuary slide changes
- Ability to work:
 - in a team with other live stream technicians to ensure all Sunday worship services are covered
 - with the pastors to understand their goals for live stream and sanctuary media

- with the sound technician to ensure the highest quality sound for a live stream audience
- A team player with strong communication skills and a positive, proactive attitude.

Physical demands

- Able to sit at a desk for 2 or more hours to manage live stream and sanctuary slide projection
- Able to perform the focused hand movements required to set up and break down live stream and projection equipment

Working conditions

- Available on Sunday mornings and major church Holy days as needed
- Able to arrive approximately 45-60 minutes before the church service to set up and test all live stream/sanctuary slide devices
- Availability to provide live stream and sanctuary slides support for other church events as requested (e.g., memorial services, weddings, etc.)

Reports to:

This position reports directly to one of the Co-Pastors.

Terms of employment

Compensation: \$18 - \$20/hr

Term: This is a 12-month position

Hours per week: 2-3

DRAFT: Congregational Discernment around Statements of Witness (4/1/2025)

When the congregation is invited to discern whether or not to adopt a Statement of Witness a proposal will be submitted to the Program Cabinet. If the Program Cabinet determines that a Statement of Witness falls within one of our three mission statement priorities (true community, deep Christian spirituality, passion for justice) AND informs how the congregation conducts itself and our internal ministries (rather than statements made to the world), the Program Cabinet will work with the Executive Team and proposal submitter(s) to determine programmatic needs for the discernment process.

All parties will work collaboratively to help shape the programming and determine a timeline before reporting to the Board with the following suggestions:

- Timeline: Recognizing that discernment take time, a discernment process should take no fewer than 6 months without a definite end date. This seeks to ensure that all voices might have an opportunity to be heard, careful consideration can be made, the congregation can seek to reach a true consensus, and a vision for how the proposed Statement of Witness can be lived out can be cast.
- Programming: A significant portion of church programming (education, fellowship, and worship) will be dedicated to discernment and conversation. When applicable, denominational resources (e.g. General Assembly Resolutions) will be used to help guide and shape discernment conversations. Conversations will encourage conversation and communal discernment. Congregants should feel compelled rather than coerced in sharing opinions and viewpoints.

After a period of discernment is complete, the Program Cabinet will report its findings to the Board. When applicable, the Program Cabinet will make a recommendation to the Board on how to proceed. Some recommendations include:

- Forwarding the Statement of Witness to the congregation for a vote
- Continue the discernment process with specific questions to be addressed
- Making amendments to the Statement of Witness
- Closing the discernment process without a congregational vote

Some considerations whether or not a recommendation may be made may include:

- The level of engagement and participation within the congregation in programming and discernment conversation. (e.g. X% of congregants

attend one or more programming events around the statement of witness topic, Y% participate in discernment conversations)

- Level of understanding on how the statement of witness will inform the congregation's ministry and practice among the entire community.

The Board will determine whether enough conversation/discernment has occurred to forward it to the congregation for a vote, if more conversation/discernment is necessary, or if it is not something on which the congregation should vote. This may differ from the Program Cabinet recommendation.

If a Statement of Witness is forwarded to the congregation for a vote, the threshold for adoption is 75% in favor by members present. The Board has the discretion to modify this threshold.

When a Statement of Witness is forwarded to the congregation for a vote, the Executive Team will work with SoW submitters and the Board to determine length of time for discussion at the congregational meeting. The conversation will seek to hear from all congregants who wish speak. After discussion has concluded, paper ballots will be used.

The Program Cabinet and Board will be attuned to the capacity of the congregation to take on new discernment processes. If a Statement of Witness is adopted, the Program Cabinet will work to support programming that helps the congregation live into the Statement of Witness. This will include regular updates on how the Statement of Witness is being lived out. The proposal submitter(s) work with staff and the Executive Team to create a communication plan. If it is not adopted, the person or group may continue their work as is and seek further conversation with the Program Cabinet and Board to discuss future possible discernment processes.

Board Report April 2025

Program Cabinet

Program Cabinet met March 17, 2025 via Zoom. Reviewed February 2025 Action Items and updated 2025 FCC Program Calendar. Rick Staggenborg provided an update on the Israel-Palestine Advocacy Team. Following his presentation the Program Cabinet discussed Social Justice Discernment and the best way to move forward for future programs/activities. Possible route would be to do focus groups within the congregation.

Mike Mayer reported no schedule available yet for the baseball game outing. Dianne Hargrove stated the Ice Cream Social will be held August 6 and she will continue to update the Program Calendar with new dates as they develop. Allison Ruari will contact someone in the Reiki Group to present what the group does at the April Program Cabinet meeting.

-Diane Hargrove

Other Ongoing Ministries include:

- **Affirming LGBTQ+ Team**
- **Book Study:** Continue to meet every Wednesday at 10:00 AM on Zoom.
- **Care Cupboard**
- **Care Support Group**
- **Community Meal:** The number of guests was about the same each week with the fourth Thursday a little more. A few new faces came to eat and it is always nice to see the word is spreading about what good food is served at the First Christian Church. Both Big Town Hero sandwich shops continue to donate their leftover bread on Wednesday which we serve on Thursday. It is still fresh and wonderful. What bread the community meal does not use is passed on to either Helping Hand or Second Chance so it is not wasted. If you are craving a sandwich or soup please give them your business as a thank you for helping towards the success of the community meal.
- **Covenant Group:** Covenant Group continues to meet twice a month.
- **Health Care Justice**
- **Israel-Palestine Advocacy Team**
- **Loads of Love Albany (LOLA):** On March 13th Albany First Christian members, Elaine Kruger Young and Nadine Wood hosted LOLA. Our other dates to host in 2025 are June 26th, September 25th, and November 20th.
- **Prayer Shawl Ministry:** Continue to meet on the 1st and 3rd Mondays at 10:00 AM.
- **Prime Timers Group**
- **Reiki Ministry**
- **Young Adult Group:** The Young Adult Group met on April 1 for a Taco Bar Potluck and Bingo Night. We had 8 adults, 7 kids, and one nursery attendant present. We provided prizes for bingo and had a great time.

Elders

-Dave McCorkle

Executive Team

Pastors Allison and Jared Ruari and Board Co-Chairs Dianne Hargrove and Graham Kislingbury — met on March 18 and April 1. They developed the agendas for the April 6 First Quarter Congregational Meeting and the April 14 Board meeting and discussed church-related news, information, and upcoming events.

-Graham Kislingbury

Financial Secretaries

The Financial Secretaries are preparing the First Quarter Contribution Statements, which will be received Monday, April 14th, mainly through email. If you have any questions or concerns, please contact Nadine Wood, Ethel Ellingson, or Judy Ross.

-Nadine Wood

Hospitality Committee

-Ellen Carlson

Memorial Committee

-Wendy Anderson

Personnel Committee

We continue to work on our primary goal for this year of reviewing and updating staff job descriptions. At this time, the first step of moving the current job description text into a standard template for each job is underway. We have reviewed two new job descriptions for Sound Technician and Live Stream Technician and are recommending each for Board approval during the April Board meeting. The Sound Technician job description is for the staff member that operates the sound board during worship services and other events. The Live Stream Technician is a new position responsible for running the live stream broadcast and sanctuary slides during worship and other services. We continue to implement our plan for acknowledgment of staff birthdays and anniversaries as they happen throughout the year.

-Gayle Dee

Property Committee

-Gary Goby

Trustees

-Kris McLaughlin

Technology Team

We have been streaming all our worship services every Sunday on the church's Facebook page and YouTube Channel. The A/V team consists of Jay Grenard (worship audio), and Evan Staton, Mary Renneke, and Gayle Dee (live stream and sanctuary slides projection). After obtaining Board approval during the March meeting, we recently received our new PTZ (pan-tilt-zoom) video camera and associated gear. This upgrade will significantly automate the live stream process so that one person can operate all live stream and sanctuary slides tasks on a Sunday morning. The quality of the online video will be significantly improved for our online friends! We are currently installing and testing the new equipment and will likely go live every Sunday by the end of April. Working with the Personnel committee, two job descriptions for Sound Technician and Live Stream Technician have been prepared.

-Gayle Dee