

MCC Knoxville Congregational Meeting

November 12, 2023

Guidelines for Meetings

1. We are to be open to the winds of the Spirit of God. We will spend time listening for God's Word.
2. Every person is a valuable asset. Everyone has something to offer. Position and longevity do not give a person more rights.
3. The process needs our sharing in honesty, openness, and respect.
 - A. "I" messages should be used whenever possible.
 - B. We need to seek clarity before debate.
 - C. Care should be taken to not use loaded words.
 - D. While sharing is important, no one should feel they can monopolize. The less we use our tongues the less chance of offending.
4. We need to be listeners.
 - A. Always attempt to restate what you hear, so that it can be clarified.
 - B. Calm your inner voices to hear instead of trying to form a response.

Board: Rev. Colleen Darraugh, Steve D., Donna K., Doug K., Ruby L., Gary W., and Cassi W.

Agenda

Member check-in and determination of quorum (20% of Membership)

Opening prayer

Amend/Approve Agenda

Approval of Congregational Meeting minutes of May 21, 2023

Treasurer's Report

Approval of the 2024 Budget

Pastor's Report

Board of Directors Report

Lay Delegate Report

Deacons Report

Food Pantry Report

Closing Prayer

Minutes of MCC Knoxville Congregational Meeting May 21, 2023 (Draft 1)

Board Members Present: Rev. Colleen Darraugh, Steve D., Donna K., Doug K., Ruby L., Gary W. and Cassi W.

Rev. Colleen Darraugh convened the meeting at 12:25 p.m.

After recording members checked in it was determined a quorum had been met (20% of Membership; 24 voting members were present, 9 is a quorum).

Opening Prayer

Amend/Approve Agenda

Motion to approve: Kathy H.

Seconded: Sandy T.

Approved

Approval of Congregational Meeting Minutes of Nov. 13, 2022

Motion to approve: Ellen G.

Seconded: Carrie R.

Approved

Treasurer's Report

Donna summarized the salient points of her report, which was posted on the church website.

The General Fund has \$5294.09. However the church has built up 5 months in a Reserve Fund, \$67665.20, a significant accomplishment. The Building Fund has no money in it because of necessary facilities repairs and improvements. An underground water leak further depleted resources which would otherwise have come out of the Building Fund. Total cash in hand at the end of April was \$79,205.92. Since some positions are still not being filled, this represents a help to the budget. A Music Director is one of those positions, while the Digital Pastor position was not filled until November, resulting in additional savings. Designated cash on hand is \$6380.89.

Motion to approve Financial Statement for 2022: Steve D.

Seconded: Ruby L.

Approved

Motion to receive Treasurer's report

Moved: Sandy T.

Seconded: Gary W.

Approved

Election of 3 Board Members

Steve is willing to be elected. He has been on the Board many years, and is willing to continue helping out wherever he is needed

Ellen G is willing to be elected. She has previously served, and is more than willing to serve again.

Donna K. is will to be elected. While she has been on the Board many years, and is willing to continue to serve.

Cassi W. is willing to be elected. She is a 39-year member of MCC Knoxville and has served on the Board for many years. Administration and discernment are strengths she has, and is willing to continue serving.

Sandy T. is willing to be elected. While she has not served on the Board, she is willing to learn and serve.

Motion to close nomination

Moved: Vicki

Seconded: Cathy H.

Approved

Elected: Steve D, Donna K, and Cassi W.

Approval of Proposed Bylaw Change Regarding Lay Delegate Elections Scheduling

Motion language:

A. Election – REMOVE: The Lay Delegate(s) shall be elected at the next regular Congregational Meeting following each General Conference.

REPLACE: A. Election - The Lay Delegate(s) shall be elected at the regular Spring Congregational Meeting during the year prior to the regularly scheduled General Conference.

A plurality of the votes cast shall be required to elect.

Motion to approve: Kathy H.

Seconded: Ellen C.

Approved

Board of Directors Report

Doug summarized the Board's work since the November Congregational meeting (posted on the church website).

Motion to Approve: Cathy H.

Seconded: Artha W.

Approved

Lay Delegate Report

Carrie thanked the Board for their work. Her report is on the church website. She thanked Shelley for her support in the work in support of the church. Between now and next spring she will be putting portions of Connect in The Word. She summarized the important work of the MCC Council of Elders. She will be attending two Board meetings in 2023

Motion to receive report: Sandy T.

Seconded: Gary W.

Approved

Deacons Report

Kathy H. thanked the congregation for their contributions. She summarized the uses of the Deacons Fund, which has primarily been for Benevolence. But now contributions can also be made for the Food Pantry in addition to the Medical Expense Fund \$11300 is the current fund balance. She thanked Lois and Carrie for all their work. Food contributions are especially needed. Carrie prepares the worship participant schedule, and asked for anyone interested to let her know. Colleen noted that Food Pantry is now a drop-down on the website donation menu, and that contributions are especially needed. A link to A Place at The Table for donations will be placed on the website. You do not need to be a member of the church to serve on the worship team.

Motion to receive report: Cathy H.

Seconded: Linda M.

Approved

Pastor's Report

Colleen noted her report has been posted on the church website. She thanked Caedmon Grace for his contributions as Digital Pastor. He has uploaded sermons to YouTube and is working to make them more search engine friendly. She thanked the décor team for all their work. Lois and Carrie were especially thanked for their alter design. She underscored her appreciation for the musicians and guest preachers who gave of their talents during her recovery from surgery. She will be arranging for preaching in conjunction with her part-time status. She expressed concern over the aging of congregations and clergy, a general concern for all churches. Online ministry is critical to attract younger attendees and will continue to be developed. She asked we all be open to change, as all denominations must. She encouraged celebration of who we are. She emphasized the care and time she uses in selecting the music for each service, and especially to emphasizing diversity. She asked that if anyone had concerns about anything, to talk with someone able to help (pastor, board and deacons). We must celebrate that we are thriving when so many other churches are not. Volunteers are needed, especially with Knox Pride. She encouraged using our business cards to encourage others to attend our services, and to invite people to attend. She is especially thankful to Steve for his video services and contributing time to working with visiting musicians.

Lois said how much she appreciated the healing Colleen has brought to the church. Shelley reminded everyone how much of Colleen's time was spent thinking about the church. She is grateful to be here.

Motion to receive report: Sandy T.

Seconded: Linda M.

Approved

Closing Prayer

Adjournment

Motion to adjourn: Cathy H.

Seconded: Sandy T.

Approved

The meeting adjourned at 1:35 p.m.

MCCK 2024 **DRAFT** BUDGET V2

	2023 Approved Budget	2023 Extrapolated Actual*	2023 Extrapolated +/- to Budget	2024 Draft Budget	2024 +/- to 2023 Budget	2024 +/- to 2023 Actual*
INCOME						
FUNDRAISERS	2,500	175	(2,325)	1,500	-40%	757% <i>Net after expense. Point of emphasis for 2024</i>
OTHER INCOME						
Interest Income CBBC checking	40	40	-	50	25%	25%
Miscellaneous & Space Sharing	600	443	(157)	600	0%	35%
TOTAL OTHER INCOME	3,140	658	(2,482)	2,150	-32%	227%
TITHES AND OFFERINGS	107,500	97,888	(9,612)	102,900	-4%	5% <i>This is the same increase as 2023 to 2022 actual</i>
TOTAL INCOME	110,640	98,546	(12,094)	105,050	-5%	7%
EXPENSES						
ADMINISTRATION						
Miscellaneous Expenses	130	-	130	50	-62%	100%
Office Supplies	400	641	(241)	600	50%	-6%
TOTAL ADMINISTRATION	530	641	(111)	650	23%	1%
BANK FEES/EASY TITHE	100	1,122	(1,022)	-	-100%	-100% <i>\$ moved to Breeze</i>
COMMUNITY BUILDING						
Social Committee	500	245	255	500	0%	104%
TOTAL COMMUNITY BUILDING	500	245	255	500	0%	104%
CONFERENCES			-			
General Conference	500	500	-	500	0%	0%
Network Gatherings	750	-	750	500	-33%	100%
TOTAL CONFERENCES	1,250	500	750	1,000	-20%	100%
DENOMINATIONAL SUPPORT			-			
Board of Pensions	1,200	922	278	1,000	-17%	8%
UFMCC Assessment @ 10%	10,750	10,512	238	10,290	-4%	-2%
TOTAL DENOMINATIONAL SUPPORT	11,950	11,434	516	11,290	-6%	-1%
FACILITIES						
Alarm System	600	775	(175)	800	33%	3%
Building Maint./Improvements	1,500	6,104	(4,604)	1,500	0%	-75% <i>General maintenance. Improvements from Reserve Fund or solicitation</i>
Cleaning	2,860	2,550	310	2,600	-9%	2%
Copier	300	336	(36)	340	13%	1%
Insurance	5,800	6,608	(808)	6,800	17%	3%
Internet & Phone	3,000	2,853	147	2,250	-25%	-21% <i>Savings by reducing Internet cost</i>
Lawn Care	2,800	2,210	590	2,600	-7%	18% <i>Based on 2023 actual</i>
Pest Control	400	400	-	400	0%	0%
Utilities - Electric/Propane	6,000	5,624	376	5,800	-3%	3%
TOTAL FACILITIES	23,260	27,460	(4,200)	23,090	-1%	-16%
OUTREACH			-			

	2023 Approved Budget	2023 Extrapolated Actual*	2023 Extrapolated +/- to Budget	2024 Draft Budget	2024 +/- to 2023 Budget	2024 +/- to 2023 Actual*
ACT Blanket Ministry	250	-	250	200	-20%	100%
Organizations/GMC & Advertising	1,000	175	825	300	-70%	71%
Pride	1,000			300	-70%	100%
Visitor Materials/Events	300	-	300	100	-67%	100%
Johannesburg Sister Church	-	-	-	1,600	100%	100%
TOTAL OUTREACH	2,550	175	2,375	2,500	-2%	1329%
PASTOR						
Cell phone	1,600	1,600	-	1,600	0%	0%
Continuing Edu/Professional Exp	1,100	-	1,100	1,100	0%	100%
Housing	18,000	18,000	-	18,000	0%	0%
Salary	22,800	22,800	-	24,000	5%	5% <i>Added \$1,200 from Music Minister reduction</i>
Travel	200	132	68	200	0%	52%
UFMCC (License Renewal)	-	-	-	-	0%	0%
TOTAL PASTOR	43,700	42,532	1,168	44,900	3%	6%
STAFF						
Accompanist	9,000	1,300	7,700	5,000	-44%	285%
Associate Pastor/Intern	10,000	9,000	1,000	9,600	-4%	7% <i>+\$50 per month</i>
Holiday Gifts	1,200	1,200	-	1,000	-17%	-17%
Payroll Taxes	1,600	688	912	1,350	-16%	96% <i>Assumes Music hire</i>
TOTAL STAFF	21,800	12,188	9,612	16,950	-22%	39%
TECHNOLOGY						
Computers & Equipment	500	1,142	(642)	500	0%	-56%
Zoom, Breeze, GoDaddy	1,300	827	473	1,300	0%	57%
Web Hosting	100	300	(200)	300	200%	0%
Website Design & Maintenance	600	-	600	-	-100%	100%
TOTAL TECHNOLOGY	2,500	2,269	231	2,100	-16%	-7%
TN STATE ANNUAL INCORPORATION FEE	20	20	-	20	0%	0%
WORSHIP						
Honorariums	600	2,988	(2,388)	800	33%	-73%
Music purchase	100	-	100	-	-100%	0%
Music licenses	300	238	62	250	-17%	5%
Worship Supplies	1,000	1,197	(197)	1,000	0%	-16%
TOTAL WORSHIP	2,000	4,423	(2,423)	2,050	3%	-54%
TOTAL EXPENSES	110,160	103,009	7,151	105,050	-5%	2%
TOTAL INCOME	110,640	98,546	(12,094)	105,050	-5%	7% <i>+5% Tithes & Offerings; balance Fundraising</i>
+/- TO BALANCE				-		

Major Maintenance Items

	Future Years Budget
ANTICIPATED EXPENSE	
Replace siding on Kitchen end of building	7,000
Replace office HVAC	6,500
Replace roof on annex	5,000
Pump Septic Tank	500
TOTAL ANTICIPATED EXPENSE	19,000

BOARD OF DIRECTORS REPORT
Congregational Meeting
November 12, 2023

The Board of Directors works on behalf of the congregation as steward and administrator of the church's funds. The Board also supports both short and long term church plans and activities. Since the last Congregational Meeting on May 21, 2023, the Board has:

- * Met six times virtually via Zoom. Other business was handled by email.
- * Monitored income and expenses to ensure that the mission of the church continues. We are thankful for the generosity of our members and friends that has allowed us to continue to pay all our bills on time.
- * Ensured that the primary functions of the office remain covered with volunteers. As always, we thank Robert and Ginny for the hours they spend in the office each week. We also thank C.B., who remotely keeps up with office voicemail messages during the week.
- * Our pastor underwent significant surgery this summer, yet despite that managed the complexity of securing pastors and determining worship service details to cover her absences. This all involved countless phone calls, emails and text messages to coordinate everything. The Board especially wants to acknowledge and thank her for arranging weeks of meaningful and uplifting worship experiences and it thanks all who contributed to these services. Our talented Digital Pastor, Caedmon Grace, filled in a number of times and as always produced outstanding messages for the congregation, both onsite and online. Pastor Colleen's wife Shelly continued to contribute her musical talents during worship services, in addition to the responsibilities she had supporting Colleen's recovery.
- * Your Board worked with Pastor Colleen and Treasurer Donna on the budget development process.
- * The Board is very grateful to CB for arranging the Church's membership in Second Harvest, which enables our Food Pantry to obtain food at much lower prices than were available through other avenues.
- * Under Steve's guidance the AV Ministry continues to receive improvements, resulting in excellent hybrid services. In addition, Steve has completed training of Linda and Doug to assist him with Sunday AV worship coverage onsite and on Zoom and Facebook. Shelly, Sam and Sandy also continue to be very helpful in providing assistance.
- * Ruby has been very busy coordinating maintenance of church facilities. Gravel spreading, tree and entrance trimming, pressure washing and new smoking benches are just several of the many things for which she provided her expert oversight. Seeding was completed and there is new growth. Also, O'Dell's completed their semi-annual inspection of our heating and cooling system and replaced air filters. Repairs have been made to the inside wall of the Annex to repair a large hole that was exposed when the entertainment center was removed.

In all of these things, Ruby either supervised almost all of the work, arranged to have it supervised, or did the improvements and repairs herself. She also took bids, and made many calls to secure the best workers for all the various projects. In addition, the Board thanks Robert for helping address the sinkhole that had been developing near the parking lot.

- * We also thank the Social Committee, and especially Sam G, for hosting our monthly Friday Night Game nights which continue to be a fun event for those who attend.

Lay Delegate Report

November 5, 2023

Dear MCC-Knoxville Congregation,

I have been serving as your lay delegate since being elected in October 2020. Since my last report at the May 21, 2023, congregational meeting, I have continued to receive and review the email/newsletter called CONNECT, which shares the general workings of our global church including the council of elders, virtual and ongoing events, the governing board and many resources. Anyone can sign up to receive this newsletter online at ufmcc.org. My plan as your lay delegate this year is to post some information once a month in the WORD so you can follow some of the important work being done and opportunities available at the global level.

Again, highlights of the July 2022 General Conference were, it was virtual and was streamed at our church for all to see, there were great keynote speakers and the business meeting was held. This included the election of new clergy and lay members to our governing board and the presentation of UFMCC's extremely solvent financial report! As a reminder, the governing board consists of our moderator Reverend Cecilia Eggleston, Reverend Beulah Durrheim, Reverend Joseph San Jose, Reverend Marie Alford-Harkey, Reverend Alberto Najera, Chad Hobbs, Leo Rossetti, Mark Godette and James Chavis. In April 2023, the council of Elders annual report was released. The following are a few of the many duties performed in the past year; prayer and pastoral messages, providing spiritual presence and support to clergy and congregations, planning and supporting General Conference, drafting timely statements to inform and elevate important matters, reviewing and responding to denominational policies and proposals in collaboration with the governing board or other global teams, helped to strengthen denominational programs and engaged with local initiatives to strengthen protections for LGBTQ peoples. Your council of Elders consists of Cecilia Eggleston, Alejandro Escoto, Velma Garcia, Goudy, Karl Hand, Miller Hoffman, and Carolyn Mobley-Bowie. In 2023, I will attend two MCC-Knoxville board meetings per the lay delegate requirements.

Yours in Christ,

Carrie Roller

DEACONS' REPORT, CONGREGATIONAL MEETING NOVEMBER 2023

DEACONS' FUND

Thanks to the generous contributions of our church family, we have 1,777.79 in the Deacons' Fund. Since the last meeting we have been able to assist with back-to-school supplies.

WORSHIP AND OTHER SUPPORT

The Deacons have continued to participate in worship leadership including the celebration of communion. Lois and Carrie head up the Worship Arts Team that decorates the Church for the church seasons. Carrie assigns the monthly worship participants. Robert checks and responds to church phone messages and emails on Monday and Ginny did so the first part of this reporting period on Thursday mornings. C.B. and Shelly checks phone messages at other times. Kathy publishes the weekly newsletter and keeps up with attendance and C.B. provides leadership to the food pantry ministry.

MEMBERSHIP & FRIENDS OUTREACH

As part of the regular duty of Deacons, we seek to be in contact with those of you that have been ill or in need. We also seek to reach out to any that seem to be absent more than usual.

WORSHIP ATTENDANCE

Kathy Hyland tracks the weekly worship attendance on Zoom, Facebook live, and in-person. This assists us in identifying people who may appreciate a call from us such as newcomers or members and friends who are unexpectedly absent.

FOOD PANTRY

See a separate report on the Food Pantry.

A PLACE AT THE TABLE (APATT)

The Deacons promote the collection of food and funds for APATT and encourage people to participate in this meaningful ministry. The Church assists by helping make sandwiches as needed.

MEDICAL EXPENSE SUPPORT FUND

This fund is to assist those needing financial assistance with medical expenses. There have been no requests or occasions to use this fund during this reporting period. The fund has a balance of 1,467.98.

Food Pantry Report

Congregational Meeting November 2023

Submitted by C.B. Morrison

The demand for food continues to grow as food prices increase. As of October 24th, we gave out 47 baskets in October. Year to-date we have given out 363 baskets. This is more than twice the number of baskets that we gave out in all of 2022.

In September our application was accepted by Second Harvest. We are now able to purchase food at less than half the cost of that of super markets. An order was placed from Second Harvest in September and another one in October. They had some free items for the holidays, so some side items and frozen pre-cooked turkeys were ordered both for APATT and the pantry.

Starting in March, to conserve our supply of food, we decreased the amount of food supplied to a single person household. We still run low each month. In September we had to ask people to call back the next month since we were low on food. We will have to do that again at the end of October. Also, food and monetary donations fell in October. We need cash to purchase food at Second Harvest. After the 4th Sunday in October, we only have \$513 in the pantry fund after we pay our October invoice from Second Harvest. That is only enough money to purchase food for 25 baskets which will last about 3 weeks.

With information obtained from Second Harvest, a flyer was created with a list of other food pantries in Knoxville that deliver food. We are now handing these out to each person when we deliver food. We hope that some clients will call these pantries and lessen the demand on ours.

On November 1st, Food City will be donating \$2000 to our pantry. This will be used to purchase food that is required for our baskets but not sold by Second Harvest. Also, on November 17th, Knoxville-Knox County Community Action Committee (CAC) will be distributing FEMA food to us. This will be enough for 72 baskets. There are six items required by FEMA program they do not supply. We will need to purchase those items from Food City, Second Harvest or receive them in food donations.

Thanks to the congregation for their generous support and to the pantry team of Cathy, Gina, Joyce, Linda, Sandy and Shelly for all of their hard work.

If you have any questions or comments, please contact C.B.