

Asylum Hill Congregational Church

Board of Deacons Meeting Minutes, February 9, 2023

Location: Virtual Meeting

Attendance: Jim Bannister, Marjorie Berger, Earl Exum, Dan Hansen, Africka Hinds, Betsy Hopkins, Mike Stockman, Debby Sutherland, Jane Torrey, Frank Virnelli (Need 11 for a quorum including Rev. Erica)

Staff: Helena Carvalho, Rhonda Mitchell, Jack Pott, Rev. Jordan Rebholz, Rev. Erica Thompson

Welcome & Opening Prayer:

Moderator Earl Exum called the meeting to order at 6:05.

Earl offered an Opening Prayer.

Consent Agenda:

Earl Exum called for “Consideration of Minutes of January 19, 2023 Diaconate Meeting.”

Motion: Frank Virnelli

Second: Betsy Hopkins

No changes or questions were brought forward.

Minutes were approved unanimously.

Moderator Report: Moderator Earl Exum reviewed the Executive Committee Minutes of February 2, 2023.

Although the By Laws require minutes to be taken of Executive Committee Meetings, they are not required to be distributed, often due to confidentiality reasons. Earl is sharing these minutes based on a request and for transparency. Minutes of future meetings will be shared with the diaconate with redactions as necessary. The focus of the February 2 Executive Committee was on the nominating process for the diaconate. It was decided to take a more informal approach this year due to the fact that the majority of the deacon’s terms continue into next year.

Earl once again encouraged all deacons to promote his “Office Hours” opportunity for our congregants.

Earl described a matching grant opportunity through the National Preservation Fund. Earl noted that there has been great interest in installing an air conditioning system for our sanctuary and questioned if this could be an opportunity to do so. Rev. Erica noted that such a project would require a capital campaign in order to secure the matching funds. She further questioned if this would be the top priority of a capital campaign given the more immediate needs of the water mitigation project, which is already underway. That said, Erica noted if there is interest in this project a committee should be formed to assess interest and feasibility.

Finally, Earl noted that “Old Business” will be added as an agenda item to the Board of Deacons Meetings, which will be a running list of projects in the works or of interest to the diaconate.

Administration & Finance Report: Jim Bannister shared that the Auditor’s Report indicated a high level of cooperation from the AHCC staff throughout the auditing process. As was expected, the Stock Market performance has affected the overall financial statement.

Chief Operating Officer, Helena Carvalho presented the “Statement of Activities for the Six-Month Period Ending December 31, 2022.” Overall, the statement matched the forecast with some savings in expenses.

Clergy Report: Rev. Erica Thompson began her report with the statement, “We are well!” She noted the excitement around the kick-off of the Search Committee for an Associate Minister. This is the first experience with this process for several of the committee members. Erica expressed gratitude for Africka Hinds and Frank Virnelli, Board of Deacons members, for their participation on this committee.

Rev. Jordan Rebholz noted that Lent begins on February 22, Ash Wednesday, with a 7:00 p.m. service.

February 26 will be the first Sunday of Lent leading to Easter on April 9. The Lenten theme will be “*Seeking*

Honest Questions for a Deeper Faith.” Jordan encouraged all to participate in the coffee hours during Lent noting how successful the coffee hours were during Advent. She noted that we continue to encourage all to participate in worship in person.

Erica is pursuing a workshop offering with Allen Hilton related to the Lenten theme.

Furthermore, Erica brought attention to the significance of AHCC hosting the recent Services of Ordination of both Jordan Rebholz and David Figliuzzi. She noted that this is something in which we should take a lot of pride, as there are churches that never host a service of ordination. “This is a huge testament to our community. A thermometer reading of who we are and something for which we should have a humble pride.”

Earl Exum asked Jane Torrey to lead a community building activity. All deacons were divided into pairs and followed a “partner introduction” activity for about 5 minutes. Afterwards, each person introduced their partner by sharing one interesting fact they learned about them during this activity.

Old Business: Moderator Earl Exum listed current items on the Board’s radar:

- Garden Level project
- Development and Engagement position
- Consultant Report
- Revisit Environmental, Social and Government (ESG) investment principles
- Building Ministry
- AHCC Road Map
- COVID Protocols

New Business: Debby Sutherland acknowledged her appreciation for the timely recognition of people’s contribution to the church. Erica noted that this has been a particular focus of Glenn Olson in his new position. Director of Music & Arts, Jack Pott announced a musical event on Friday, February 24, 7:30 p.m. @ the Belding Theater/The Bushnell. The Hartford Chorale, directed by Interim Music Director, Jack Anthony Pott will present “*The Music of David Hurd & Margaret Bonds.*” The concert will feature Jolie Rocke and Marques Jerrell Ruff with members of The Harlem Chamber Players and Hartford Symphony. All are encouraged to attend!

Closing Prayer:

Vice Moderator Africka Hinds offered a Closing Prayer.

Meeting adjourned at 7:17 p.m.

Respectfully submitted,

Daniel S. Hansen

Secretary

Asylum Hill Congregational Church
Statement of Activities - Cash Basis
For the Six Month Period Ending December 31, 2022

50%

	FY 2022-2023 7/1/22 - 6/30/23 Budget	FY 2022-2023 7/1/22 - 12/31/22 Actual	FY 2022-2023 % of Budget	FY 2021-2022 7/1/21 - 6/30/22 Forecast	Notes YTD // Forecast
Ordinary Revenue					
Contributions	\$ 950,000	\$ 458,771	48%	\$ 907,604	52% of budget including prepaid // assumes contributions to budget based on YTD activity and FY20-FY22 average activity
Gifts/Donations	7,000	14,074	100%	15,000	// donations to offset unbudgeted expenses
Program/Event Revenue	102,760	1,085	1%	102,760	
Rental Income & Reimbursement	120,502	68,423	57%	120,502	
Other Revenue	-	121	100%	102	
Endowment Draw	780,277	390,138	50%	767,905	// updated with audited actuals
Total Revenue	1,960,539	932,611	48%	1,913,873	
Ordinary Expense					
Adult Education	2,481	33	1%	2,481	
Communications	29,545	21,490	73%	29,545	reflects Advent devotionals and seasonal advertising
Early Life Ministry	17,000	5,783	34%	17,000	
Member Engagement	14,350	1,229	9%	14,350	
Membership	5,800	1,590	27%	5,800	
Men's Ministry	2,000	-	0%	2,000	
Music and Arts	176,300	54,416	31%	176,300	
Office	125,975	75,951	60%	125,975	reflects IT and phone upgrades
Outreach	156,300	1,267	1%	163,300	// includes Angel Tree gifts, offset by donations
Personnel	1,339,492	589,809	44%	1,272,517	// reflects open positions
Plant	326,413	140,899	43%	326,413	
Capital Depreciation	85,000	42,500	50%	85,000	
UCC Allocation	19,500	-	0%	19,500	
Women's Spirituality & Fellowship	10,010	2,703	27%	10,010	
Worship	9,750	2,864	29%	9,750	
Young Adult Ministry	2,000	38	2%	2,000	
Total Expense	2,321,916	940,571	41%	2,261,941	
Net Ordinary Income	\$ (361,377)	\$ (7,960)		\$ (348,068)	
Adjustments					
Add: FY23 Contributions Prepaid in FY22		42,396		42,396	contributions paid in previous years, but intended for this year
Add: Restricted Fund Support	79,530	98,877		98,877	// updated with audited actuals
Add: One-time gifts	278,289	278,289		278,289	
Adjusted Net Income	\$ (3,558)	\$ 411,602		\$ 71,494	