

Operating Committee

October 28, 2008 6:30 pm

For the purpose of receiving reports from Boards on the issue of moving to a single service in September of 2009

GCC Executive Board Agenda

October 28, 2008 7pm

Opening Prayer (Don)

Clergy Comments

Consent Agenda: Chapter 9 – Selling of Cystal Christmas Ornaments Sundays in Nov./ Dec. Mayflower

Mission Outreach: Heifer Gift Cards – Sundays in Nov/Dec. , WA: Resale Shop Bag Sale as needed.

Reports: Executive Board:

It will be noted that since the last meeting 2 Email Votes were taken and both were approved in the affirmative:

- (1) To change the benefit of the November 2nd Concert Offering.
- (2) To hire Jana Haas to the new position of Church Business Manager.

Boards

Property: Parking Lot, Stage Curtains, Security

Finance

Stewardship

Other Boards ?

Committees: O'n'A, Services, Schedules, PMRC, Other(?)

New Business Discussion:

Action Items: Request for Mailing List / Homeless Connections

Next Meeting: Tuesday, November 18th, 7pm

January Saturday AM Workshop TBD

*Accept your humanity;
you're allowed to stumble.*



*Accept your divinity; the God
within you empowers you to
pick yourself up again.*



**MINUTES OF THE EXECUTIVE BOARD
GLENVIEW COMMUNITY CHURCH
September 23, 2008**

A silent roll was taken and recorded by the Church Clerk.

Present: Howard Roberts, Pam Keckler, Sally Iberg, Tom Amos, Don Clark, Rob Hevey, Beryl Bills, David Aki, Bill Dailey, Judy Fellingham, Larry Kemp, Susan Mann, Pam Riedy, Mark Sawires, Pam Asplund, Chris Calandra, Jane Sanderson for Kara Clark, Cindy Dailey, Amy Davis, Peter Grant, Blanche Hanson, Karin Kinzalow, Becky Lothian, Sue Newberry, Barbara Schwarting, Jeff Wagner and guests: John Clonts, Per Hanson, Ray Scott.

Excused: Constance Filling, Christine Foley, Sandra Frantz

I. The meeting was called to order in the Mayflower Room at 7:00 p.m. by Moderator, Tom Amos and opened with prayer and reflection given by Tom.

II. Clergy Comments

Complete reports from Howard Roberts, Pam Keckler, and Sally Iberg are included in the Executive Board Packet of September 23, 2008.

III. Consent Agenda

- A. Executive Board packet dated May 20, 2008
- B. Executive Board Minutes dated August 23, 2008
- C. Minutes/Reports from Ministers, Boards, and Others included in August 23, 2008 packet
- D. Requests:
 - o Missions Board Special Offerings: Neighbors in Need (UCC benefactor); Thanksgiving (UCC); Christmas (UCC); One Great Hour of Sharing (UCC); Easter (OCWM)
 - o SERRV: sales on November 16, 23, 30, and Dec 14
 - o Membership Board: distribution of photo directories until completed
 - o Boy Scouts Troop 156: sale of Christmas greens Oct 12 and 18
 - o PYF: Christmas tree sales Sundays in October
 - o Adult Education: distribute on October 5, 12 and 17 information regarding Feb 2009 Adult work camp
 - o Women's Association: take reservations for Barbara Rinella Book review and November Take Home BBQ.

A motion was made, seconded, and passed to approve the Consent Agenda as presented above.

IV. Board Reports

All boards were reminded to complete their Board pictures by mid-October.

A. Finance Board - Rob Hevey, Church Treasurer, stated that through August 2008, year to date (YTD) total revenues are \$79,112 **short** of the YTD budget due primarily to shortages in current contributions (\$79,000 short) and non-pledged income (\$6,000 short). This deficit is offset by favorable receipts of pledge overage collections (\$9,000 over) and building fees (\$3,100 over). At the same time, YTD expenses are unfavorable to the budget by \$19,608 due mainly to utilities, overtime expenses, and other maintenance costs. Through the month of August, expenses have exceeded total revenues by \$127,996. This deficit is nearly \$52,000 greater than the deficit experienced through August 2007.

Jeff Wagner, Finance Board chair, announced that on October 1 and 8 from 7:00 to 8:30 p.m., each night, Bob Kappus, Budget Committee chair, will meet with Board Chairs, separately, to discuss the 2009 budget process and to review their preliminary budget requests. Jeff also went over the changes implemented in the Trustee of the Day procedures.

B. Properties Board - Blanche Hanson, Chair, commended the maintenance staff in their response to dealing with floods experienced on September 4 and 13. Other items of note include the following: Glenview Fire Department inspection requesting retreatment or replacement of stage curtains in the Mayflower Room; parking lot grading/drainage and repaving needs.

- C. Stewardship - Peter Grant, Chair, indicated that 2009 Stewardship campaign pledge forms were mailed to families after Rally Day, September 7. Additionally, an interactive e-mail blast with the ability to pledge online was developed and sent on September 17, 2008. As of September 23, 140 pledges total \$30,000 have been received
- D. Membership – John Clonts, Past Chair, outlined the newly created *Neighbor to Neighbor Program* and provided Board members a list of GCC members in their own neighborhoods. Small GCC communities have been developed based on geographic location. The objective of the program is to reach out to and engage GCC members in their neighborhood. The question remains as to who will be responsible for the programs oversight. For the present, distribution of the neighborhood “directories” will be left to board members and board chairs. John thanked Larry Kemp for his assistance in developing email blasts and asked the Board members for assistance in finding other individuals able to provide computer and graphic design support for similar efforts.
- E. Mission Outreach - Cindy Dailey, Chair, reminded Board members of the following upcoming activities for member engagement: September 27 and 28 move household goods amassed for the refugee family from Bhutan we are helping support; October 19 Crop Walk; 1st Sunday and 3rd Wednesday each month to prepare and serve meals at Good News Community Church.
- F. Children’s Board - Becky Lothian, Chair, commented on the 10:30 Family Worship Service planned for October 5, World Wide Communion Sunday.
- G. Services and Sacraments, Pam Asplund, Chair, asked board members to provide her with family traditions, experiences, and stories related to the taking of communion, for use at a future date.
- H. Music Board, Sue Newberry, Chair and Susan Mann, Past Chair, advised members of the need for host homes for the Czech Republic girls choir which will be in Glenview November 4 and 5. A concert will be held November 5 in the Sanctuary

V. Committees/Task Forces

- A. Leadership Committee - Clerk, Beryl Bills, reported that the committee met September 14th and is considering nominations for Church Treasurer and Clerk, to be elected at the Mid-Winter Congregation Meeting in February.
- B. Number of Services - Moderator Tom Amos, Chair, asked Board Chairs to discuss at their October Board meetings the pros and cons of one service versus two services and to prepare and send a written report outlining how the implementation of one service would impact their board. Tom further outlined the process to be taken in addressing the issue; including, open meetings in November and December to seek congregational input and discuss the pros and cons of each option (one or two services); bring any proposed changes, if appropriate, to a congregational vote at the Mid-winter Congregational Meeting. Implement approved changes in September 2009.
- C. Inclusive Language, Chair, Moderator Tom Amos, will continue discussions on the topic in November 2008. No Executive Board action is required.
- D. Opening and Affirming (ONA) – Chair, Past Moderator Don Clark, noted that informational sessions are scheduled through the end of the year. The ONA committee will then confer on how and what will be taken forward to the congregation.
- E. Staffing Committee, Chair, Past Moderator Don Clark, reviewed progress to date relative to the examination of church staffing. The ad hoc committee, including Don Clark, Chair, Terry Adams, Bill Dailey, MJ Detwiler, John Estey and Larry Kemp, with input from Howard W. Roberts, made the following interim report reflecting solely on the position of Business Administrator due to the recent announced October 1 retirement of Char Lillquist, current Business Administrator. As a result, the committee asked for a time extension to do further work, since they believe they cannot give fully informed and serious reflection on the other staff positions by the November 2008 Executive Board Meeting, the Moderator’s original deadline. In summary:

- o The committee, after consultation with the Senior Minister, the Church Treasurer, the Finance Board, and speaking with a representative of the National Association of Church Business Administrators, prepared a position description, a copy of which is attached (see attachment).
- o The committee devised a process for selecting a candidate: Howard Roberts as Senior Minister, Rob Hevey as Church Treasurer, and Jane Hund as Finance Board representative will cull resumes and identify individuals worthy of interviews. These interviews will be conducted by Howard, Rob, Jane, and Bill Dailey and MJ Detwiler, as staffing committee representatives. Terry Adams may at times substitute for Bill. The final candidate will be recommended by this group.
- o The committee does not believe that the church will be best served by having the responsibilities performed by the current Business Administrator be performed by a church volunteer. The committee therefore anticipates the need to hire temporary staff to perform these functions after October 1. The committee recommends that Howard, Rob and Jane select such a temporary employee.
- o The committee is extremely concerned about the church's finances and the upcoming Stewardship campaign. With the approximately \$80,000 shortfall in revenue to budget as of August 31 and an economy that increasingly is pinching our members, the committee does not believe that any staffing changes should be made unless they are neutral in terms of financial impact on the church: either church revenue increases to cover the additional expense or simultaneous staff reductions are made to offset staff expense increases in other areas.
- o The committee does not believe that consideration of a reduction in Called Ministers is part of its charge or current responsibilities. It would require an explicit directive from the Executive Board for the committee to include this within its work, and committee members should be given the opportunity to opt out if such a mandate were given (the politics are such that the Chair would insist committee members be given the opportunity to reflect on whether they want to take that on).

When asked, there was no discussion or questions raised.

- F. Operating Committee – Chair, Moderator Tom Amos, reminded Board Chairs that the first meeting will be October 28 at 6:30 p.m., prior to the scheduled Executive Board meeting.
- G. Planning Committee – Chair, Moderator Tom Amos, stated that this committee has not yet met and dates originally scheduled need to be changed. New meeting dates have not been determined.

VII. Other items

- A. Per Hanson, Connections for the Homeless board member, spoke of the rising issue of homelessness in Northfield Township and specifically Evanston. Per requested permission to use the GCC membership names for a solicitation/ mailing in November 2008 for financial support for Connections for the Homeless. Per noted past practices related to Hands of Peace as a foundation for the request. Ex Board members will be asked to vote on the request in October.

VIII. The meeting was adjourned at 9:20 with a reading given by Tom Amos.

Respectfully submitted,
Beryl Bills - Church Clerk

<p style="text-align: center;">Operating Committee: Tuesday, October 28, 2008, 6:30PM</p> <p style="text-align: center;">Executive Board: Tuesday, October 28, 2008, 7:00PM</p> <p style="text-align: center;">Mayflower Room</p>
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CHURCH BUSINESS ADMINISTRATOR

Position Description
Glenview Community Church

Summary: To administer the day-to-day operations of the church; maintain proper accounting of the revenues and expenses of Glenview Community Church; and supervise, train and recruit church staff and volunteers. The position reports to the Senior Minister but also serves as a significant informational resource to the Treasurer, the Finance Board and the Stewardship Board.

Responsibilities:

- Manage the day-to-day church administration including all support functions; management of volunteers; fiscal management.
- Supervise all office personnel and the Facility Manager.
- Maintain complete and accurate accounting records of the Church operations (including Nursery School, if/as required) including:
 - Member contributions and their pledge data.
 - Accounts payable in a timely manner and in accordance with established accounting principles and policies of the Church.
 - Coordinate the collection, processing, depositing and recording of all Church receipts in accordance with established accounting principles and policies of the Church.
 - Maintain index files of all financial, insurance and legal documents of the church.
- Prepare monthly and annual financial reports of all church accounts such as:
 - Reconcile bank statements, Treasurer to review and approve.
 - Provide monthly financial reports to the Finance and Executive Boards.
 - Financial statements, including adjusting journal entries, to be reviewed and approved by the Treasurer prior to issuance.
 - Prepare monthly reconciliation of the Nursery School and work with by a Nursery School representative to reconcile account, contemporaneously resolve any differences.
- Prepare monthly payroll and any special payrolls, review payroll records, maintain employee payrolls records, and maintain all state and federal payroll tax documents.
- Prepare all banking transactions and maintain accurate and contemporaneous records of all financial transactions.
- Prepare or coordinate preparation of quarterly and year-end contribution reports to members.
- Advise Treasurer of the current financial status of the church on a weekly basis.
- Attend meetings of Finance, Stewardship, Properties and Executive Boards, as needed.
- Provide financial information to staff, elected leaders, Finance and Stewardship Boards and provide explanations of the financial and accounts status as needed.
- Assist with the preparation of materials needed for financial review at the times determined by the Finance Board and/or the Stewardship Board.
- Assist the certified public accountant during any financial and/or procedural audits.
- Assist in the coordination of investments with the investment manager and prepare a quarterly investment report.
- Assist Finance Board with maintenance and renewal of church insurance policies and any claims reporting.
- Supervise staff in use of all software used in daily operations.
- Conduct performance evaluations of direct reports and make recommendations for compensation adjustments as appropriate.
- Maintain confidential employee records of all GCC employees including vacation and sick leave calendar.
- Develop and implement operating policies and procedures.
- Collaborate with Facility Manager to verify that proper bids are sought for maintenance and repairs, oversee maintenance contracts and maintain receipts/records.
- Maintain office equipment in consultation with Facility Manager.
- Oversee all outgoing church communications including Sunday Bulletin, weekly newsletter, website, fliers, and incidental advertising pieces.

Qualifications:

- Bachelor degree or higher from an accredited college or university; Accounting or Finance concentration would be beneficial and CPA would be a plus.
- Three years experience as financial or business manager; non-profit experience would be plus.
- Must demonstrate:
 - Excellent organizational skills with an attention to detail and the ability to produce quality deliverables within a fixed schedule.
 - Excellent writing and communication skills including editorial and proofreading skills.
 - Strong ability to manage multiple tasks and needs for a diverse population.
 - Ability to direct and supervise team members but also to work well as a member of a team.
 - Positive interpersonal skills.
- Skilled in using Microsoft Office suite and accounting software; ACS Technologies would be a plus.
- Knowledge of payroll software; Paychex would be plus.
- Willingness to participate in continuing educational opportunities as a professional church business administrator.

CHURCH BUSINESS ADMINISTRATOR PROPOSAL AND VOTE

Date: 10/15/2008

To: Members of the Executive Board

From: Tom

Re: Your Vote

Thanks to your vote, I have authorized Rev. Howard Roberts permission to offer the position of Church Business Administrator to Jana Haas. I received all positive votes.

Thanks to your action, we can move forward.

Tom

Vote:

28 = Yes 0 = No 0 = Reported Abstentions (unless you count those who did not reply)

Date: 10/13/2008

Greetings,

Please give me your approval as soon as possible (within the next twenty-four hours even if you have communicated previously) for the hiring of a Jana Haas to the new position of Church Business Administrator. Reading the information below should answer some of the questions you may have about the hiring. This document (put together by Don Clark) is the result of your moderators meeting with the Finance Board and the Treasurer today.

As you read the details, please note that this hiring has my support, the support of your other two moderators as well as the support of the Finance Board and the Staffing Committee. There are no other candidates that can do the job as we need it done at this time. In order to have Jana on the job by November 1st, we need to make this decision now.

Thank You for your quick attention,

Tom

-----Original Message-----

From: Lawyer2974@aol.com

To: TomRosalieAA@aol.com; berylills@comcast.net

Sent: Sun, 12 Oct 2008 3:38 pm

Subject: CBA: Email and Attachment for Tom's Distribution to Executive Board

PROPOSAL TO HIRE JANA HAAS AS CHURCH BUSINESS ADMINISTRATOR

Background: Assessing the Staffing Needs of Glenview Community Church

As a result of discussions and work done by last year's Planning Committee Tom Amos, as Moderator nominee, appointed a committee to look at staffing at Glenview Community Church. The committee is comprised of Don Clark, MJ Detwiler, Larry Kemp, Bill Daley, John Estey and Terry Adams. The committee was charged with responsibility for reviewing the staffing needs of Glenview Community Church and to make recommendations for best meeting these needs.

The Assessment Process and Decision That A Church Business Administrator With Expanded Responsibilities Could Benefit the Church

Ideally such a committee would have the time to make a comprehensive assessment before making any recommendations. And, indeed, the Staffing Committee began its work by seeking input from the Senior Minister, Finance Board, and the Church Treasurer about financial needs at GCC, as well as conferring with expertise from the National Association of Church Business Administrators. Before it could begin similar due diligence with respect to other staffing issues, a combination of events created a need to address GCC's financial staffing requirements soon and act on the committees' quick consensus that the church would benefit from having such an

administrator also assume some of the church staff oversight functions currently performed by the Senior Minister. This led to the Staffing Committee recommending at the last Executive Board meeting that a Church Business Administrator be sought at this time.

Job Description Formulation And Search Process

The job description for such a position was the product of significant input from the Senior Minister, the Church Treasurer, the Finance Board and the Staffing Committee, and was circulated at the last Executive Board meeting. A search process was proposed whereby the Senior Minister, Church Treasurer, and a Finance Board representative would review resumes and then they, together with a few Staffing Committee members, would interview the best candidates.

Accompanying Financial Considerations

At the time of its recommendation, the Staffing Committee advised the Executive Board that it was likely to cost more than was being paid to the current church financial secretary, especially given the increased responsibilities to be assumed, the more rigorous financial skills being sought in a candidate, and appreciation for what would be required to entice a candidate with the skill set desired to change jobs. The Staffing Committee also initiated a concern that given recent revenue shortfalls at the church, the committee believed that personnel decisions should be made with an eye toward being financially neutral in terms of impact on the church budget. The Staffing Committee's report was received without objection by the Executive Board.

Unanimous Approval of A Candidate

In recent days, the search process has led to the interviewing group unanimously recommending that the church hire Jana Haas as Church Business Administrator, performing the responsibilities set forth in the job description given to the Executive Board. Jana is a United Church of Christ member currently performing similar functions for another UCC church. Given the retirement of the church financial secretary as of October 1 and the needs of GCC, Jana could assume her responsibilities effective November 1. She would be paid \$10,000 more a year than was being paid to the former financial secretary.

A Second Look At The Financial Implications

While pleased that a candidate earning the unanimous support of the interviewing team could be hired so soon, members of the Staffing Committee and others believe that the financial impact of such a hire require assessment. Such an assessment has occurred in part over the course of this weekend.

The financial leadership of the church has looked at the 2008 and 2009 budget. Bringing Jana in at "salary plus \$10,000" will cost just under \$1,795 in additional expense this year. However, in the September financials the compensation lines (salary-housing-annuities-insurance-social security) across the various departments show GCC was favorable to budget--we spent less than we budgeted - in large part due to a decrease in health insurance costs. If we can bank those savings, Jana wouldn't impact 2008. In any event, the reduced financial secretary expense (transition from full to par-time) in October would offset some of any increase realized in 2008.

Next year's budget has not been built but the projected impact attributable to Jana's hiring would be \$5,700 based on projected, but not yet realized, savings in bringing payroll processing in-house by virtue of Jana's experience in performing these functions for her current employer and the deferral of a scheduled internal fiscal review given the increased financial skill set Jana will bring to the position. Specifically, the Treasurer, Chair of Finance Board, and Chair of the Budget Subcommittee of the Finance Board believe Jana may realize savings of approximately \$4,300

(\$2,780 in expenses currently paid to an outside vendor for payroll processing work and \$1,500 that had been budgeted for an internal financial review which would be suspended for one year). While Jane Hund, Finance Board representative to the interview team, and others believe Jana has the skills that could lead to even further savings being achieved, the conservative consensus is that the financial impact of the proposed hiring could be at least \$5,700 annually or \$475 per month in additional expense to the church.

The Recommendation to Proceed

With all of this in mind, all three Moderators, the Senior Minister, Treasurer, Chair of Finance Board, Chair of the Budget Subcommittee of Finance Board, and the entire Staffing Committee believe that, while the economics of GCC require continued evaluation and potential cost cutting in the 2009 budget well beyond the modest amounts involved with this decision, this hire should proceed.

The Staffing Committee is aware that the Executive Board has approved bylaw changes that would place the responsibility for making hiring decisions in the hands of the Ministers and Moderators in consultation with the Senior Minister. Yet such by laws are contingent upon the congregation approving the corollary constitutional changes, and such a vote has not yet occurred. Thus, mindful of its mandate, the needs of the church, and its concerns for the financial well being of GCC, the Staffing Committee believes the Executive Board should vote immediately either to affirm the process followed to this point, in which case an offer of employment will be made to Jana, or to disaffirm the process, in which event no offer will be made.

The reason for the urgency of the vote is the immediate needs of GCC, Jana's scheduled activities over the next week, to give her time to process our offer and, should she accept the position, to resign gracefully from her current position.

Sunday Service Attendance
2006-2008

	<u>2006</u>				<u>2007</u>				<u>2008</u>			
Mon	8:30/ 9:30	10:30	Total	AVG	8:30/ 9:30	10:30	Total	AVG	8:30/ 9:30	10:30	Total	AVG
Jan	117		117		91	235	364		206		206	
	80	297	377		77	206	248		68	242	310	
	86	276	362		108	190	298		82	179	261	
	130	241	371		133	255	388		314		314	
	127	341	468									
			<u>339</u>				<u>325</u>					<u>273</u>
Feb	122	270	392		103	251	354		95	218	313	
	121	234	355		91	250	341		89	214	303	
	142	372	514		105	307	412		66	164	230	
	130	230	360		58	143	201		100	257	357	
			<u>405</u>				<u>327</u>					<u>301</u>
Mar	114	294	408		116	255	371		63	269	332	
	106	229	335		114	241	355		71	294	365	
	120	307	427		106	242	348		123	404	527	
	85	203	288		87	208	295		393	466	859 Easter	
									14	Friday Noon Hour		
									62	Maundy Thurs.		
									85	Good Fri.		
									58	131	189	
			<u>365</u>				<u>342</u>					<u>454</u>
Apr	73	221	294		138	378	519		79	292	371	
	187	409	596		686	686	1372 Easter		240	457	697 Godspell	
	650	630	1280 Easter		148	390	538		89	226	315	
	190	464	654		191	262	453		61	367	428 confirm.	
	108	289	397		118	405	523 Confirm.					
			<u>644</u>				<u>680</u>					<u>453</u>
May	114	215	329		96	166	262		143	232	375 Choir	
	149	305	454		81	191	272		81	192	273	
	92	225	317		103	454	557 Vote		81	304	385	
	145		145 1 serv.		106		106		131	begin 1 9:30 service		
			<u>311</u>				<u>299</u>					<u>291</u>
Jun	318		318		309		309		244		244	
	231		231		198		198		152		152	
	231		231		132		132		164		164	
	196		196		133		133		132		132	
			<u>244</u>				<u>193</u>		147		147	
												<u>168</u>

Easter Maundy Thurs. 99

East Good Friday 156

		<u>2006</u>				<u>2007</u>				<u>2008</u>			
Mon	8:30/ 9:30	10:30	Total	AVG	8:30/ 9:30	10:30	Total	AVG	8:30/ 9:30	10:30	Total	AVG	
Jul	175		175		167		167		139		139		
	227		227		120		120		159		159		
	201		201		131		131		164		164		
	347		347		202		202		155		155		
	144		144		167		167						
			<u>219</u>				<u>157</u>					<u>154</u>	
Aug	201		201		213		213		160		160		
	188		188		191		191		146		146		
	181		181		180		180		200		200		
	185		185		132		132		199		199		
									123		123		
			<u>189</u>				<u>179</u>					<u>166</u>	
Sep	180		180		132		132		284 Rally		284		
	126	431	557 Rally		114	254	368 Rally		43	183	226		
	98	234	332		81	230	311		51	161	212		
	85	285	370		103	181	284		69	208	277		
					83	208	291						
			<u>357</u>				<u>276</u>					<u>250</u>	
Oct	115	209	324		121	270	392		96	386	482		
	97	257	354		78	233	311		76	178	254		
	90	259	349		110	217	327		77	247	324		
	131	395	526		90	230	320						
	145	218	363										
			<u>383</u>				<u>337</u>						
Nov	122	257	379		98	221	319						
	88	225	313		95	183	278						
	96	318	414		82	272	354						
	130		130		171		171						
			<u>309</u>				<u>281</u>						
Dec	10:30	1:30	4:00		10:30	1:30	4:00						
	564	413	422	1399	592	286	333	1211					
	104	318	422		61	245	306						
	181	482	663		123	261	384						
	220	591	679		75	225	300						
	145		145		4:30	7:30	11:00						
					552	67	497	1116					
			<u>824</u>		172		<u>582</u>						

SENIOR MINISTER'S REPORT

Executive Board

October 28, 2008

The past month has been filled with lots of enthusiasm and events in the life of the congregation. The 2008-09 Simple Gifts Concert Series is underway. I began a 1st Sundays Conversations following the 10:30 worship service where twelve people engaged in conversation about worship and the ministry of GCC. I shared in the leadership of our Fall New Member Class. Twelve new members were introduced to the congregation in worship on October 19, 2008. They bring 15 children to participate in our children's ministry. In addition to these activities, I had 58 meetings with individuals and groups this month. Some of these meetings were annual appraisals of staff all of which have been completed. I made four home visits, conducted two baptisms, conducted two interments services for members whose memorial services had been held earlier in the year, conducted three memorial services (all were within a week's time), met with the 7th Grade Confirmation class to discuss how we got the Bible, and led an Adult Education seminar about worship.

Of course my primary responsibility is the preparing sermons, developing worship services, and leading in worship. The fifth and sixth grade Sunday school classes and their teachers did a great job helping plan and lead the World Communion Service on October 5. I met with the Services and Sacraments Board and several of them shared about recent worship services that had been especially helpful and meaningful to them.

I have a growing concern for members of the congregation being affected by the economic crisis. Members have lost their jobs, members have had to terminate employees they supervise, some are struggling with mortgage payments and other debts. Some have concern about the financial condition of the congregation. People's anxiety increases at times like these and it is easy to become trapped by the fear of scarcity. I encourage us to focus on the miracle of sufficiency as an antidote for the fear of scarcity. One way to help us do this is to keep in front of us the parable of the feeding of the 5000. Notice what Jesus did. 1. He received the gift of a boy's five loaves and two fish. 2. He gave thanks for the gift. 3. He gave the gift away. Probably what occurred is that as Jesus shared the boy's lunch others began to share their lunches. And the result was according to the story that everyone had enough. By focusing on the miracle of sufficiency we can receive the gifts we have been given, give thanks for the gifts, give the gifts away, and discover that everyone has enough. Continually lifting this up in a variety of ways as we gather to worship will be helpful to us.

One of our significant accomplishments in recent years is the development of our vision statement along with a mission statement and the development of four goals. I urge each Board Chair to keep these statements and goals in front of your Boards to increase our awareness, commitment, and collaboration in meeting the goals which help achieve the mission statement and leads to the fulfillment of the vision statement.

Having a clear vision statement raises the question, "How do we live out our vision statement to be a strong community of Christian faith that welcomes and engages all people in personal and spiritual growth?" Diana Butler Bass, in her work *The Practicing Congregation*, categorizes the vital practices of congregations in four broad areas: worship, prayer, moral formation, and life together. I want you to think with me about worship, a vital part of our faith community and essential in our fulfilling our vision statement.

The Apostle Paul's instruction to the Romans is applicable to us. "So then, my friends, because of God's great mercy to us I appeal to you: Offer yourselves as a living sacrifice to God,

dedicated to God's service, pleasing to God. This is the true worship that you should offer. Do not conform yourselves to the standards of this world, but let God transform you inwardly by renewing or completely changing your mind" (Romans 12:1-2). Paul's worship culture was one that emphasized animal sacrifice. He clearly states that genuine or true worship involves offering ourselves as living sacrifices, giving our lives to God. The meaning of worship is worthship, attributing ultimate worth to God. This involves our total selves—mind, emotion, and will. William Temple is credited with the classical definition of worship.

"Worship is the submission of all nature to God. It is the quickening of the conscience by God's holiness; the nourishment of the mind with God's truth; the purifying of the imagination with God's beauty; the opening of the heart to God's love; the surrender of the will to God's purpose--and all of this gathered up in adoration, the most selfless emotion of which our nature is capable and therefore the chief remedy for that self-centeredness which is our natural sins and the source of all actual sin."¹

Worship also is rehearsal. The word rehearsal is of French derivation and means to harrow again. The public worship of God is rehearsal in the sense that it churns and turns our lives in such a way that new insights take root and begin to burst forth into new growth, eventually producing fruit in our relationships with God and with one another. We gather to worship to practice being the best human beings we can be. This is what we are created to be, human beings. We are not created to be trees or plants, fish or fowl, dogs or cats. We are created to be human beings. We gather to worship to practice what life is like when we are the best human beings we can be, living out the miracle of sufficiency—there is justice and equality, no prejudice, no one is hungry or poor, without shelter, or in prison. We leave worship to live, to act out in life what we have rehearsed in worship. And we get some of it right and in some areas we don't do so well. We return to worship to rehearse again and leave worship again to live what we have rehearsed. Some have said of worship, "There is nothing in it for me." A more appropriate response might be, "There is nothing in me for worship, but I must remedy this deficiency."

I am indebted to my colleague Tom Austin his observations about worship. What he says addresses the importance of worship to a congregation's vitality.

"As important as service to others is, as significant as Bible study is, as stimulating as group discussion is, none of those alone or together come close to replacing the worship of God.

"In fact, worship is the only thing we can ever do for God. We cannot add to God or take away from God, we cannot get God to love us more or less, we cannot foster or retard the coming of rule or reign of God, but we can with meaning and purpose engage in the private and public worship of God. This must be done even if it is inconvenient, or when it calls us away from doing other things.

"I am concerned that we will fail to understand how impoverished our lives can become without regular, systematic and consistent public worship. The development of spiritual muscle is done by spiritual exercise, and the public worship of God is an exercise by which tone is maintained by our spiritual muscle."

Worship is worthship and rehearsal and liturgy. The English word, liturgy, comes from the Greek word "leitourgia" which means "people work." Liturgy is the work the people do in worship. The word liturgy identifies the various elements that make up the worship service. Perhaps understanding worship to be the work of the people gave Soren Kierkegaard his insight into worship. Kierkegaard suggested that worship is a drama in which the congregants are the

actors, the worship leaders are the prompters, and God is the audience. Too often we turn this concept around thinking that God is the prompter, worship leaders are the actions and the congregation is the audience. When we make this mistake we turn worship into a performance.

The purpose of worship is to praise God, offer thanks and proclaim the word of God. Prayers, music, silence, Scripture, sermon, offering, and welcome are elements to help us do fulfill the purpose of worship. One element may be more valuable or helpful to one person than another during a particular service or during all services. Worshiping God is like a multi-faceted diamond—various elements of worship enable us to catch glimpses of truth God has for us. To give our best to God in worship calls for preparation by worship leaders and worshipers alike. Without planning and preparation, worship will be haphazard and disjointed.

A visitor gave his impressions of certain worship services carelessly conducted:

People who would hiss a play which was so ill-planned that the order of the acts and scenes was of no importance or would throw into a wastebasket a novel which was so utterly without form that chapter 3 and chapter 16 are interchangeable, still pathetically go to church on Sunday morning to take part in a disorderly medley of music, hymn singing, Scripture reading, praying, and the sermon....Many church services today are a quaint mixture of concert, lecture, and prayer meeting.²

Paul, writing to the Corinthians concerning worship, said, "Let all be done decently and in order" (1 Cor. 14:10). This can be accomplished as those planning worship seek for worship to have unity, movement, and design.

The pastoral staff and music staff have periodic worship planning sessions for brainstorming and worship theme identification. Then, the minister responsible for each specific worship service and music staff prepare, plan and coordinate the music, prayers, and sermon to develop the themes for individual worship services and include lay leaders for some specific services. This was done for the service for World Communion Sunday on October 5, 2008.

With our entertainment oriented mentality, there is a tendency to attend worship to see what will happen. It is easy for us to be trapped by the entertainment mentality and the result is viewing the worship leaders as actors, God as prompter, and the congregation as the audience. I think it was this type of attitude that prompted church historian Walter Shurden to make the following observation.

Worship is not the entertainment of people or the recreation of the people.

Worship is not the people at play. Worship is the people of God at work.

Too many want "welfare worship," worship doled out without effort on the part of the worshiper. We prefer passivity to activity at eleven o'clock on Sunday morning. Rather than acting, we want to be acted upon; rather than praying, we want to be prayed or; rather than singing, we want to be sung to.

And where does all this laziness in worship lead? To spectating rather than participating! To watching the clergy perform rather than working with the people to offer up the service of divine worship. And it leads to "jazzing" up the worship hour with contrived conviviality, canned jokes, and inauthentic welcoming speeches.

Ponder what "welfare worship" resists. It resists silence, because silence puts us on our own. It resists "new" hymns, because new hymns force us to learn and think about what we are singing. We prefer singing without thinking. Also, "welfare worship" resists preaching if it is not adorned with religious clichés, words we've heard all our lives. Welfare worship pleads piously for the "old time religion" and "the simple gospel."³

In early September I was asked to travel to North Carolina to share in the memorial service of a former member of a congregation I had served in Maryland. Don McFayden may have been the most loyal choir member any church ever had. He thought the world should stop on Wednesday night so there would be no excuse for any choir member missing choir practice. Don often used the phrase "Ministry of Presence." It was his conviction that even if people were unable to sing because of having been unable to be at enough practices or whatever the cause, they should show up on Sunday morning as a part of "The Ministry of Presence." I think Don's idea applies to all of us as part of Glenview Community Church. Worship is the one thing we do together as a congregation. Other aspects of our ministry call for many of us to be involved in different ministries at the same time. Some are serving through the music ministry, some through children's ministry, and some through some type of hands-on mission and we have to make choices about what our gifts are and how to use them in the ministry of GCC. However, we should never schedule worship so that people have to choose between participating in worship and some other aspect of the church's ministry. Worship is rehearsal. We gather to practice how to be the best human beings in the world. Part of that practice is "The Ministry of Presence" and when we are present it will be most helpful if we keep in mind Kierkegaard's understanding that worship is a drama in which the worship leaders are the prompters, the congregation are the actors, and God is the audience.

Notes

1. William Temple, *Readings in St. John's Gospel*, (London: Macmillan and Company, 1940), p. 68.
 2. D. Macleod, *Word and Sacrament: A Preface to Preaching and Worship*, p. 119 ff.
 3. *The Calendar*, Newsletter of First Baptist Church, Savannah, GA October 26, 1988.
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**Report to the Executive Board
Highlights for October 2008
Rev. Dr. Pam Keckler – Minister for Spiritual Formation**

Worship

- Assisted in worship 1 time
- Led worship for 7th grade and 8th grade confirmands
- Assisted with planning for World Communion Sunday

Small Group Ministry

- Offered 3 Small groups – only one class had sufficient sign ups
- Prepared and led Bible study on The Epistles for 4 weeks

PYF – High School Youth

- Completed annual appraisal and goals with Elizabeth
- Planning for one week workcamp trip – 6/14/09 to Cass Lake Indian Reservation in MN
- Planning for overnight winter retreat – ski trip and water park in January
- Many freshmen still active each week at PYF
- Tower Hill fall retreat went well – talked about relationships – three teens asked their parents to drive them to the retreat later after their sports event.

PYFF (Pilgrim Youth Family Fellowship)

- Planning next event - Advent Vespers in December, with speaker and potluck

678 Club (Middle School) – 6th, 7th, 8th grade

- We have planned 4 events for the program year which include a service project & fun

Confirmation 7th/8th Grades

- Several classes participated in the CROP Hunger walk – collected over \$700
- I now send a weekly email to all parents of updates to keep them informed
- Met with parents of confirmands for our fall meeting – excellent attendance

Women's Fall Retreat

- Marilyn Belleau, Parish Nurse and I planned and led the annual fall retreat at Techny Towers (Maria House) on the topic of "Time". 14 women participated.
- Now working on winter retreat and talking to various potential speakers

GCC Women's Association

- Spoke at Chapter 11 to young moms about what to tell children when they ask questions about God or stories in the Bible
- Working with Barbara Schwarting and WA on a Prayer Shawl Ministry

The Wider Church

- Attended monthly Glenview Clergy meeting – continue to work with clergy updates
- Attended CMA fall meeting in Chicago & participated in a workshop

Other GCC-Related Meetings/Gatherings

- Met with Children's Board and am planning family events involving informal worship
- Completed annual appraisal and goals with Kathy Lifton, Children's Director
- Met with PMRC as well as Howard to discuss my work and personal goals for the year
- Enjoyed dining with members at Covenant Village & answering their questions
- Met with 60 Plus at their Halloween luncheon
- Regular counseling time with parents in need
- Pre-Marriage meetings with couples

Workshops Attended

- Enjoyed a lecture and workshop in Chicago by Marcus Borg and Lauren Winner on September 29-30, sponsored by *The Christian Century*. Marcus spoke on "God's Passion and the Passion of Jesus". Lauren spoke on "Spirituality and the Church in the 21st Century".
- I have signed up for 4 workshops in the area relating to worship this year

A Concern

Because I will be in Colorado Springs during Executive Board meeting, I wish to raise a concern that may be discussed and is not new – that of the security and safety of the building and having someone at the front desk. Property Board has addressed this and will continue to work on it as well as share with Executive Board.

I met with Pageant director, Beth Raebel and our Facility Manager, Keith to discuss set up, etc. for Pageant week, since Keith is new to "Operation Pageant".

One concern that came out of that meeting was the safety and security of the building especially Monday evenings when the high school girls rehearse from 7-10 PM.

I would like to see us pay facility staff the extra time to stay in the building and keep it secure, including keeping the parking lot lights on until everyone is safely in their cars.

Secondly, we need to look again at the role of a person at the front desk on Sunday mornings and part of the evenings on busy nights, and how we might fund this important part time position. We have visitors each Sunday morning who often have questions in the office and our Church School people or music staff who may be in the office end up helping and answering questions. This is not their job. How can we figure this out if no volunteers have come forward from our requests?

I continue to work with Beth, Keith, and Blanche (Property Board) to at least secure some names to contact for Pageant Sunday and pay them out of a pageant or youth fund, if necessary. I urge us to also be creative in figuring out solutions for these important issues in our church at this time, especially those related to the safety of our teen girls.

Personal Comments

I enjoyed attending the baptism of youngest grandchild, Kari Keckler on Oct. 12 and I look forward to spending Halloween week in Colorado with my daughter and her family.

Pam

GLENVIEW COMMUNITY CHURCH
REPORT TO THE EXECUTIVE BOARD
Rev. Sally Iberg, Minister for Mission and Ministry
October 28, 2008

Engage Members

Worship: Worship keeps us connected with God and with each other. It brings us together as a faith community. Worship is the most important thing we do. Since our last meeting, I led worship on 10/12 - "Who Comes to the Feast?"; and I assisted in worship leadership on 10/5 and 10/26.

Weddings: I conducted a wedding in Evanston on 10/11.

Committal/Memorial Service. I conducted a service of committal for Juanita Ramsay on 9/27 at Memorial Park in Skokie followed by a Memorial Service and reception at GCC.

Pastoral Care: maintain contact with various parishioners through visits and phone calls. Continue to coordinate care with Howard, Pam, and Marilyn in our weekly meetings and ongoing communication.

Small Group Ministries: Small groups are going well. During 2008 we have provided 20 small groups, facilitated by 7 different people, attended by 65 different members and friends of GCC. I'm conducting two small groups right now: Reading the Bible Again for the First Time and Saving Jesus from Fundamentalism. Great discussions!

Sabbatical. Lilly Endowment has turned down our request for clergy renewal support. I will meet with the sabbatical group on 11/3 to explore other alternatives. The funding does not affect the sabbatical schedule (May 15, 2009 to August 15, 2009).

Simple Gifts. Enjoyed music of Chicago Early Music Consort on 10/19.

60+. Enjoyed fall conversation with folks at 60+ luncheon and a delightful pear/beet soup.

Extend Missions

Missions Outreach is also the most important thing we do. Missions outreach can be a way of enhancing our love for one another to explore our work with them.

Missions Outreach Board. Met with the board.

Crop Walk. Enjoyed walking in the crop walk on 10/19. Had a delightful time chatting with Nancy Winton, Gretchen Grad, Linda Binaei, Erika Grad, Evan Sawires and her Mom Tracy, Dave Spaulding, Karen Ornduff and Becky Lothian. I'm sure there were others that I was chatting with but that's beyond my memory capacity at this time.

Science and Religion. Provided information regarding Evolution Weekend (Mid-February) to Adult Education and Missions Outreach as well as to others.

Community Renewal Society. Met with Alex Weisendanger and Missions Outreach representatives to discuss prison reform initiatives.

Wider Church. Attended Chicago Metropolitan Association Fall Meeting at Congregational Church of Park Manor in Chicago on 10/18 with Jane Sanderson, one of GCC's lay delegates to the Association. Attended Chicago Metropolitan Association Council meeting on 10/20. Leading a task force to create a third CMA committee focused on support of congregations. Attended installation of David Denoon at First Congregational Church of Evanston on 10/26.

Chicago Theological Seminary. The Seminary will install its 12th President, Rev. Dr. Alice Hunt, on Thursday, October 30 at 3:00 p.m. in Hyde Park. Attended an Advent lectionary workshop with Professor Ken Stone on 9/25.

Glenview Clergy Council. Having missed the October luncheon when assignments for the Thanksgiving Interfaith Service were handed out, I will be the speaker at this fall's service to be held at 7:30 at Our Lady of Perpetual Help, on Wednesday, November 26.

Expand Membership

Membership. Met with chair, Amy Davis.

New Member Orientation. Helped facilitate new member orientation on 10/12

Achieve Financial Stability

Stewardship Board. Working closely with the board as they conclude the 2009 campaign.

GLENVIEW COMMUNITY CHURCH BOARD MINUTES

NAME OF BOARD: Adult Education

MEETING DATE/TIME/PLACE: Tuesday, October 14 / 7:00 p.m./ Founders' Room

MEMBERS PRESENT: Marcy Blackwelder, Nick Bubnovich, Chris Calandra, Ellen Clark, Doug Hively, Sheryl Long, Earl Schultz, Mary Lambert

MEMBERS EXCUSED: Dick Clark, Sally Schreiner

SUMMARY OF MEETING

- 1) Welcome and opening prayer: Ellen Clark
- 2) Mary moved, Doug seconded and the minutes for the September meeting were adopted
- 3) Discussion of Church service time change
- 4) Discussion of scheduling and suggested program ideas

DISCUSSION ITEMS

- 1) The group discussed whether going to a single service would have an effect on adult education programming. The consensus was that it would not. Most felt that any adult ed. Programs should be scheduled before the service if a single service model were adopted.
- 2) Chris provided calendars with existing scheduling for programs indicated. So far attendance has been between 15 and 20.
- 3) We need speakers for November. Sheryl suggested Nancy Bloom from Glenview Youth Services. She also wondered if an expert on Autism might be interesting and will follow up on that idea. Perhaps Marilyn Belleau would have other suggestions.
- 4) In addition to Elizabeth Ciccolini speaking about the current PYF program in December, Chris will see if there are some adults and teens who attended the National Youth Conference who would like to share their experiences.
- 5) Earl said he would provide a program on Ecclesiastes on Feb. 8. Nick will talk about *The Tale of the Grand Inquisitor* from *Brothers Karamozov* February 1 and Allan Ruter will discuss Hamlet, Huck Finn and the Apostle Paul on February 22. "Evolution Weekend" (a project of "The Clergy Letter Project") on February 13-15 might be a time to look at religion and science.
- 6) Bill Taylor from Hand of Peace will speak in March.
- 7) Other ideas without specific dates or topics included: Ellen has contacted Roberta Ruben from the Bookstall and is waiting to hear back. Dick Clark may also have information from Ron Miller about dates. Earle suggested a book review by Debby Burdick and a travelogue by Bill Helmuth. The Mission Board may also have ideas.
- 8) There was a brief discussion about whether there needs to be a class every Sunday. Several Sundays are already blocked off due to holidays or all-church programs.
- 9) Chris reviewed the coffee hour schedule and noted that we still need a vice-chair.

MINUTES SUBMITTED ON: Wednesday, October 15, 2008 by Ellen Clark

NEXT BOARD MEETING SCHEDULED: Tuesday, November 11, 2008 at 7:00 p.m. in the Founders Room

**GLENVIEW COMMUNITY CHURCH BOARD MINUTES
CHILDREN'S BOARD**

MEETING DATE: October 14, 2008
Meeting called to order at 7:05 p.m.

MEMBERS PRESENT: Shane Bill, Shawn Eshoo, Kathy Lifton, Becky Lothian, Joanne Matik, David Spaulding, Jim Yagelski , Betsy Garvey , and Michelle Langenbach

MEMBERS EXCUSED: Clark Bundy, Laura Heyser, Tracey Noe, Beth Ann Solem
MEMBERS ABSENT:

Opening Prayer **Shawn**

Welcome to Sunday School teachers

Chair Report **Becky**

- We welcomed Steve Isaacs, 2nd grade teacher who represented the teachers at the meeting. He mentioned it would be very helpful, if he had another adult in the classroom on Sunday mornings.
- Each class has a liaison assigned to a grade. The attendance sheets were handed out and some of the families who have not showed up recently might be contacted. Also, it was mentioned that each liaison might want to attend the class, they represent. This would help familiarize them with the curriculum and the classroom environment.
- GCC Moderator has requested input from board members on possible switch to one service. Most members of the board felt it would have little impact on our Children's Program.
- The Board also bonded with a Special Activity – "Two Truths and a Lie"

Director's Report **Kathy / Pam**

- It was mentioned the new members that are joining our church have quite a few children. This bodes well for the reputation of the program and our future. One goal that Pam has set is to have an informal service/potluck time that would include parents with their kids. November 30th, maybe a time to do this in the Plymouth Room. This would be helpful for family bonding and development. Also, a Liturgical and Educational Model hand-out was distributed. It explained the six stages for understanding faith development for children.

Project Plan: World Communion Sunday 10/5

- The service was well attended and the 5th and 6th grade students did a fabulous job with worship involvement. Rev. Keckler had a long list of suggestions for possible idea changes for next year service. Please see our chair person, if you need a copy of these suggestions. Just a reminder, kids are served communion during these services.

Upcoming Events/Project Discussion

- Crop Walk – October 19th at 1:30 – GCC is hosting the Crop Walk, which is in its 24th year. We are hoping to raise \$10,000, as 25% will go to the Northfield Food Pantry. Becky will be there to talk to any of the children who are walking. We will have our own table for sign-up.
- Advent Activities, November 30 - Tracey and Jim will head-up the event which is after the service in the Plymouth Room. Jim will make sure the room is reserved.

- Cards for the Poinsettias & Pizza, December 21 – Joanne/Betsy/Michelle will head up the event which will start in the Gym and will extend past the normal Sunday School time. Lunch will be served in the Plymouth Room toward the end of the event.

Meeting adjourned with the Lord's Prayer.

Next meeting, November 11th at 7:00 P.M., Room 201

Respectfully submitted by David Spaulding

Glenview Community Church Board Minutes

Name of Board: Church Properties

DATE: October 7, 2008

Members Present: , Tom Monico, Jeff Noe, Richard Boyer, Steve Sargent, Blanche Hanson, Barry Nelson, Glenn Davis, Kathryn Bettis

Staff: Keith Merritt

Guest: Larry Kemp

OPENING

Chairperson Blanche Hanson opened the meeting at 7:15PM am in the Parlor of the church.

Devotion Kathryn Bettis read from "Still Speaking"

Minutes of the August meeting were discussed. A motion was made to accept the minutes. Motion passed.

Next Meeting of the Board was discussed because of the conflict on Nov. 4th With national election returns. **Alternate meeting date was agreed to Nov. 3rd.**

EXECUTIVE BOARD MEETING REPORT

Single Service survey

B. Hanson asked the board to read the report of ideas regarding whether to change from two services on Sunday to one. A suggestion was made to consider relocating the venue of the early service since the attendance for that service was consistently lower. A straw poll indicated a split opinion on the board.

2009 Budget

The board was asked by B. Hanson to familiarize themselves with the budget report from B. Kappus of the Budget committee prior to her discussion of the upcoming campaign and final budget requests for 2009.

Board Vacancies

Names of persons who might fill vacancies were discussed.

COFFEE - October 19th

K. Bettis and B. Nelson offered their time to assist Blanche at coffee hour.

FACILITY MANAGERS REPORT was given by Keith Merritt.

- The patching work will proceed on the parking lot following approval of the Properties Board. The cost of the work will be \$2,920.00

- September 13th water incursion was reported. Balfour was brought in to minimize damage from water incursion. Insurance adjuster recorded damages with the astute assistance of our facility manager.
- Room 5 and 7 will need carpet replacement and work remains to clean up the elevator pit at the West entrance.
- The board discussed whether the deductible amount of the Church's insurance policy for building damage is appropriate or standard.
- Bell Choir room was discussed in terms of improving the climatic environment for the bells and the bell ringers including lighting and HVAC. There is ongoing discussion between S. Newberry and facility manager.
- Fire Department performed a complete 3 ½ hour inspection of premises with a sliding-scale list of violations and/or recommendations.. Minor items such as outlet cord violations or exit sign light bulbs were given a short 'call back ' time allowance. Smoke detectors or required simplex alarm systems that will bring the building up to date are on a longer follow up timeline. The longest follow up regards an important stage curtain issue that will require best use of funds for a code-compliant long term solution. Discussions at Properties meeting were wide-ranging regarding ideas and their costs. Board will contact J. Wagner of Finance and R, Hevey (and B. Kappus?) for 2009 budget planning for this matter.
- Simple signage has been added to the hallways to aide visitors in navigating the building regarding children's rooms, washrooms, etc.
- Sunday assistance at church office still in need of volunteers. Board recommended that more volunteers might respond if time slot for assistance is not too long. Phone calls may also be more effective way to find help.

PROPERTIES SUBCOMMITTEE ON STORMWATER STUDY

- In response to ongoing storm damage and flooding-related issues the Board has pursued multiple proposals for civil engineering studies. The board recognizes the complexity of the storm water issues that must be resolved on a long term basis and with the assistance of professional engineering and municipal guidance for being a good neighbor in an area susceptible to flooding.
- The Finance board will be notified of the progress that the board makes in their recommendation to the best solution as it relates to parking lot and other overland water drainage issues.

MISCELLANEOUS ITEMS

Response to neighbor letter

The neighbor to our west was very satisfied with the Church's response to snow plowing concerns for the coming winter.

Tree Near Circular Drive

K.Bettis reported that the root system was damaging the driveway and would need to be removed

Nativity Scene

Marilyn Belleau has purchased new nativity scene figures in accordance with donations made to cover the expenses. Then new figures will be carefully stored for continued care and reuse.

PB group photo taken

Meeting Adjourned @9:30 p.m.

Lord's Prayer

Next meeting Mon. Nov. 3rd 7:00 p.m.

Submitted

S. Sargent-secretary

Glenview Community Church Board Minutes

Name of Board: Youth & Confirmation Board

Date: October 12, 2008

Members Present: Christine Foley, Bob Raebel, Emily Davis, Kevin Barron, Chris Clark, John Miller, Cindy Gabuzzi, Brian Grad, Mike Barron, Michele Monteith

Members Excused: Kim Yagelski, Cailey Hinz, Kathleen Butler, Pam Keckler

Staff: Elizabeth Ciccolini

- The meeting was called to order.
- Board member introductions completed.
- The chair reminded the board that we still need a Vice Chair to step forward
- Elizabeth Ciccolini gave the Confirmation Update for Pam Keckler

CONFIRMATION CLASSES

- 90% of parents attended Parents' Meeting at the end of September
- Parents are notified weekly by e-mail of upcoming events
- CROP Walk—Sunday October 19
- Mini-Retreats were well attended
- Four classes of 8th graders (total 38)
- One class of 7th graders (total 20); 7th graders will receive Teen Bibles this Sunday
- All parents of 6-8 graders have received email information on 678 club.
- Confirmation goals given to parents
- Saddle, Service, Supper project planned: Garbage collection and horse riding at the Chain of Lakes.

PYFF (Pilgrim Youth Family Fellowship)

Scheduled for December 14—Advent Vespers. Speaker for parents TBD.

Youth Christmas Tree Sale

- Christmas Trees will be sold in church office and by youth at coffee hour. Orders by November 2. Delivery Saturday November 29. It is the primary and most lucrative fundraiser for the youth.
- Flyers to be sent to previous tree purchasers. Additional notification opportunities: Broadcaster with link to ordering flyer; distribute flyers through Sunday School.
- Drivers and transportation for home tree delivery arranged.
- Pam Maga presented flyer and information on the trees to the Board.

- Elizabeth Discussed the 6-7-8 Club and PYF
678 Club—October 26 Hygiene Kits

PYF

- October 4-5 Retreat at Tower Hill went well—plan to return next year.
 - 10 youth
 - Worship, fun, group activities, nightly sundown bonfire.
- October 12—Progressive Dinner at Butler, Foley, and Clark homes.
- November 16—Eskape outing. Reviewed anticipated activities, budget, and driver needs.
- Sponsor application for adult PYF chaperones—feedback received and continued development
- Twitter—means for sending mass text messages and pictures.
- PYF Singers—Kim Y volunteering to pullout group for rehearsal during PYF.

PYF Trips

- Reviewed the 2 trips—Winter ski trip and Summer work camp
 - Possible locations/budgets/housing/transportation/chaperone needs
 - Discussion about Summer trip incorporating or alternating with adventure activity. The value of work camp was discussed; tentative decision for to continue focus on annual summer work camp and focus other seasonal trip on adventure.

- The Board reviewed the schedule and task ownership for the next two months.
- Christine presented an update on the Executive Board.
- Reviewed the Budget—Feedback regarding 2009 preliminary budget.
- Closed the meeting

Next Meeting: November 9, 2008 following the 10:30 service in the Youth Room.

GLENVIEW COMMUNITY CHURCH
FELLOWSHIP BOARD MINUTES

NAME OF BOARD: Fellowship Board

MEETING DATE/TIME/PLACE: Sunday October 12, 2008/9:30 a.m. Founder's Room

MEMBERS PRESENT: Bud Kinzalow, Paul DesJardins, Ann Grant, Susan Johns, Diane Christiansen.

MEMBERS EXCUSED: Steve Krueger, Melinda Krueger, Karin Kinzalow.

The meeting was called to order by Bud Kinzalow at 9:30 a.m.

SUMMARY OF MEETING:

1. The board attempted to appoint a new secretary; no one was able to volunteer to do it full time, so it will be rotated among the members. Bud will take notes in November, Peter will take notes in December.
2. Doughnut duty – Peter Stettler brought the donut pick-up assignment sheet. Peter's term on the board is up at the end of this season so we will need a replacement as Donut Captain. Doughnut purchasing duty was assigned as follows:
 - a. November – Susan
 - b. December – Karin & Bud
 - c. January – Ann
 - d. February – Diane
 - e. March – Diane
3. We discussed the impact of changing from two services to one service:
 - a. This would not have an impact on what our board does or how it works. The only exception being we would need to buy fewer doughnut holes.
 - b. Many things are now scheduled between services because there is time, which is convenient.
 - c. If the one service was too early, it could keep people from coming to church. Not everyone gets up early on Sundays.
 - d. If the single service was any later, some people wouldn't attend that service since it would end later and impact their plans for the day.
 - e. The board wanted to know why this was being asked, or brought up at this time.
 - f. The board said that the congregation should really vote on this.
4. Charitable organizations having access to the mailing list - the resounding opinion was NO, even if there was an "opt out" policy. Board members didn't feel it was fair to put the burden on the congregation to decide after the list was already given to the organization.
5. Linda Binai took the board's picture.

Minutes respectfully submitted by Bud Kinzalow.

GLENVIEW COMMUNITY CHURCH FINANCE BOARD MINUTES

October 13, 2008 at 7:00PM in the Founders Room

Members Present: Scott Barnes, Janet Berkenstock, John Demler, Jane Hund,
Bob Kappus, Cricket Kelly, Laura Olson, Jeff Wagner, Scott Williams.
Also Present: Treasurer Rob Hevey,
Dick Gottfred – Representing William Blair & Company
Scott Occus – William Blair & Company

SUMMARY OF MEETING

Meeting Opened: at 7:00 PM after the opening prayer led by Scott Williams.

Investment Committee – The meeting opened with a presentation from William Blair & Company, who was previously selected to manage the investments of GCC. Dick Gottfred presented an overview of the current status of the U.S. and World markets. Scott Occus explained the research and review process which is used by William Blair to analyze fund managers. William Blair recommended a new portfolio allocation and also new funds in which to invest. Of the assets at William Blair that are currently in cash, William Blair recommended moving 20% of this cash into the recommended portfolio.

The Finance board discussed the requirement for the investments to generate income. Income from investments is a line item in the budget. The Finance Board took a note to discuss the amount of income required from the investments during the 2009 budgeting process. Until the Finance Board makes a recommendation regarding income generation, the board thought it would be more prudent to move 10% of the current cash into the new portfolio, rather than the William Blair recommended 20%.

Motion: a motion was made to:

- Approve William Blair as a custodian of the accounts held by William Blair.
- Move the current investments to the new investments recommended by William Blair. It was noted and accepted that some of the funds recommended by William Blair may have a Morningstar rating less than three stars.
- Move 10% of the assets at William Blair that are currently in cash into the recommended portfolio.

The motion was approved.

Review of September Minutes: Minutes were approved.

Treasurer's Report: Rob Hevey, GCC Treasurer, reported that Total Contributions were unfavorable by \$73 thousand. Current Pledge Contributions are unfavorable by \$77 thousand and Non-Pledge Contributions are unfavorable by \$7 thousand, but Pledge Overage Contributions are favorable by \$11 thousand. Overall, expenses are slightly favorable to budget. Expenditures in Church Property and in G&A remain over budget.

The Finance Board discussed the process and controls that should be in place when the Treasurer needs to transfer funds from the Merrill Lynch money market into the Glenview State Bank checking account. Rob Hevey explained that the Treasurer and the Senior Minister are the only individuals who can initiate a transfer and that the checking account is the only place where the money can be transferred. The Finance Board recommended that the Treasurer or Senior

Minister notify the Finance Board Chairman and the chair of the Investment Sub-Committee when initiating a transfer to the checking account.

The motion to accept the Treasurer's Report was approved.

OTHER DISCUSSION

Number of Services

The Finance Board discussed the topic of having a single Sunday service rather than two services. It was noted that the committee investigating this topic did not anticipate any direct cost savings by moving to once service. The majority of the Finance Board recommended maintaining two services.

Request to Repair Potholes

The board discussed a request from the Properties Board to spend \$2,920 to repair potholes in the parking lot.

Motion: A motion was made to utilize \$2,920 from the Capital Reserve to repair the potholes. The motion was approved.

COMMITTEE REPORTS:

Budget Committee – The board discussed the hiring of a new Business Manager and the impact of a higher salary on the 2008 and 2009 budget.

The Budget Committee will soon create the 2009 preliminary budget for discussion at the Finance Board meeting. The Budget Committee had invited the Board Chairs to meet with the Budget Committee on a previous evening in order to discuss their requirements. The Board Chairs decided not to meet face-to-face and felt comfortable communicating their requirements by phone and email.

Insurance Committee – Rob Hevey will send the new insurance information to Bob Kappus so that it can be used for 2009 budgeting.

Stewardship Committee – Jeff Wagner reported that the Stewardship Committee had plans to complete the campaign earlier than years past.

Motion: A motion was made that the Finance Board give a recommendation that church members in a leadership role should turn in their pledge in order to set a positive example. The motion was approved.

Leadership Committee – Jeff Wagner noted that the search for a Vice-Chairman of the Finance Board still continues.

Audit/PMRC Committee – Jane Hund noted that the primary focus of the Committee has been the hiring of a new Business Manager.

GCCNS Committee – Scott Williams will contact GCCNS and invite their team to review their budget at the November Finance Board meeting.

OLD BUSINESS: None

NEW BUSINESS:

Church Bulletin

The board reviewed a Sunday Bulletin from St. Johns UCC Church in Chicago. The bulletin contained a financial snapshot of the current financials. The Finance Board felt that this was a good method to keep general members informed of the current finances of the Church.

Motion: A motion was made to include a financial snapshot in the Sunday Church Bulletin once a month. The motion was approved.

Review Trustee of the Day Commitments: The Trustee of the Day Schedule was reviewed. The upcoming dates and assigned coverage are as follows:

Oct 19: Scott Barnes
Oct 26: Laura Olson
Nov 2: Jane Hund
Nov 9: John Demler
Nov 16: Janet Berkenstock

Finance Board Picture: A picture of the Finance Board will be taken next meeting.

November 10th minutes and opening prayer: Janet Berkenstock

The meeting ended at 9:30 PM with the saying of the Lord's Prayer.

Submitted by Scott Williams

GLENVIEW COMMUNITY CHURCH BOARD MINUTES

E-Mail to – gccucc@gccucc.org

NAME OF BOARD: Membership Board

MEETING DATE/TIME/PLACE: 10/12/08. Upper Room at 9:30 am

MEMBERS PRESENT: Amy Davis, Barb Lothian, Meg Macfadden, David Selby, Tammy Lundal, and Brian Wegley

MEMBERS EXCUSED: Fran Oldham, Jim Shellard, Sandie DesJardins, John Clonts, and Per Hanson

AD HOC / STAFF / GUESTS PRESENT: Linda Binaei – Director of Member Engagement

SUMMARY OF MEETING: (additional space on back available if needed)

Board Business:

- Minutes for September were approved. Correction made - Per Hanson was excused. Sorry Per!

Director's Report:

- October's New Member Sunday has 12 adults in the class of which one couple is expecting a baby any day. These new members bring along with them 15 new kids (newborn – 8 years)

Old Business:

- Photo Directory: Amy and John have been handing out directories during the coffee hours. We need others to step up and help for future Sundays.
- John sent Fran Oldham information needed for the Christmas cards.
- Advent Email Committee: Still looking for a "Master Blaster." It was suggested that maybe some of our youth would be interested. Amy will check with teens through our many resources. i.e. Confirmands & PYF
- Neighbor to Neighbor Update: There will be a sheet listing geographic groupings of church members to insert into the church photo directory.
- Mentor Program Update: Linda suggested looking for new mentors a couple of months before each membership class through an article in the Broadcaster.

New Business:

- Executive Board Update – One Service Proposition: Amy reported that the Executive Board was looking for feedback from the boards on whether or not to switch to one service. Of the members that were present at this meeting, comments were in favor of moving to one service – waiting to hear more. We are all open to hearing the pros and cons presented by other boards.

- Upcoming Coffee hour dates are December 21st and March 22nd. David offered to host the 8:30 and Tammy and Barb offered to host the 10:30 on December 21st. The March date has not been filled.
- New Members Orientation is scheduled today from 3-5:30. Amy Davis volunteered to attend. We thought it might be beneficial to find out how the new member families choose GCC. This would be good information for future efforts to recruit new members.
- We agreed to hold our meetings on the 2nd Sunday of the month at 9:30 in the parlor unless indicated differently. Please mark your calendars and plan on attending.
- Amy challenged the board to invite a friend to church before our next meeting.

Meeting adjourned at 10:20 with the Lords Prayer.

NEXT BOARD MEETING SCHEDULED FOR:

(date): 11/9/08 (time) 9:30 am (room): Parlor

Minutes Submitted On: (date) 10/13/08 (by) Barb Lothian & Meg Macfadden

GLENVIEW COMMUNITY CHURCH
Minutes of Meeting of October 14, 2008

Present: Cindy Dailey (chairperson), Diane Carricua, Nan Conser, Kelly Golding, Tom Lutz, Nancy Mullarkey, Donna Peterson, Bill Ryan, Tracy Sawires, Nancy Winton.
Excused: Cathy Shapiro, Mark Lefens, Linda Crowder **Staff:** Sally Iberg, Linda Binaei

The opening devotional was provided by Kelly Golding.

New Business

1. Converting to a single-worship-service Sunday was discussed. Depending on what supplemental program might be effectuated, remarks were generally favorable.
2. The board unanimously rejected decreasing the Mission Outreach Board budget by 10%, but would welcome an additional 10%.
3. November 2, 2008, will be Special Food Collection Sunday. Paper bags will be distributed on October 26, 2008. Nancy Winton, Linda Crowder, Nancy Mullarkey, and Tracy Sawires volunteered for this project.
4. The Missions Outreach Tree Collection will begin in December.
5. The trip to the Greater Food Depository will be on December 13, 2008, leaving GCC about 12:30 PM.
6. On October 19, 2008, the Crop Walk will be held. Donna Peterson, Nancy Mullarkey, and Tracy Sawires volunteered, with others, to work the walk outside the West entrance.

Updated Business

1. Tracy Sawires reported that the family sponsored by the Interfaith Refugee Immigration Ministry arrived and is acclimating.
2. Cindy Dailey reported that the Biloxi trip will cost between \$600 and \$700; volunteers leave February 22 and return on February 28, 2009.
3. Community Renewal will present the Mission Moment on October 19, 2008
4. Pew Brochures were discussed. The consensus was that the initial price tag for this project was high.
5. Mark Lefens and Tom Lutz volunteered to work on the Advent volunteer flyers for distribution during the period November 30 to December 25, 2008.

The meeting closed with the Lord's Prayer, after which members congratulated Bill Ryan and his wife on the birth of Wilson Ryan, 8 lbs. 12 oz.

The next meeting is scheduled for Tuesday, November 11, 2008.

GLENVIEW COMMUNITY CHURCH BOARD MINUTES

NAME OF BOARD: Music

MEETING TIME AND PLACE: Wednesday, October 8, 2008 at 7 p.m. in Rm. 210

ATTENDANCE: Sue Newberry, Char Melzer, Mickey Safstrom, Maggie Bemm, Gary Berkenstock, Andy Lewis, Debbie Shellard, Jennifer Burrowes, Peggy Roberts, and Dick Conser. Excused: Ray Scott and Gary Wendt.

The meeting was called to order at 7:10 p.m. by Sue Newberry, Board Chairperson. After a prayer we participated in a brief activity around the theme of fears. Following that, Moderator Tom Amos was given the floor. He responded to our communication to the executive board regarding music outreach.

- 1) If our Simple Gifts concerts do not bring in enough free will offering to make them self-supporting, we are not required to continue them.
- 2) Music outreach could take the form of taking our choir to other churches for a normally scheduled service.
- 3) Pulpit exchanges between Glenview churches 2 or 3 times a year could also provide outreach.

None of these suggestions are intended as proselytizing, but merely sharing. The Moderator thanked us for our input regarding the possibility of going to one Sunday morning service. He then took pictures of The Board for display on the "Boardwalk."

Following The Moderator's input, the minutes of the Sept. 10 meeting were approved as read. The finance report was explained and accepted.

Executive Board Recap – The Executive Board report was reviewed by The Board.

Staff Reports:

Andy Lewis

- 1) Pam Riedy has suggested that in the fall of 2009 we hold a choir festival that would include choirs from all the local churches plus a guest conductor. It would probably be a day-long event that would include a catered meal.
- 2) Andy spent some time speaking with the gentleman from the Good News Community Kitchen who presented our Mission Moment a few weeks ago. Andy suggested that the choir provide a concert that would benefit GNCK and would raise awareness of homelessness and hunger.
- 3) Andy is also suggesting that the choir major work be presented in the afternoon of All Saints Day Sunday. That is the day we usually commemorate those who have passed away during the preceding year.

Debbie Shellard – Debbie called to The Board's attention the fact that there are too few microphones owned by GCC for the events for which they are used such

as last Sunday's worship service planned and presented by the 5th and 6th graders and in which both the children's choirs presented the music. There are only two hand-held microphones. When Debbie has presented the spring musicals she has had to borrow microphones from Glenbrook South High School. She has been in contact with Barry Nelson and her needs and concerns will be put on the agenda for our meeting in November. By then she will have a recommendation as to exactly what needs to be purchased, how many, and the cost for doing so.

Gary Wendt – Though Gary was unable to attend, a brief report was presented by Sue Newberry and Andy Lewis.

- 1) The Czech Girls Choir will be in Glenview Nov. 4 and 5. Susan Mann has agreed to find hosts for them for the two nights. The choir requires an honorarium of \$1500. A light snack will be provided for the choir members the afternoon of Nov. 5, and there will be a dinner for them at 8:30 p.m. on Nov. 5 in the Mayflower Room.
- 2) The Simple Gifts concert on Oct. 5, 2008 was attended by 43 people. The free will offering collected was \$229.

Old Business

Budget Proposal for 2009 – Sue Newberry, Chairperson, went through the budget items pertaining to The Board and explained any changes and the reasons for them. The Budget was discussed but final action on it was postponed until our November meeting. Gary Berkenstock submitted some proposals to The Board relating to its budget for the coming year. Two of them were read aloud to The Board:

Bell Choir Room - Sue Newberry has been working with Keith on the heating problem. A damper has been letting cold air in and needs repair. A retrofit of the old lighting would cost about \$650. To solve the poor lighting situation it is recommended that new lights be purchased at a cost of \$743.60. Air conditioning for the room is tied to the Chapel. It might not be necessary since the Bell Choir does not rehearse during the summer. The bells themselves could be stored in the balcony above the transept so that they would be in an air conditioned space.

There was an inspection by the Glenview Fire Dept. The curtains on the stage in the Mayflower Room do not meet the fire code. One set of curtains would have to be fire proofed (\$5000) and done again in 3 years. The other two sets of curtains need to be removed. To replace the stage curtains would cost \$8500. Keith has suggested that the curtains be removed and that movable privacy screens be purchased in their place.

2009 Organ Birthday Party – Gary Wendt is working on this. The event will be a concert featuring the organ at its fullest potential and possibly an orchestra.

Board Housekeeping matters included passing sign-up sheets for Board jobs and for helping with Board events such as the Simple Gifts concerts.

The meeting was adjourned with the Lord's Prayer at 8:40 p.m.

NEXT MEETING: Wednesday, November 12, 2009 at 7 p.m. in Room 210.

MINUTES SUBMITTED: Friday, October 10, 2008 by Mickey Safstrom

BOARD CALENDAR

Oct. 21 or 28	Tuesday	Executive Board	7 p.m.
November 12	Wednesday	Music Board	7 p.m.
November 25	Tuesday	Executive Board	7 p.m.

GLENVIEW COMMUNITY CHURCH BOARD MINUTES

E-Mail to – gccucc@gccucc.org

DUE: 9:00 a.m. Wednesday before the next Executive Board Meeting

NAME OF BOARD: Pastoral Care Board

MEETING DATE/TIME/PLACE: October 14, 2008 7 p.m. in Room 210 at GCC

MEMBERS PRESENT: Mary Lou Aagaard, Val Anderson, Kara Clark, Marilyn Belleau, Mary Buchanan, Toni Cucco, Barbara Gundrum, Sally Hicks, Carolyn Keller, Betsy Martin, Barbara Pollak, Jane Sanderson, and Jackie Seter.

MEMBERS EXCUSED: Diane Damico

MEMBERS ABSENT: None

DEVOTIONS: Mary Buchanan shared an excerpt from *The Cup of Our Life* by Joyce Rupp.

SUMMARY OF MEETING:

Old Business:

Long Range Plan: Kara Clark reviewed the elements of the Long Range plan. She pointed out that two elements engaging members and extending missions had a particular relationship to the work of the Pastoral Care Board. She asked the Board members to share any thoughts they may have about the Long Range Plan's application to the Board.

PCB Vice Chair: Kara reminded the Board that the position of vice chair is still vacant. Kara stated that it is important to fill this position because the vice chair serves on the Leadership Committee and the PCB should be represented. Currently Kara is sitting in on Leadership Committee meetings until a vice chair is named.

Memorial Receptions: Carolyn Keller reported on three receptions held in September commenting that it was especially helpful to have the Boy Scouts' assistance on September 13 when a "lesser flood" created a need for a speedy clean-up to get the Mayflower Room ready for the two Memorial Receptions held that day. The reception on September 27 started later than expected because the service was longer than usual. Carolyn said that a minimum of three persons is needed to help at each Memorial Reception.

Blood Drive: Sally Hicks reported that the Blood Drive held on September 21 was successful. Thirty people signed up to donate blood and there were a few walk-ins. Life Source was pleased with the turn-out. In order to enlist more donors, Sally suggested having the Drive a little later in the year.

Flu Shots: Sally Hicks said that 158 flu shots were given on October 3. This service to church members and the community is appreciated. The nurses who administered the shots were pleased with the arrangements and reported that they like coming to GCC.

We Care: Jane Sanderson and Barbara Pollak advised that they have a couple of requests for meals. They expect to be able to meet these needs.

Coffee Hours: PCB has been asked to serve coffee on three Sundays: November 30, March 8, and June 1. Kara circulated a sign-up sheet asking members to indicate their preferences for a date and time.

New Business:

Sixty+Luncheon: Mary Buchanan reported that the first 60+ luncheon will take place on October 21 because the first luncheon scheduled for September 16 was cancelled due to the fact that water from the flooding remained on the lower level. Carolyn Keller, Sally Hicks, and Mary Ellen Johnson will assist Mary with this luncheon that will have a Halloween theme. Mary reviewed the schedule for the event.

All Church Memorial Service: This year's service will be held on Sunday, November 2. Marilyn Belleau and Kara described the service and asked for volunteers to assist with the service and the reception following the service. The Board was asked to provide cookies for the reception. Toni Cucco, Barbara Pollak, Sally Hicks, Betsy Martin, and Carolyn Keller volunteered.

Memorial Reception: A reception is scheduled for Saturday, October 18 at 2 p.m. following a memorial services for Ferd Fender. Carolyn Keller, Toni Cucco and Mary-Lou Aagaard volunteered to assist at the reception. Others offered to provide the cookies.

Committee Reports:

Executive Board: Jane Sanderson reported on the September 17th Executive Board meeting. Among the highlights mentioned were: the relocation of the Village Treasure House to 1460 Paddock Dr., income is expected to be below last year, pledge campaign is on-going, refugee family sponsored by GCC has moved in, the deadline for input re number of services is approaching, due to Char Lillquist's retirement there has been a review of the job and an expansion of the duties is expected, the Simple Gifts concerts have not been well-attended, the congregation will vote on the new bylaws at the mid-winter meeting and copies of the old and new constitutions are available in the office. The Executive Board was advised that PCB does not see that a change to a single service will have a significant impact on its work.

Women's Retreat: Marilyn Belleau reported that the Retreat held Oct. 10 and 11 went well. The winter retreat will be held sometime in January. Marilyn also reported that the church has bought a new crèche, with life size figures, that will be used this year. The purchase was made with funds from a memorial gift.

Following the Lord's Prayer the meeting was adjourned.

Next Board Meeting Scheduled For: Tuesday, November 11, 2008 7:00 p.m. in Room 210, GCC
Devotions: Mary-Lou Aagaard

Minutes submitted on: October 22, 2008 by Mary-Lou Aagaard

GLENVIEW COMMUNITY CHURCH BOARD MINUTES

Mail to – jane.payne@gccucc.org

NAME OF BOARD: Services & Sacraments

MEETING DATE/TIME/PLACE: Tuesday, September 9, 2008 at 7:00 p.m. at
Glenview Community Church Youth Room

MEMBERS PRESENT: Pam Asplund, Mike Davis, Gayle Jones, Carolyn Brown, Dori Hirsch.

MEMBERS EXCUSED: Steve Distler, Jeff Lundal, Colleen McKimm, Kathy Tomita, Carlton Olson, Carol Young

AD HOC MEMBERS PRESENT: Steve Lindell & Bob Richter

OTHERS: Howard Roberts, Tom Amos

Opening Prayer

Introductions

MINUTES of the June 10, 2008 meeting were approved as received.

New Business:

Howard in response to the question “What the role of our board is for the church?” answered that Services and Sacraments help with the worship service particularly communion. Additionally, it is our role to give Howard feedback on sermons from church members or ourselves. We need to give Howard feedback every month.

Kathy Tomita has agreed to be the liaison to the Paraments committee.

We need someone to call for communion servers for the 8:30 service
Carolyn Brown committed to calling for communion servers for the 10:30 service.

Pam Asplund will prepare communion and juice for services, Dori Hirsch will be back up. Carlton Olson will prepare the pita for services; Mike Davis will be back up.

Servers that participate in the 10:30 services must help clean up afterwards.

Pam Asplund is exploring using different “bread examples” from all over the world on World Communion Sunday.

September 21 is our coffee hour. Pam and Gayle will cover the 8:30 service, Carlton and Colleen will cover the 10:30 service. Please check the coffee hour instructions for information. Coffee hour is being held in the Narthex while basement is recovering from rain. Next coffee hour is December 28th and March 29th.

Carolyn will put a request for communion servers, lectors and ushers in the Broadcaster.
GLENVIEW COMMUNITY CHURCH BOARD MINUTES

Mail to – jane.payne@gccucc.org

Page 2

NAME OF BOARD: Services & Sacraments

Don't forget to sign up for the Blood Drive September 21st if you are eligible to donate blood. Please promote this event.

Old Business:

After a closing prayer the meeting was adjourned at 8:05 pm.

Respectfully submitted,

Carolyn Brown

NEXT BOARD MEETING SCHEDULED FOR:

Date: **Tuesday, October 14, 2008 at 7:00 pm** in the Youth Room.

GLENVIEW COMMUNITY CHURCH – BOARD MINUTES

BOARD NAME: STEWARDSHIP

MEETING DATE: October 08, 2008

MEMBERS PRESENT: Peter Grant, Lloyd Bettis, Larry Chandler, Lori Eshoo, Mary Ellen Johnson, Glenn Kelly, Mike Loeber, Scott Smith

MEMBERS EXCUSED: Beth Brady, Colin Kelly, Karen Patterson O'Brien, Sally Iberg, Sally Thuresson

GUESTS: Hannah and Kylie Eshoo accompanied by Rice Krispie Treats

SUMMARY OF MEETING:

The Board reassembled in Room 7 to continue this year's mission:

- Opening prayer by Peter Grant.
- THE 2009 STEWARDSHIP CAMPAIGN IS STILL ONGOING!!!
- Peter Grant, after observing that it must be Women's Night Out, detailed Executive Board proceedings including the Neighbor-to-Neighbor program, also endorsed by Larry Chandler.
- Campaign efforts, including an all-Church mailing, 2 email blasts, Stewardship Board testimonials, displays throughout the Church, Broadcaster articles, an Adult Ed seminar and personal appeals have resulted to date in commitments totaling approximately 45% vs last year's final numbers. A number of these commitments have been received through the newly established online website.
- Preparations were made for an additional email/ mailing as the campaign deadline nears. Any other mass approach will be coordinated with Tom Amos' communication to the congregation.
- Board members were advised to start limbering up their phone dialing fingers.
- Be on the lookout for more Campaign Posters appearing at a GCC entrance near you!
- Extended discussion as to the merits of vacation cruises, whether in the Caribbean, the Mediterranean, the Gulf of Alaska or on a river in France.
- Most all Board members, not wanting to see the conviviality of the evening come to an end, volunteered to stay and stuff envelopes.
- adjourned with the Lord's Prayer.

NEXT BOARD MEETING SCHEDULED FOR: Wednesday, November 12, 2008 at 7:00 p.m.
Location: Room 07
Opening prayer: Sally Iberg

Minutes submitted on: October 12, 2008 by Scott Smith

GLENVIEW COMMUNITY CHURCH BOARD MINUTES

Woman's Association

October 21, 2008

MEMBERS PRESENT: 16
MEMBERS EXCUSED: 1
MEMBERS ABSENT: 3

SUMMARY OF MEETING:

President Barbara Schwarting opened the meeting with a prayer entitled "For Liberation from Materialism," which is one of the Prayers of Peter Marshall, the former chaplain of the Senate. His book is available in the GCC library. The Women's Association is off to a great beginning. We have already had our first program, which was dessert and Barbara Rinella's book review, presented by Chapter 19. Our next event will be the Drive Through Barbeque on December 5th which is sponsored by Chapter 11. Barbara read a thank you note from Dr. Roberts for our gift to the Memorial Fund in memory of his mother, and showed pictures from the Night Ministry of the paver we purchased in memory of Eileen Mueller.

Treasurer Joan Striebel reported that we are in a good financial position to continue our outreach ministry. The Auditor found our financial records to be correct.

The Resale Shop has begun another successful season-sales are up \$2,000 from last year at this point. They had a pick-up of items which resulted in several carloads of things, so they will repeat this again later in the year. Its reusable bags have been selling in record numbers as Halloween approaches. The Resale Shop has been contacted by Tom Amos concerning a possible donation to a family of four who suffered a big loss from the flood. Board members recommended that the family be given a \$500 voucher for use at the shop.

The Women's Association has received an additional \$10,000 from the Resale Shop's profits from last year. Board members voted unanimously that it should be given to Social Service Committee to be included in this year's grants.

After much further discussion, the Board voted not to fund the renovations to the first floor women's bathroom that were proposed last month. Members expressed the sentiment that as we have already spent \$8,000, in the current economy there are greater needs for the money. The FEDS Committee was directed to investigate the cost of painting and wallpapering both the first floor and basement women's bathrooms and replacing the light fixture in the first floor bathroom, and we will discuss that further at our next meeting. After discussion among the chapters, the Board also voted not to place changing tables in the bathrooms. Instead, we need signs informing parents that there is a changing table available for this purpose in the toddler room.

Several chapters expressed interest in participating in the Prayer Shawl Ministry project discussed at the last meeting. [See www.shawlministry.com for further information.] Barbara prepared an article for the Broadcaster and there will be a poster other church members and friends of GCC to participate as well. There will be a "blessing of the workers/shawls" ceremony at the church on Tuesday, November 11th at 10:30, after which participants will make their shawls on their own. We would like for this to be an on-going project, with the first batch to be ready in February.

The Board voted to fund the cost of five inserts into the sign by the west driveway to show the times of church services [school year, summer, pageant, Christmas Eve and Easter].

The Village Treasure House is moving this week, and will be open for business at its new location [1460 Paddock Drive] on Tuesday, October 28th.

The schedule for Meals on Wheels has been completed.

We still need a representative to Christian Women United.

Women's Association members will contact Marilyn Belleau if they would like to help the Pastoral Care Board make cookies for memorial services.

Barbara will report to the Executive Board that discussion showed that Board members have mixed feelings as to whether there should be one or two services on Sunday.

Chapters reported on their recent activities and their upcoming meetings. They have been busy this fall with activities that include a tour of the Night Ministry, a visit to the Tyner Interpretive Center in the Glen, making blankets for the Pine Ridge Indian Reservation and for Project Linus, a bake sale at the Farmer's Market, preparing toiletry kits for San Lucas, which will be distributed at Thanksgiving, and a class at the Viking Cooking School. Several chapters expressed interest in preparing meals for the Good News kitchen, which we discussed at the last meeting.

Meeting adjourned at 9:25 p.m. with the Lord's Prayer.

Respectfully submitted on October 22, 2008 by Kathryn Hall

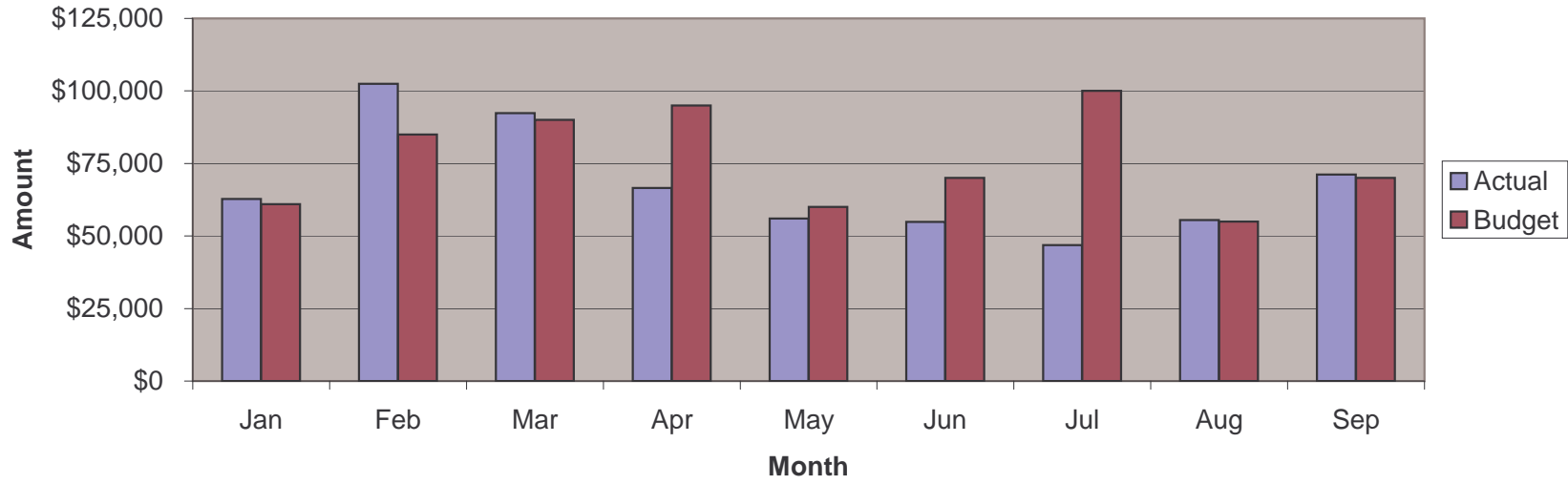
Next meeting: Tuesday, October 21st at 7 p.m. in the Parlor - please note time change.

**Glenview Community Church
YTD Revenue Expense Summary**

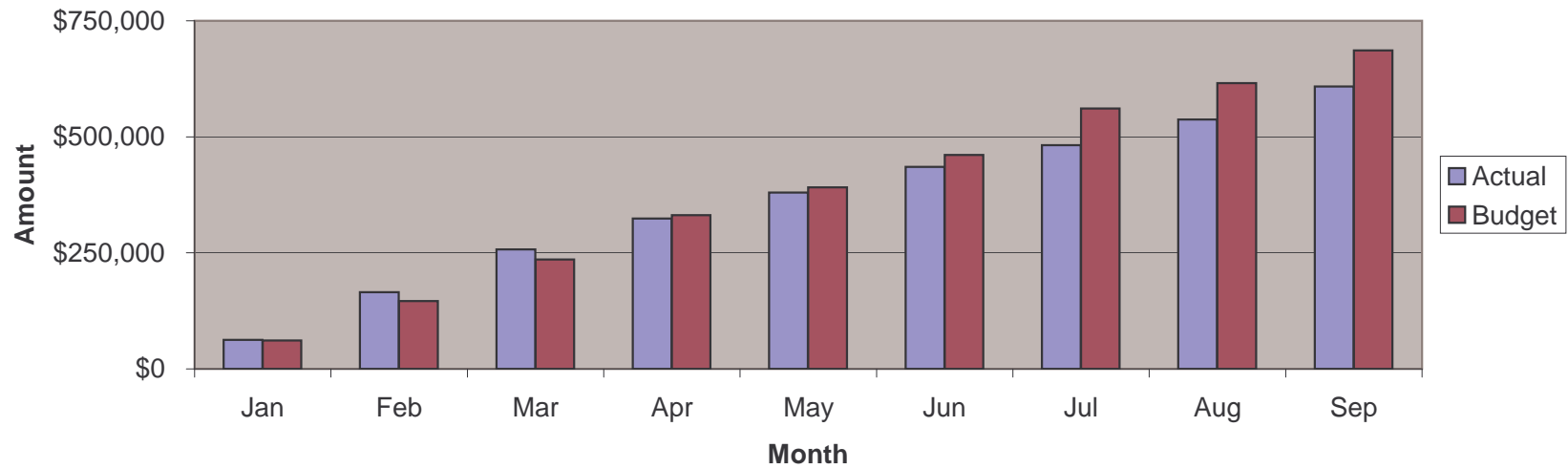
		YTD	YTD	YTD	Notes
	Sep-08	Actual	Budget	Over/(Under)	General Note: Most revenue accounts and certain expenses have been seasonally adjusted.
				Budget	
Revenues					
Contributions	81,624.79	676,147.74	750,000.00	(73,852.26)	Primarily Current \$77,000 U, Non-pledge \$7,000 U, Overage \$11,000 F
Loose Offerings	496.00	5,843.09	7,140.00	(1,296.91)	
Women's Assoc	-	8,000.00	8,000.00	-	
Fees & Nursery School	3,818.11	24,908.36	21,360.00	3,548.36	Primarily Building Fees - \$2,700 F
Interest	387.52	5,838.05	9,000.00	(3,161.95)	
Housing Trust	-	12,500.00	18,750.00	(6,250.00)	
Endowment I	-	2,125.00	4,875.00	(2,750.00)	
Endowment II	1,412.35	9,404.34	10,500.00	(1,095.66)	
Mission Offering	-	11,610.43	12,000.00	(389.57)	
Music Transfer	-	-	-	-	
Total Revenues	<u>87,738.77</u>	<u>756,377.01</u>	<u>841,625.00</u>	<u>(85,247.99)</u>	
Expenses					
Pastoral	29,724.87	266,078.16	269,516.97	(3,438.81)	Primarily Insurance - \$3,000 F
Missions	7,740.25	81,517.68	81,662.25	(144.57)	
Children's Ministry	4,553.66	26,053.31	26,842.97	(789.66)	
Confirmation & Youth	4,186.10	24,779.15	24,299.00	480.15	
Pastoral Care	4,244.44	38,720.56	38,739.78	(19.22)	
Membership	2,631.30	23,308.97	24,704.28	(1,395.31)	
Adult Education	-	1,113.25	1,665.00	(551.75)	
Services & Sacraments	-	283.25	367.47	(84.22)	
Fellowship	-	622.01	517.50	104.51	
Music	7,310.20	58,115.35	63,721.53	(5,606.18)	Primarily Salaries \$1,800 F, Instrumentalists \$2,100 F
Stewardship	555.18	572.18	1,833.75	(1,261.57)	
General & Administrative	40,871.07	181,400.85	172,531.66	8,869.19	Maintenance - \$2,100 U, Communication - \$2,000 U, Insurance - \$1,800 U, Misc. - \$3,100 U
Church Property	26,573.15	209,583.28	196,324.44	13,258.84	Primarily Salaries - \$3,800 U, Maint. - \$8,400 U, Utilities - \$1,300 U
Pageant	-	-	-	-	
Capital Reserve	1,614.50	14,530.50	14,530.50	-	
Long Range Plan Funds	-	-	-	-	
Total Expenses	<u>130,004.72</u>	<u>926,678.50</u>	<u>917,257.10</u>	<u>9,421.40</u>	
Net	<u>(42,265.95)</u>	<u>(170,301.49)</u>	<u>(75,632.10)</u>	<u>(94,669.39)</u>	
General Fund	(140,438.73)				
Capital Reserve	232,597.33				

F : Favorable to Budget; U : Unfavorable to Budget

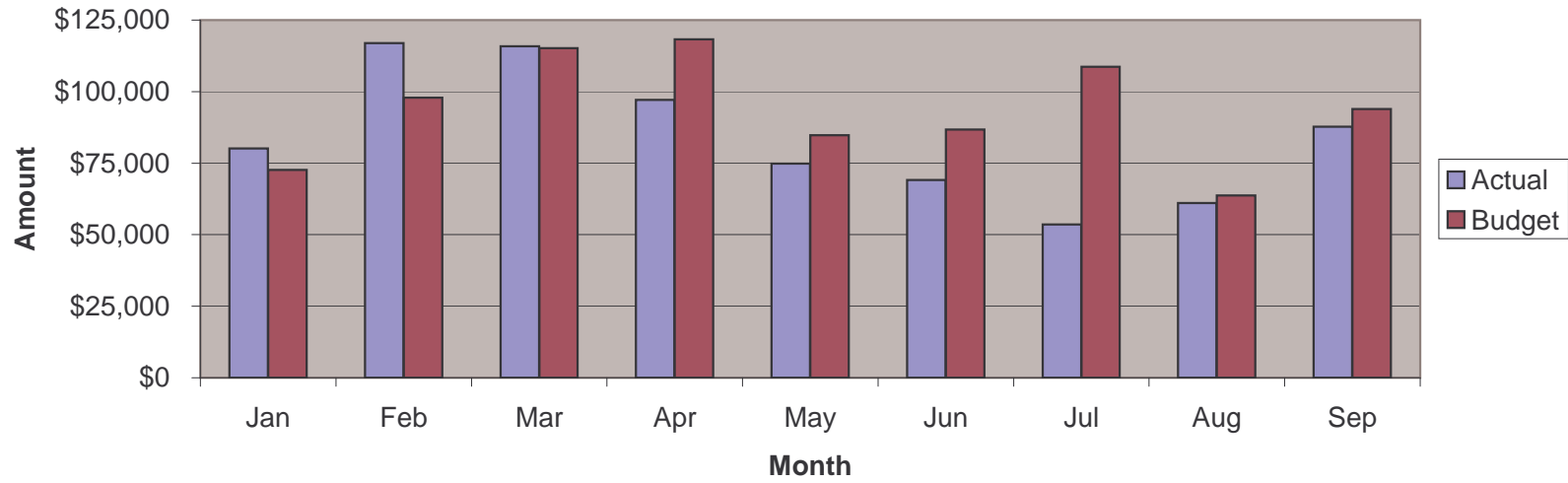
Monthly Pledges - Actual vs. Budget



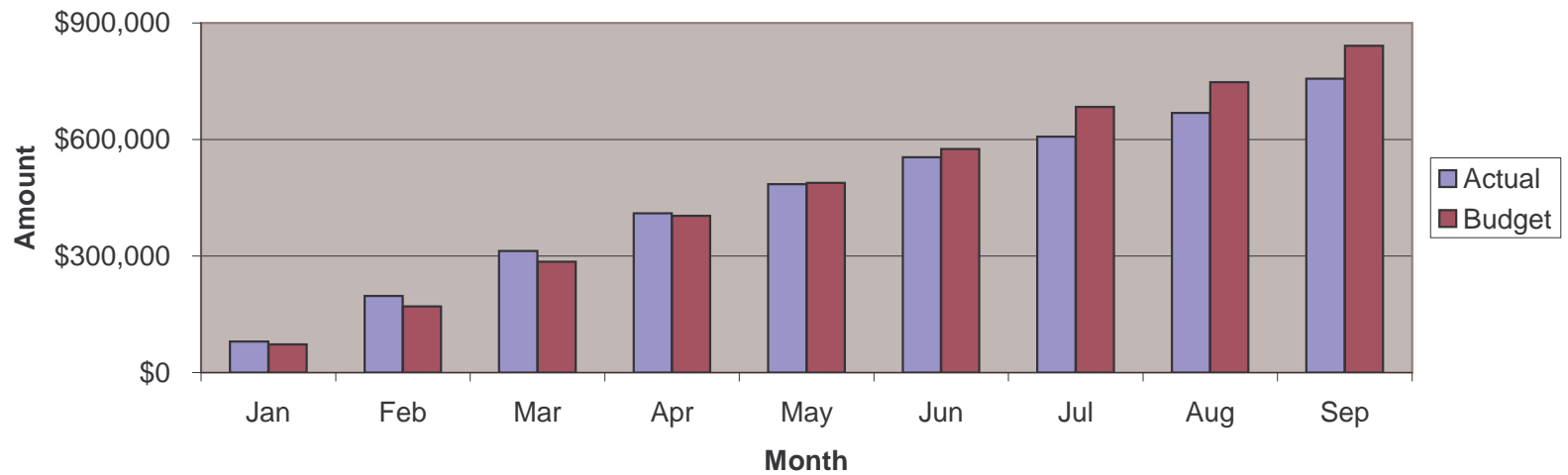
YTD Pledges - Actual vs. Budget



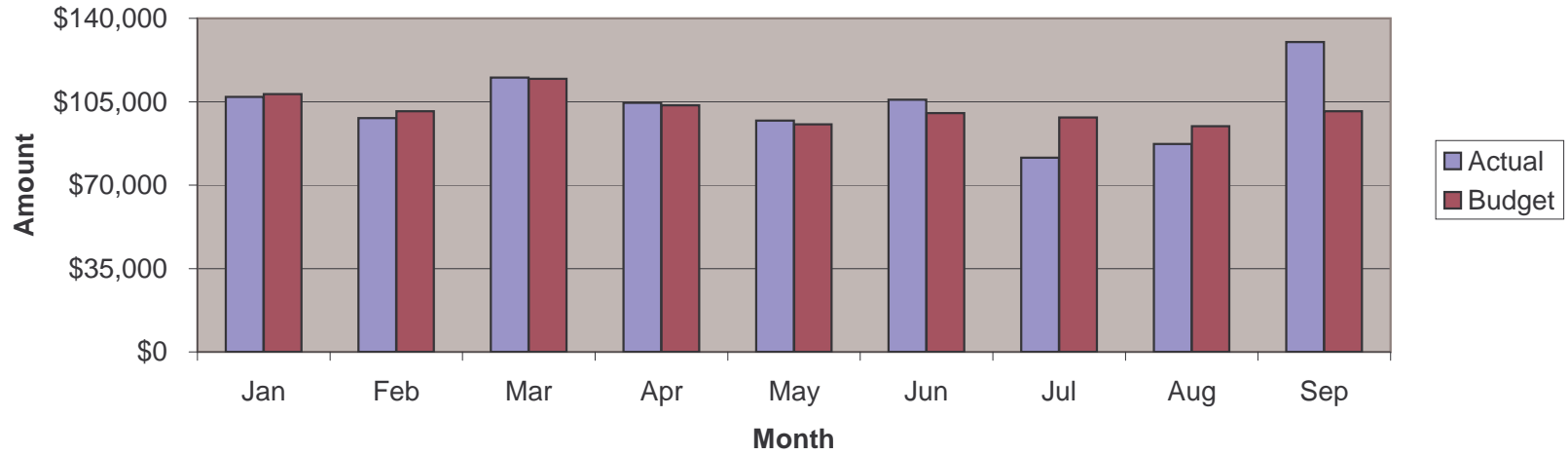
Monthly Revenue - Actual vs. Budget



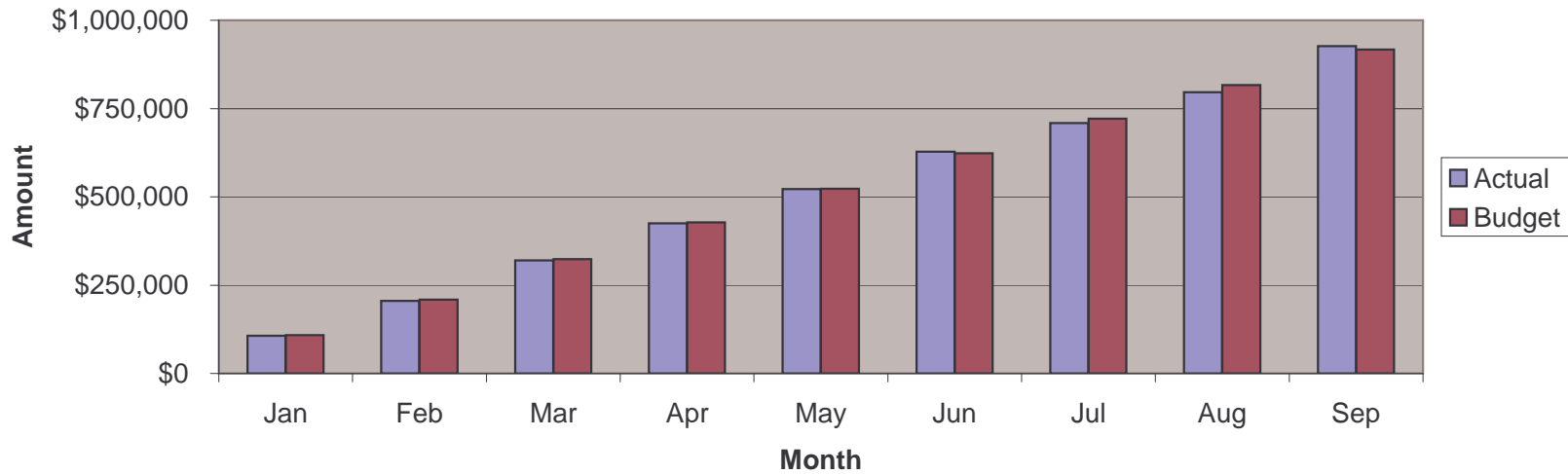
YTD Revenue - Actual vs. Budget



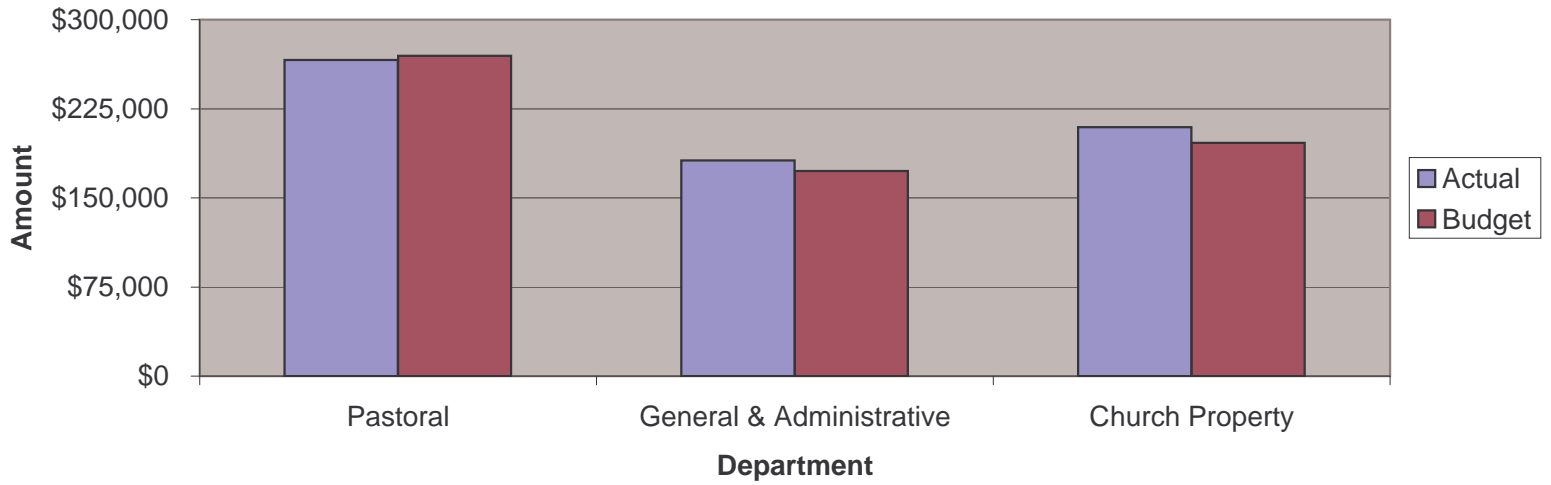
Monthly Expenses - Actual vs. Budget



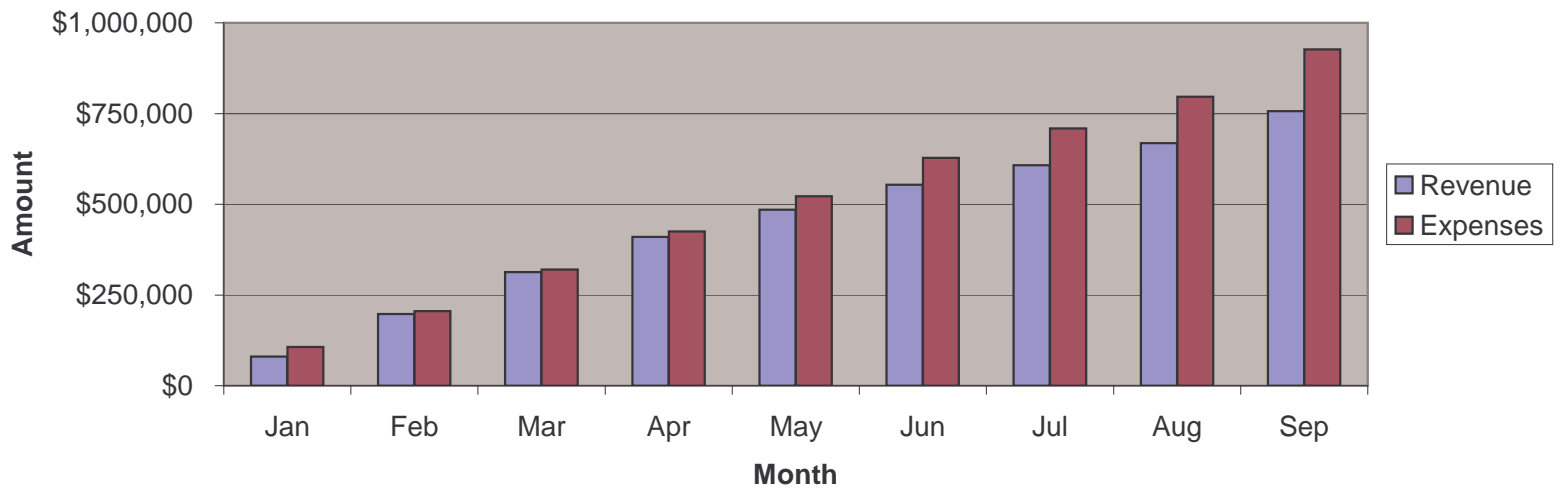
YTD Expenses - Actual vs. Budget

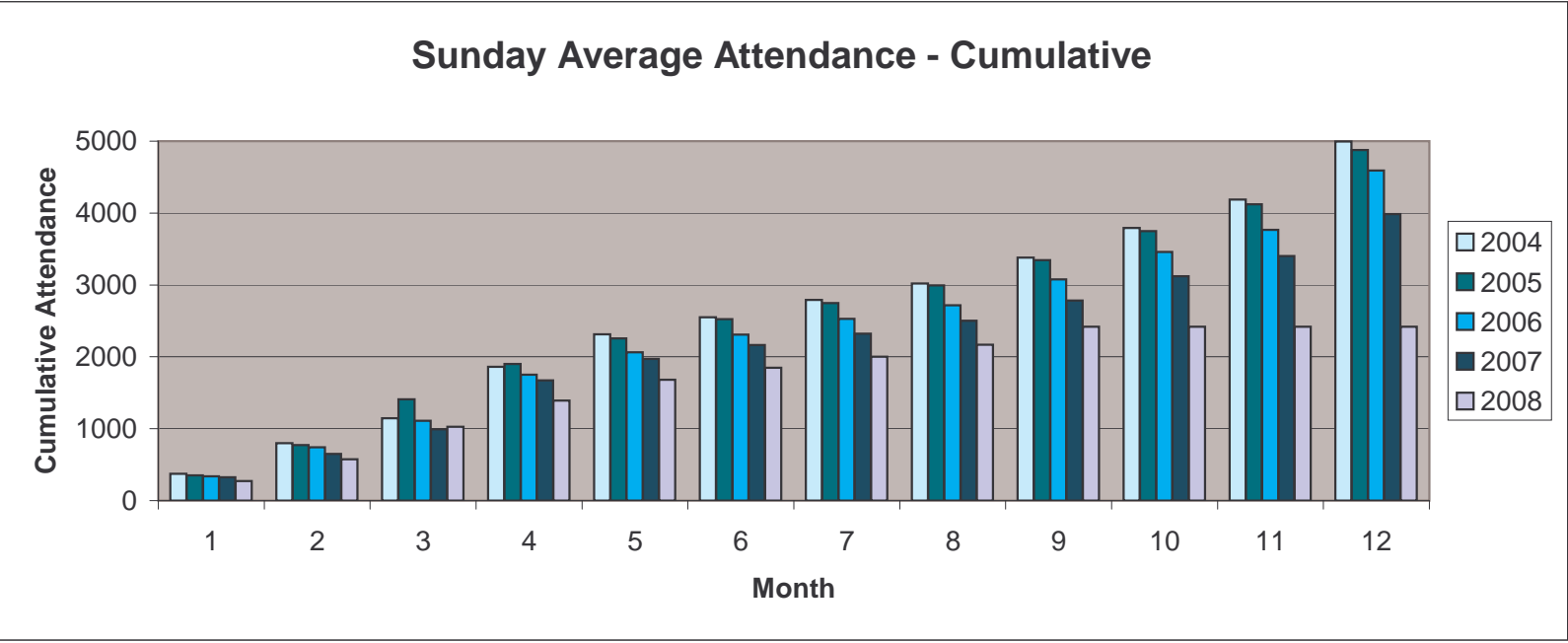
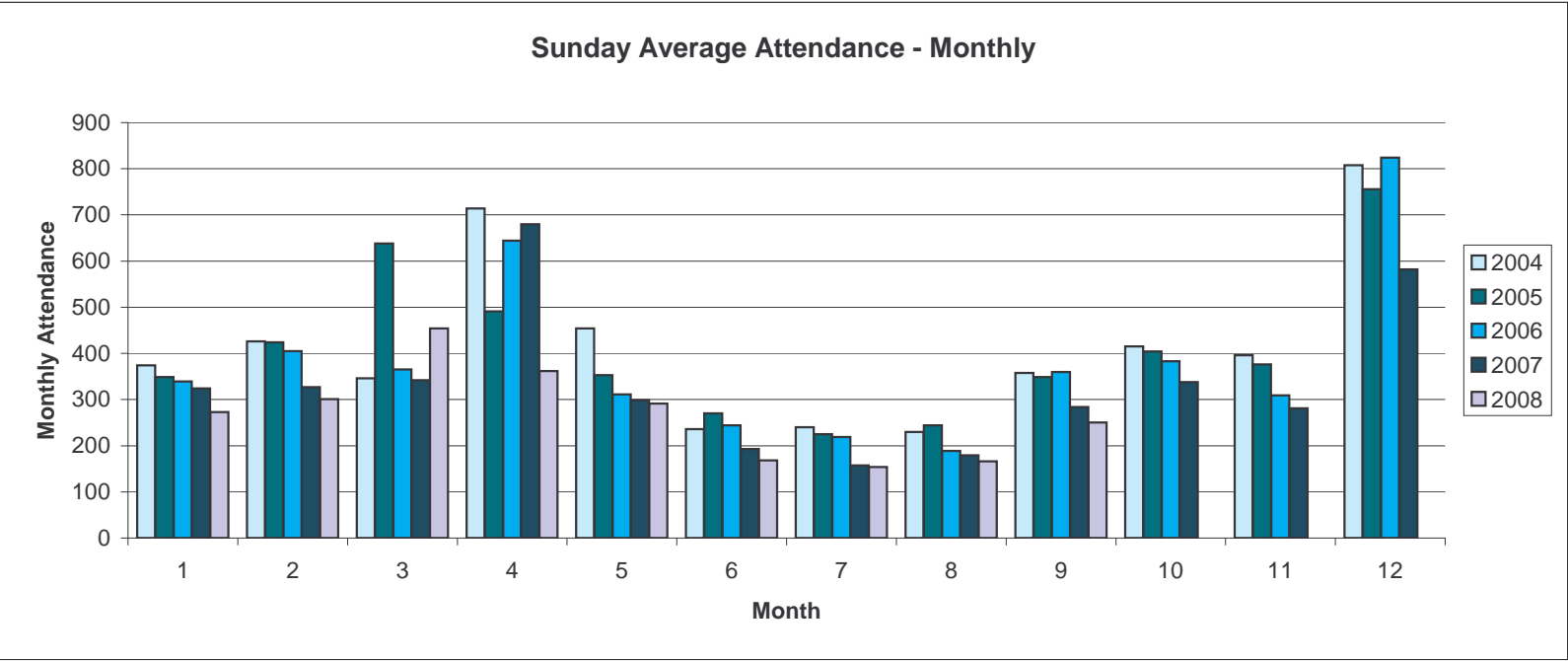


YTD Operations - Actual vs. Budget



YTD Actual - Revenue & Expenses





Glenview Community Church
 Analysis of Revenues & Expenses - Detail Portrait 2008
 Month-to-date, Through September 2008

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (Last Year)	Annual Budget (This Year)
Revenues						
9105 - Current Pledge Contributions	\$71,200.76	\$70,000.00	\$608,596.86	\$686,000.00	\$653,288.76	\$975,000.00
9107 - Non-Pledge Contributions	\$7,951.00	\$9,000.00	\$49,714.85	\$57,000.00	\$84,828.84	\$106,636.00
9109 - Pledge Overage Contributions	\$2,473.03	\$1,000.00	\$15,144.03	\$4,500.00	\$5,271.83	\$15,000.00
9110 - Prior Year Pledge	\$0.00	\$0.00	\$2,692.00	\$2,500.00	\$3,455.00	\$2,500.00
9115 - Loose Offering	\$494.00	\$500.00	\$5,575.49	\$6,570.00	\$6,552.43	\$10,000.00
9124 - Church School Offering	\$2.00	\$140.00	\$267.60	\$570.00	\$800.95	\$1,000.00
9130 - Women's Association	\$0.00	\$0.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
9135 - Building Fees	\$75.00	\$500.00	\$5,687.00	\$3,000.00	\$3,081.45	\$4,500.00
9142 - Nursery School	\$3,743.11	\$3,060.00	\$19,221.36	\$18,360.00	\$18,811.24	\$27,695.00
9145 - Interest Income	\$387.52	\$1,000.00	\$5,838.05	\$9,000.00	\$13,954.52	\$12,100.00
9147 - Housing Trust Income	\$0.00	\$6,250.00	\$12,500.00	\$18,750.00	\$15,878.26	\$25,000.00
9155 - Endowment Income	\$0.00	\$1,625.00	\$2,125.00	\$4,875.00	\$1,948.69	\$6,500.00
9157 - Endowment Income II	\$1,412.35	\$800.00	\$9,404.34	\$10,500.00	\$12,242.80	\$13,000.00
9169 - Mission Offerings	\$0.00	\$0.00	\$0.00	\$12,000.00	\$12,831.30	\$25,000.00
9170 - Neighbors In Need	\$0.00	\$0.00	\$0.00	\$0.00	\$196.00	\$0.00
9185 - Easter	\$0.00	\$0.00	\$8,466.18	\$0.00	\$0.00	\$0.00
9190 - One Great Hour of Sharing	\$0.00	\$0.00	\$3,144.25	\$0.00	\$0.00	\$0.00
Total Revenues	\$87,738.77	\$93,875.00	\$756,377.01	\$841,625.00	\$841,142.07	\$1,231,931.00
Expenses						
Pastoral Expenses						
9302 - Salaries	\$10,575.44	\$10,575.42	\$95,186.52	\$95,178.78	\$230,615.56	\$126,905.00
9304 - Auto Expense	\$705.54	\$300.00	\$2,560.18	\$2,700.00	\$2,443.88	\$3,600.00
9306 - Expense Reimbursement	\$168.67	\$85.83	\$880.54	\$772.47	\$544.63	\$1,030.00
9308 - Annuities	\$2,940.27	\$2,940.25	\$26,462.35	\$26,462.25	\$26,651.33	\$35,283.00
9310 - Conferences / Continuing Education	\$604.14	\$333.33	\$2,793.52	\$2,999.97	\$8,580.79	\$4,000.00
9312 - Senior Minister Allowance	\$89.90	\$62.50	\$380.38	\$562.50	\$600.38	\$750.00
9314 - Housing Allowance	\$10,426.43	\$10,426.50	\$93,837.97	\$93,838.50	\$93,838.75	\$125,118.00
9316 - Assoc. Minister Allowance	\$118.85	\$83.33	\$661.67	\$749.97	\$1,808.41	\$1,000.00
9380 - Social Security	\$0.00	\$0.00	\$0.00	\$0.00	\$7,503.50	\$0.00
9382 - Insurance--Health	\$2,575.96	\$3,619.50	\$29,551.06	\$32,575.50	\$42,201.11	\$43,434.00
9384 - Social Security Add On	\$1,519.67	\$1,519.67	\$13,763.97	\$13,677.03	\$14,416.96	\$18,236.00
Total Pastoral Expenses	\$29,724.87	\$29,946.33	\$266,078.16	\$269,516.97	\$429,205.30	\$359,356.00
Missions						
9450 - Mission Offering	\$0.00	\$0.00	\$11,855.43	\$12,000.00	\$12,831.30	\$25,000.00
9454 - Missions	\$7,740.25	\$7,740.25	\$69,662.25	\$69,662.25	\$73,768.50	\$92,883.00
Total Missions	\$7,740.25	\$7,740.25	\$81,517.68	\$81,662.25	\$86,599.80	\$117,883.00
Children's Ministry						
9464 - Salaries-CM	\$2,407.64	\$2,350.00	\$20,280.16	\$20,450.00	\$0.00	\$27,503.00
9466 - SS-CM	\$184.18	\$175.33	\$1,551.40	\$1,577.97	\$0.00	\$2,104.00
9468 - Spiritual Formation	\$218.26	\$135.00	\$1,500.36	\$1,215.00	\$948.51	\$1,620.00
9472 - Teacher Training & Appreciation	\$0.00	\$41.67	\$521.45	\$375.03	\$254.70	\$500.00
9476 - Cradle/Toddler Supplies	\$0.00	\$58.33	\$40.12	\$524.97	\$368.40	\$700.00
9488 - Fellowship	\$0.00	\$83.33	\$47.96	\$749.97	\$146.81	\$1,000.00
9490 - Education & Spiritual Formation	\$1,218.58	\$150.00	\$1,447.58	\$1,350.00	\$913.31	\$1,800.00
9494 - Mission & Outreach	\$0.00	\$16.67	\$139.28	\$150.03	\$55.95	\$200.00
9496 - Childcare	\$525.00	\$50.00	\$525.00	\$450.00	\$550.00	\$600.00
Total Children's Ministry	\$4,553.66	\$3,060.33	\$26,053.31	\$26,842.97	\$3,237.68	\$36,027.00
Confirmation & Youth Ministry						
9526 - Salaries-CY	\$2,525.00	\$2,525.00	\$17,675.00	\$17,675.00	\$0.00	\$25,250.00

Month-to-date, Through September 2008

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (Last Year)	Annual Budget (This Year)
9528 - SS-CY	\$193.16	\$161.00	\$1,352.13	\$1,449.00	\$0.00	\$1,932.00
9530 - Jr High - Confinnation	\$1,128.00	\$154.17	\$1,603.21	\$1,387.53	\$1,550.59	\$1,850.00
9532 - Jr High - Social	\$0.00	\$33.33	\$194.24	\$299.97	\$180.14	\$400.00
9536 - Sr High - Education	\$0.00	\$170.83	\$1,804.94	\$1,537.47	\$629.50	\$2,050.00
9538 - Sr High - Social	\$339.94	\$216.67	\$2,149.63	\$1,950.03	\$1,328.17	\$2,600.00
Total Confirmation & Youth Ministry	\$4,186.10	\$3,261.00	\$24,779.15	\$24,299.00	\$3,688.40	\$34,082.00
Pastoral Care						
9550 - Salaries-PN	\$4,244.44	\$4,244.42	\$38,177.96	\$38,199.78	\$0.00	\$50,933.00
9552 - Pastoral Care Board	\$0.00	\$60.00	\$542.60	\$540.00	\$482.02	\$720.00
Total Pastoral Care	\$4,244.44	\$4,304.42	\$38,720.56	\$38,739.78	\$482.02	\$51,653.00
Membership						
9572 - Salaries-Mbr	\$2,313.00	\$2,313.00	\$20,713.83	\$20,817.00	\$0.00	\$27,756.00
9574 - SS-Mbr	\$138.91	\$176.92	\$1,155.50	\$1,592.28	\$0.00	\$2,123.00
9576 - Membership	\$179.39	\$255.00	\$1,439.64	\$2,295.00	\$2,612.72	\$3,060.00
Total Membership	\$2,631.30	\$2,744.92	\$23,308.97	\$24,704.28	\$2,612.72	\$32,939.00
Adult Education						
9602 - Program	\$0.00	\$166.67	\$1,100.00	\$1,500.03	\$850.00	\$2,000.00
9614 - Miscellaneous	\$0.00	\$5.83	\$13.25	\$52.47	(\$278.68)	\$70.00
9616 - Literature & Library	\$0.00	\$12.50	\$0.00	\$112.50	(\$39.76)	\$150.00
Total Adult Education	\$0.00	\$185.00	\$1,113.25	\$1,665.00	\$531.56	\$2,220.00
Services & Sacraments						
9624 - Sacred Services	\$0.00	\$40.83	\$283.25	\$367.47	\$336.00	\$490.00
Total Services & Sacraments	\$0.00	\$40.83	\$283.25	\$367.47	\$336.00	\$490.00
Fellowship						
9636 - Special Functions	\$0.00	\$45.00	\$584.27	\$405.00	\$780.11	\$540.00
9640 - Miscellaneous	\$0.00	\$12.50	\$37.74	\$112.50	\$27.47	\$150.00
Total Fellowship	\$0.00	\$57.50	\$622.01	\$517.50	\$807.58	\$690.00
Music						
9648 - Salaries-Music	\$5,749.43	\$5,453.00	\$47,271.19	\$49,077.00	\$0.00	\$65,436.00
9650 - SS-Music	\$439.82	\$417.17	\$3,616.19	\$3,754.53	\$0.00	\$5,006.00
9652 - General - Instrumentalists	\$0.00	\$333.33	\$900.00	\$2,999.97	\$4,175.00	\$4,000.00
9654 - General - Organ & Piano Care	\$186.00	\$325.00	\$2,215.18	\$2,925.00	\$3,217.50	\$3,900.00
9656 - General - Cleaning Robes	\$147.00	\$16.67	\$147.00	\$150.03	\$0.00	\$200.00
9660 - General - Sub. Organist	\$0.00	\$83.33	\$825.00	\$749.97	\$775.00	\$1,000.00
9666 - Chancel Choir - Music	\$437.73	\$208.33	\$1,107.27	\$1,874.97	\$2,435.44	\$2,500.00
9668 - Chancel Choir - Misc.	\$0.00	\$43.33	\$127.50	\$389.97	\$708.34	\$520.00
9670 - Organ Music	\$0.00	\$41.67	\$459.25	\$375.03	\$0.00	\$500.00
9772 - Bell Choir - Music	\$73.10	\$41.67	\$663.64	\$375.03	\$589.69	\$500.00
9780 - Children's Choir - Music	\$277.12	\$66.67	\$362.12	\$600.03	\$263.24	\$800.00
9782 - Children's Choir - Misc.	\$0.00	\$16.67	\$198.01	\$150.03	(\$363.88)	\$200.00
9784 - Copyright Expenses	\$0.00	\$33.33	\$223.00	\$299.97	\$223.00	\$400.00
Total Music	\$7,310.20	\$7,080.17	\$58,115.35	\$63,721.53	\$12,023.33	\$84,962.00
General & Administrative						
9822 - Postage (except B'dcaster)	\$522.46	\$666.67	\$5,412.01	\$6,000.03	\$5,655.68	\$8,000.00
9830 - Social Security	\$808.57	\$823.08	\$7,242.28	\$7,407.72	\$7,030.30	\$9,877.00
9832 - Office Staff Salaries	\$10,776.26	\$10,758.75	\$96,986.34	\$96,828.75	\$91,816.14	\$129,105.00
9834 - Payroll Service	\$239.81	\$231.67	\$2,351.45	\$2,085.03	\$2,457.60	\$2,780.00
9836 - Telephone	\$611.92	\$541.67	\$4,957.76	\$4,875.03	\$4,747.75	\$6,500.00
9838 - Stationery & Supplies	\$2,121.78	\$958.33	\$10,066.83	\$8,624.97	\$11,681.54	\$11,500.00
9840 - Equip. Maintenance Repair	\$5,535.71	\$1,066.67	\$11,689.94	\$9,600.03	\$10,391.10	\$12,800.00
9842 - Broadcaster	\$0.00	\$333.33	\$2,689.40	\$2,999.97	\$4,265.77	\$4,000.00

Glenview Community Church
 Analysis of Revenues & Expenses - Detail Portrait 2008
 Month-to-date, Through September 2008

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (Last Year)	Annual Budget (This Year)
9844 - Financial Review	\$0.00	\$125.00	\$0.00	\$1,125.00	\$0.00	\$1,500.00
9846 - Communications/Promotions	\$1,190.40	\$83.33	\$2,805.90	\$749.97	\$2,790.00	\$1,000.00
9848 - Kitchen	\$33.90	\$125.00	\$884.53	\$1,125.00	\$892.62	\$1,500.00
9850 - Insurance--Prop/Casualty\Work Com	\$18,111.50	\$4,800.00	\$31,031.96	\$29,200.00	\$27,202.99	\$39,000.00
9852 - Miscellaneous	\$918.76	\$8.33	\$3,219.96	\$74.97	\$163.66	\$100.00
9854 - Office Equipment Purchase	\$0.00	\$188.33	\$1,770.20	\$1,694.97	\$2,285.21	\$2,260.00
9856 - Bank Fees	\$0.00	\$15.58	\$292.29	\$140.22	\$151.00	\$187.00
Total General & Administrative	\$40,871.07	\$20,725.74	\$181,400.85	\$172,531.66	\$171,531.36	\$230,109.00
Stewardship						
9802 - Offering Envelopes	\$0.00	\$37.50	(\$113.00)	\$337.50	\$139.77	\$450.00
9803 - Stationery	\$401.99	\$52.08	\$531.99	\$468.72	\$364.40	\$625.00
9804 - Postage	\$0.00	\$79.17	\$0.00	\$712.53	\$859.20	\$950.00
9806 - Celebration	\$0.00	\$1.67	\$0.00	\$15.03	\$0.00	\$20.00
9810 - Miscellaneous	\$153.19	\$33.33	\$153.19	\$299.97	\$126.25	\$400.00
Total Stewardship	\$555.18	\$203.75	\$572.18	\$1,833.75	\$1,489.62	\$2,445.00
Church Property						
9862 - Facility Staff-Salaries	\$12,198.37	\$11,288.58	\$105,433.54	\$101,597.22	\$97,266.75	\$135,463.00
9864 - Social Security	\$885.48	\$863.58	\$7,476.84	\$7,772.22	\$7,464.76	\$10,363.00
9866 - Health & Accident Ins.	\$0.00	\$0.00	\$0.00	\$0.00	\$17,950.50	\$0.00
9870 - Electricity	\$2,878.33	\$2,540.00	\$20,461.52	\$19,180.00	\$17,073.71	\$25,500.00
9872 - Water	\$0.00	\$0.00	\$2,245.18	\$1,945.00	\$1,825.24	\$2,600.00
9874 - N. !. Gas	\$165.08	\$770.00	\$21,029.78	\$21,320.00	\$17,315.86	\$25,705.00
9876 - Building Repair	\$0.00	\$0.00	\$0.00	\$0.00	\$18,309.41	\$0.00
9878 - Building Repair and Maintenance	\$4,498.80	\$2,100.00	\$22,705.38	\$20,900.00	\$4,048.53	\$27,500.00
9880 - Maintenance Contracts	\$5,578.00	\$1,900.00	\$26,873.14	\$18,300.00	\$24,517.56	\$24,000.00
9882 - Scavenger	\$369.09	\$333.33	\$3,357.90	\$2,999.97	\$2,661.17	\$4,000.00
9884 - Furn., Fix!., Equip. Purchase	\$0.00	\$256.67	\$0.00	\$2,310.03	\$2,792.73	\$3,080.00
Total Church Property	\$26,573.15	\$20,052.16	\$209,583.28	\$196,324.44	\$211,226.22	\$258,211.00
Pageant						
9912 - Pageant	\$0.00	\$0.00	\$0.00	\$0.00	(\$535.50)	\$1,490.00
Total Pageant	\$0.00	\$0.00	\$0.00	\$0.00	(\$535.50)	\$1,490.00
Capital Reserve						
9910 - Capital Reserve Expense	\$1,614.50	\$1,614.50	\$14,530.50	\$14,530.50	\$14,994.67	\$19,374.00
Total Capital Reserve	\$1,614.50	\$1,614.50	\$14,530.50	\$14,530.50	\$14,994.67	\$19,374.00
Total Expenses	\$130,004.72	\$101,016.90	\$926,678.50	\$917,257.10	\$938,230.76	\$1,231,931.00
Net Total	(\$42,265.95)	(\$7,141.90)	(\$170,301.49)	(\$75,632.10)	(\$97,088.69)	\$0.00

Glenview Community Church
Analysis of Revenues & Expenses - Summary 2008

Month-to-date, Through September 2008

Accounts	MTD Actual (This Year)	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Actual (Last Year)	Annual Budget (This Year)
Revenues						
Total Revenues	\$87,738.77	\$93,875.00	\$756,377.01	\$841,625.00	\$841,142.07	\$1,231,931.00
Expenses						
Pastoral Expenses	\$29,724.87	\$29,946.33	\$266,078.16	\$269,516.97	\$429,205.30	\$359,356.00
Missions	\$7,740.25	\$7,740.25	\$81,517.68	\$81,662.25	\$86,599.80	\$117,883.00
Children's Ministry	\$4,553.66	\$3,060.33	\$26,053.31	\$26,842.97	\$3,237.68	\$36,027.00
Confirmation & Youth Ministry	\$4,186.10	\$3,261.00	\$24,779.15	\$24,299.00	\$3,688.40	\$34,082.00
Pastoral Care	\$4,244.44	\$4,304.42	\$38,720.56	\$38,739.78	\$482.02	\$51,653.00
Membership	\$2,631.30	\$2,744.92	\$23,308.97	\$24,704.28	\$2,612.72	\$32,939.00
Adult Education	\$0.00	\$185.00	\$1,113.25	\$1,665.00	\$531.56	\$2,220.00
Services & Sacraments	\$0.00	\$40.83	\$283.25	\$367.47	\$336.00	\$490.00
Fellowship	\$0.00	\$57.50	\$622.01	\$517.50	\$807.58	\$690.00
Music	\$7,310.20	\$7,080.17	\$58,115.35	\$63,721.53	\$12,023.33	\$84,962.00
General & Administrative	\$40,871.07	\$20,725.74	\$181,400.85	\$172,531.66	\$171,531.36	\$230,109.00
Stewardship	\$555.18	\$203.75	\$572.18	\$1,833.75	\$1,489.62	\$2,445.00
Church Property	\$26,573.15	\$20,052.16	\$209,583.28	\$196,324.44	\$211,226.22	\$258,211.00
Pageant	\$0.00	\$0.00	\$0.00	\$0.00	(\$535.50)	\$1,490.00
Capital Reserve	\$1,614.50	\$1,614.50	\$14,530.50	\$14,530.50	\$14,994.67	\$19,374.00
Long Range Plan Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenses	\$130,004.72	\$101,016.90	\$926,678.50	\$917,257.10	\$938,230.76	\$1,231,931.00
Net Total	(\$42,265.95)	(\$7,141.90)	(\$170,301.49)	(\$75,632.10)	(\$97,088.69)	\$0.00

Accounts

Assets

Current Assets

Cash

1010 - Operating Account \$56,041.47
 Total Cash \$56,041.47

Investments

1110 - Housing Trust \$422,262.00
 1120 - Merrill Lynch Govt. MF \$376,257.37
 1130 - Nursery School Vanguard \$98,658.00
 1140 - Romeiser Trust Account \$169,960.00
 1160 - Endowment \$177,813.00
 1180 - Nursery School GSB CD#323510 \$29,245.25
 1185 - Endowment Fund II \$569,506.85
 1190 - Nursery School GSB CD#323512 \$30,266.60

Total Investments

\$1,873,969.08

Prepaid Expenses

Total Current Assets \$25,450.26

\$1,955,460.81

Fixed Assets

1770 - Church Land \$100,126.50
 1790 - Church Garage & Contents \$10,074.00
 1800 - Church Building \$5,430,585.00
 1810 - Church \$426,130.00
 Furnishings 1815 - Office \$91,458.00
 Equipment \$50,400.00
 1816 - Art & Music Collections \$896,000.00
 1817 - Organ \$1,200.00
 1820 - Canoes (\$742,695.00)
 1825 - Accumulated Depreciation

Total Fixed Assets

\$6,263,278.50

Total Assets

\$8,218,739.31

Liabilities, Fund Principal, & Restricted Funds

Liabilities

Fixed Assets

000 I - Represented by Fixed Assets \$6,263,278.50

Total Fixed Assets

\$6,263,278.50

Total Liabilities

\$6,263,278.50

Fund Principal

0002 - Beginning Balance-General Fund \$29,862.76

Excess Cash Received (\$170.30)

Total Fund Principal and Excess Cash Received

1.49 (\$140,438.73)

Restricted Funds

Total Temporarily Restricted Total

Permanently Restricted Total \$754,865.97

Restricted Funds \$1,341,033.57

\$2,095,899.54

Total Liabilities, Fund Principal, & Restricted Funds

\$8,218,739.31