



Group Name	McFarland UCC 2021 Annual Meeting Minutes
Date	January 23, 2022 (held via Zoom meeting: https://zoom.us/j/97010988439 Password: betogether
Recorder	Anne Gerke

Agenda Item / Topic/Question	Discussion / Decision	Action
Welcome & Announcements	Colleen Krattiger welcomed everyone to the Annual Meeting.	
Call to Order & Annual Meeting 2021 Agenda (Colleen)	<p>The 2021 annual meeting was called to order by the Moderator, Colleen Krattiger. A quorum was declared by Joan Jacobsen.</p> <p>130 – official reported number (130 members; 25% is quorum – need 33 members. 50 members were in attendance today.</p> <p>Robert’s Rules of Order will govern the formal business of the day. Colleen asked that anyone making a motion or seconding both raise their hand and say their full name, so the minutes are accurate.</p> <p>McFarland UCC members are eligible to vote in the meeting. Non-members are not eligible to vote. Questions and comments are for everyone. Anyone with questions should unmute themselves, turn on their video, raise their hand, and wait to be called on. If they do not have video, they can use the Chat feature in Zoom to ask their question or text Julie Woodward.</p> <p>The following items required a vote:</p> <ul style="list-style-type: none"> • 2021 Annual meeting minutes 	All participated

	<ul style="list-style-type: none"> • Revision to governing documents • 2022 budget • Election of church leaders 	
Vote to Approve 2021 Annual Meeting Minutes (Colleen / vote / motion / 2nd)	<p>The Annual Meeting minutes from 2021 were made available on online at: http://www.mcfarlanducc.org/annual-meeting-2022.html.</p> <p>Anne – a typo was found on pg. 6. Just above the graph, "Tim was allowed at the end of the review for questions" should be Time was allowed....</p> <p>Anne has made this correction. Are there any other changes that should be made?</p> <p>Harold Stafford made a motion to approve the 2021 minutes as written with the minor change on pg. 6.</p> <p>Jim Martin seconded the motion.</p> <p>All in favor (48). No abstentions. No one opposed. Motion passed.</p>	Motion passed
Celebration of 2021 Ministries (Colleen)	<p>Colleen Krattiger shared a few slides and reflected on milestones that happened in 2021.</p> <ul style="list-style-type: none"> • Shifting to outdoor and in-person worship • Geoff Brink, representing the Green Team <ul style="list-style-type: none"> ○ Added solar panels in November 2021 (Let There Be Light campaign) – cost was \$35,589 ○ Thanks to Gregg Krattiger for spearheading the installation process and to entire team • Steve Davidson, representing the Outreach Funds Team <ul style="list-style-type: none"> ○ Shared that a contribution from our non-restricted Outreach Funds was sent to Amnesty International in recognition of individuals and communities globally who are impacted by the production of alternative energy sources such as solar panels. 	

	<ul style="list-style-type: none">• Engaging others in our Now-In-Our-Name (previously known as Not-In-Our-Name) efforts – Tom Ludwig<ul style="list-style-type: none">○ NION has co-sponsored a three-part webinar series with the WI Conference Immigration Working Group○ At another co-sponsored webinar in September national UCC provided staff input re: immigrant/refugee information in Tomah, WI And Winona, MN.○ Judy Emmrich provided an update on a refugee family from Nicaragua who are now living in an apartment in Sun Prairie – the Outreach Funds Team authorized provided up to \$5,000 starting in 2022 to help with legal fees and childcare• Responding to racial injustice – Jayne Fischer<ul style="list-style-type: none">○ Many events took place throughout the year focusing on racial injustice including:<ul style="list-style-type: none">▪ Outdoor movie night▪ Letter-writing campaign for racial justice▪ MUCC inclusive arts group▪ Racial justice book group• Managing trees on church property – Bruce Fischer<ul style="list-style-type: none">○ Provided an update on the trees removed and planted around MUCC○ Will be exploring opportunities to add native plants to property• Building & Grounds Committee – Gregg Krattiger<ul style="list-style-type: none">○ Provided an update on the parking lot, addition of handicapped parking and LED lights to lights in and outside of MUCC• Expanding youth meetings – Pastor Bryan<ul style="list-style-type: none">○ Thank you to the parents and grandparents of the younger youth who made a commitment to making sure their kids could be with us during bi-weekly Zoom meetings in 2021.	
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	<ul style="list-style-type: none"> ○ Thank you to Mel and Aaron Thompson for leading some of the virtual games. ○ Thank you to Skylar Adkins for serving the congregation in 2021 as the Zoom camera man and helping set things up outside for outside services. ● Outreach Funds - Providing scholarships – Martha Olson <ul style="list-style-type: none"> ○ Provided an update on the scholarships provided throughout the year ○ The Outreach Funds Team has committed to sponsoring a student in Haiti through Haiti Allie’s SPARE program; this is a 10-year commitment. ● Sundaes on Thursdays – Ann Ross <ul style="list-style-type: none"> ○ Hosted Sundaes on Thursdays with individual ice cream cups from Schoep’s. ○ Distributed funds to the McFarland Community Food Pantry and McFarland Youth Center. ○ Thursdays have been scheduled for 2022 ● Julie Woodward provided an update on an interview she, Bruce Fischer, and Pastor Bryan participated in with Sustain Dane’s annual summit, “Weaving Stories of Change”. <p>Colleen thanked everyone for their contributions!</p>	
<p>Sharing Our Gifts with the Wider Church and Community (Joan)</p>	<p>Joan Jacobsen shared where MUCC provided financial resources within the wider church and wider community. We are a “5-for-5” church meaning that we contribute to the five UCC offerings throughout the year including:</p> <ul style="list-style-type: none"> ● Wider Church <ul style="list-style-type: none"> ○ One Great Hour of Sharing ○ Strengthen the Church ○ Neighbors in Need ○ Christmas Fund ○ Our Church’s Wider Mission (OCWM) 	

	<ul style="list-style-type: none"> ○ Total contributions in 2021: \$25,846 ● MUCC and Wider Community <ul style="list-style-type: none"> ○ MUCC Pastor Discretionary Funds ○ MUCC College Scholarships ○ MUCC Sundaes on Thursdays ○ MUCC NION Funds ○ McFarland Food Pantry ○ UNICEF ○ Haiti Allies ○ CROP Walk ○ Shelter from the Storm Ministries ○ Amnesty International ○ Total contributions in 2021: \$25,881 	
<p>Approval of Governing Documents (Lavon / vote / motion / 2nd)</p>	<p>Lavon Geasland highlighted several governing documents, including our Constitution, Bylaws, and the Reed-Smeaton Outreach Fund. Members of the Servant and Leadership Team (SaLT) are recommending revisions to our governing documents to add flexibility to our leadership team membership. Two other minor revisions are recommended for clarity within the documents. The proposed revisions were made available online. Lavon briefly reviewed the revisions to these documents. Time was left at the end of the review for questions.</p> <ul style="list-style-type: none"> ● There are two revisions recommended for the Constitution: <ul style="list-style-type: none"> ○ Article VII, Servant Leadership Team, letter A - changing the number of additional members from three to at least three and up to five to add flexibility to SaLT membership ○ Article VIII, Church Meetings, Letter A – clarifying that annual reports are available for review two weeks prior to an annual meeting ● There are three revisions recommended for the Bylaws: <ul style="list-style-type: none"> ○ Changed the number of additional members from three to at least three and up to five in both Article II, Officers, letter F. Servant Leadership members and Article IV, Duties and Responsibilities of the Servant 	<p>Motion passed</p>

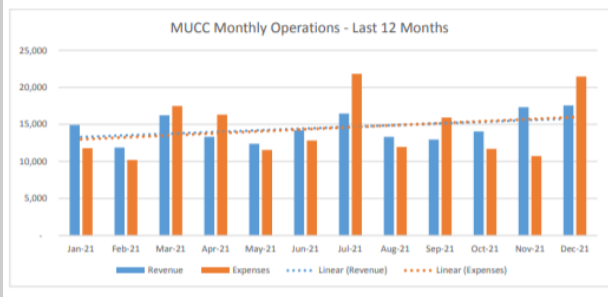
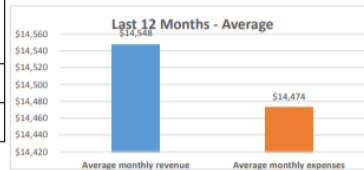
	<p>Leadership Team, letter A Membership</p> <ul style="list-style-type: none"> ○ Article VI, Committees and Task Forces, letter A – changed Reed-Smeaton Outreach Fund Committee to Outreach Funds Team to reflect the current group that has provided oversight to both outreach funds (non-restricted Outreach Funds and Reed-Smeaton Outreach Funds). <p>Colleen Krattiger reminded everyone that the proposed revisions are recommended by our leadership team to add flexibility to our leadership team membership and some clarification.</p> <p>Questions:</p> <ul style="list-style-type: none"> • There were no questions <p>Jayne Fischer made a motion to approve the revisions to the MUCC Governing Documents.</p> <p>Geoff Brink seconded the motion.</p> <p>All in favor (47). No one opposed. No abstentions. Motion passed.</p>	
<p>Financial Update & 2022 Budget (Joan / vote / motion / 2nd)</p>	<p>Joan Jacobsen provided several slides to represent the past and current state of the MUCC financials. The annual meeting materials included two documents.</p> <ol style="list-style-type: none"> 1. The document with the bar graphs (below) presented the summary of the general or operating fund (revenues and expenses) for the past 12 months. 	<p>Motion passed / 2022 Budget Approved</p>

General Fund Summary Jan 2021 – Dec 2021
(Funds for general operating expenses)

SoLT review 01/06/22

Month	Revenue	Expenses	Variance
Jan-21	14,918	11,777	3,142
Feb-21	11,873	10,192	1,681
Mar-21	16,223	17,477	(1,253)
Apr-21	13,323	16,306	(2,983)
May-21	12,380	11,546	833
Jun-21	14,197	12,820	1,376
Jul-21	16,462	21,816	(5,354)
Aug-21	13,316	11,954	1,362
Sep-21	12,951	15,924	(2,974)
Oct-21	14,050	11,687	2,363
Nov-21	17,318	10,727	6,592
Dec-21	17,562	21,456	(3,894)
Total	174,574	173,682	891

2021 Budget*	\$180,455
<small>*Includes extraordinary expenses</small>	
Average Monthly Revenue Needed to Meet Budget	\$15,038
Actual Average Monthly Revenue Jan 2021-Dec 2021	\$14,548



2. The second document (below) provides details about our 2020 and 2021 actual expenses, the 2021 budget, and our proposed budget for 2022.

McFarland United Church of Christ 2022 Budget (Proposed)	2020 Actual	2021 Budget	2021 Actual	Proposed 2022 Budget
Property				
Utilities (Gas, Electric, Water, Sewer)	4,040	4,500	4,385	2,700
Custodian	6,430	6,214	5,008	6,000
Maintenance Supplies	108	350	6	300
Maintenance/Repairs	1,357	1,900	1,206	1,500
Mowing	0	0		
Snow Removal	2,857	2,000	770	2,000
	14,791	14,964	11,374	12,500
Office				
Building & Liability Insurance	2,993	4,870	4,868	5,598
Worker's Comp Insurance	2,082	1,100	1,071	1,041
Phone & Internet	1,465	1,200	1,100	1,100
Office Equipment	444	500	569	650
Office Supplies	1,928	2,000	1,993	2,000
Postage	188	250	114	150
Licenses & Domain	1,440	1,400	1,665	1,700
Advertising	584	750	856	400
	11,123	12,070	13,636	12,639
Wider Church				
SW Association Dues	780	900	780	850
Our Church's Wider Mission (OCWM)	18,156	18,000	17,456	17,500
Wider Church Meetings	0	0	0	
	18,936	18,900	18,236	18,350
Pastor				
Pastor Salary	43,575	45,754	45,754	48,042
Pastor Housing	14,380	15,099	15,099	15,854
SS Offset	4,433	4,665	4,655	4,888
Pastor Pension	7,157	8,519	8,519	8,945
Life & Disability Insurance	759	870	828	914
Health & Dental Insurance	10,555	12,090	12,066	12,695
Mileage/Auto	0	1,000	0	1,000
Professional Expenses	0	2,500	800	2,500
	80,859	90,082	87,721	94,838
Other Staffing				
Organist	8,722	9,064	9,064	9,130
Nursery	0	600	0	
Administrative Support	14,690	15,000	12,789	15,000
	23,411	24,664	21,853	24,130
Mission & Service				
Worship, Hospitality, Faith Development, Service	4,021	9,000	4,156	7,000
	4,021	9,000	4,156	7,000
Extraordinary Expense				
	8,617	10,775	16,706	5,500
Actual Expenses	161,758		173,682	
Budget Total	174,273	180,455	180,455	174,957
Actual Over (Under) Budget	(12,513)		-6,773	

Instead of going through this information line-by-line, Joan highlighted the 2021 budget to actual expenses and the 2022 proposed budget. Time was allowed at the end of the review for questions.

With 2021 financial commitments that were fulfilled and the ongoing generosity from the congregation along with our management of expenses, our actual year-to-date revenues generally matched year-to-date expenses when you see the 12-month trend line. As noted earlier, we had a \$891 **positive** revenue variance.

2021 Actual to Budget

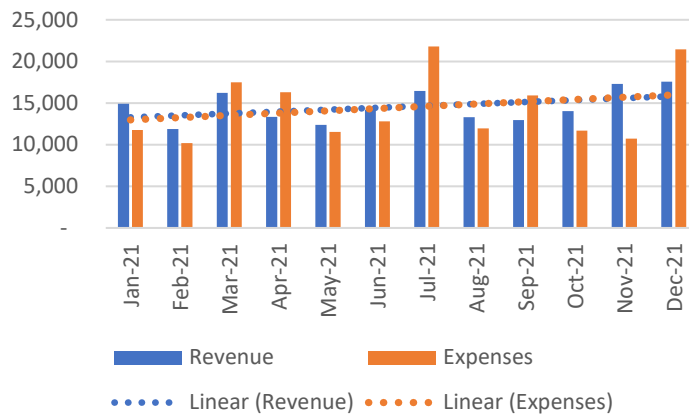
Operational Expenses	2021 Actual	2021 Budget	\$180,455
Property	11,374		
Office	13,636		
Wider Church	18,236		
Pastor	87,721		
Other Staffing	21,853		
Mission and Service	4,146		
Extraordinary Expense	16,706		
Total	173,682		
Budget Total	180,455		
Actual Under Budget	(6,773)		

Average Monthly Revenue Needed to Meet Budget	\$15,038
ACTUAL Average Monthly Revenue Jan 2021 – Dec 2021	\$14,548

- While actual expenses were \$6,773 less than budget, revenues closely matched actual expenses for the year with a \$891 positive revenue variance.
- There was a reduction in snow plowing expenses was due to the building closed last winter and only sidewalks and driveway were plowed.
- We fully met our obligations to the wider church with our 10% commitment to Our Church’s Wider Mission as largest factor.
- Three of four staff positions (administrative support, organist, custodian) were filled, and salaries continued with the nursery position vacant. The custodian position shifted from a staff position to a contracted service in July and the administrative assistant had reduced hours for November and December.
- Planned extraordinary expenses in 2021 included tree removal, fellowship chairs, and patio benches. Unplanned extraordinary expenses included replacing the freezer, paying the balance for the parking lot work, and a contribution to the McFarland Food Pantry.

Monthly Operations Last 12 Months

MUCC Monthly Operations - Last 12 Months



- With 2021 financial commitments that were fulfilled and the ongoing generosity from the congregation along with our management of expenses, our actual year-to-date revenues generally matched year-to-date expenses when you see the 12-month trend line. As noted earlier, we had a \$891 positive revenue variance.

2022 Proposed Budget

Budget Category	2020 Actual	2021 Actual	2022 Budget
Property	14,791	11,374	12,500
Office	11,123	13,636	12,639
Wider Church	18,936	18,236	18,350
Pastor	80,859	87,721	94,838
Other Staffing	23,211	21,853	24,130
Mission & Service	4,021	4,156	7,000
Extraordinary Expense	8,617	16,706	5,500
Budget Total	174,273	180,455	174,957
Actual Over (Under) Budget	(12,513)	(6,773)	

- Property expenses should have reduced utility cost with our solar panel installation
- Office expenses include a 15% increase in building and liability insurance – we will be exploring other options in 2022
- Pastor salary/housing increased 5% (with related increases to pension, life and

	<p>disability insurance, and social security offset) based on performance review while pastor health insurance through the UCC Insurance Board includes an increase of 5% for 2022</p> <ul style="list-style-type: none"> • Staff salaries are continued with nursery position remaining vacant • Mission and Service expenses have consistently been under budget for several years, including pre-pandemic years. The proposed budget expense closely matches the highest annual expense for this category over the past 4 years. • Extraordinary expenses include \$5,000 for AV improvements and \$500 for roof repair • We are recommending a total budget of \$174,957 which includes one-time extraordinary expenses. This represents an overall increase of less than 1% from our 2021 actual expenses. • Our revenues in 2021 were \$174,574. In order to meet our 2022 budget, we are anticipating matching last year's revenue. <p>This concludes the 2021 treasurer report and the proposed 2022 budget.</p>	
	<p>Discussion of 2022 Proposed Budget</p> <ul style="list-style-type: none"> • There were no questions on the 2022 proposed budget. • Jayne Fischer - Thank you, Joan, for all your work on the budget! 	
	<p>This motion is presented by the Servant Leadership Team and <u>does not</u> require a second.</p> <p>Denny Blackmore made a motion to approve the 2022 proposed budget.</p> <p>All in favor (49). No one opposed. No abstentions. Motion passed.</p>	<p>Motion passed</p>
<p>2022 Nominations / vote / passing of</p>	<p>Becky Cohen provided an update on the 2022 nominations which were available online:</p>	<p>Motion passed</p>

**the gavel /
blessing of
leadership
(Becky)**

At today's meeting we have three individuals who are stepping out of elected leadership roles: Colleen Krattiger, Anne Gerke, and Cindy Wendorf.

Nominations

- Ann Ross – Moderator
- Heather Blackmore – Vice-Moderator
- Diane Mikelbank - Clerk
- Roger Zimmerman – SaLT Member
- Sue Haeffner – Financial Secretary
- Lavon Geasland – Financial Secretary

Continuing Terms

- Joan Jacobsen - Treasurer
- Lavon Geasland – SaLT Member
- Becky Cohen – SaLT Member

Colleen Krattiger thanked Anne Gerke for her “two years” of being the clerk...even though it was about 18 years! Anne said it was bittersweet waking up this morning knowing that today was her last meeting of taking minutes. She is excited that Diane Mikelbank will be taking on the role in 2022! Have a wonderful year everyone! 😊

Gregg Krattiger made a motion to approve the nominations as presented.

Harold Stafford seconded the motion.

All in favor (46). No one opposed. No abstentions. Motion carried unanimously.

Colleen Krattiger thanked everyone for their leadership and community this past year. Everyone's support was so appreciated! Colleen passed the gavel to Ann Ross (virtually) 😊

Pastor Bryan thanked everyone for making it an absolute joy and delight to be the Pastor of McFarland UCC.

Pastor Bryan thanked Colleen for all her calmness and contributions she brought to everything this past year.

	<p>Pastor Bryan also thanked Cindy Wendorf for providing her expertise in doing amazing work on our behalf for clearing the deed and transfer of property ownership. Thank you for everything she did throughout the year.</p> <p>Pastor Bryan also thanked Anne Gerke for all she did throughout the past 18 years while facing all the heartache with her families' issues/deaths, etc. throughout this time.</p>	
<p>Commissioning of 2022 Leaders</p>	<p>Pastor Bryan commissioned the 2022 Leadership Team.</p> <p>Everyone serving in an elected leadership role in 2022 unmuted their lines and joined in repeating the covenant between each other:</p> <p><i>You have been called by God and this congregation to use your gifts in the leadership of this church. It is an honor to be entrusted with responsibility for service. Having prayerfully considered the duties and responsibilities, are you willing to serve?</i></p> <p>I am, relying on God's help.</p> <p><i>Do you promise to exercise this ministry diligently and faithfully, showing forth the love of Christ?</i></p> <p>I do, relying on God's grace.</p> <p>Pastor Bryan asked the members of the congregation to unmute their lines and shared the following:</p> <p><i>Members and friends of the church, you have heard the promises of our siblings in Christ. Here is the covenant between us:</i></p> <p>We gather in celebration and joy! It is good to be partners with you In the life and ministry of this church.</p> <p>We promise to love you, Honor your leadership, And be partners in the Gospel So that together we may be A faithful and vibrant church,</p>	

	A church with heart, In ministry for those Inside and outside these doors.	
Closing of the 2020 Annual Meeting (Ann)	<p>Ann Ross closed the meeting.</p> <p>Anne Gerke made a motion to adjourn the meeting.</p> <p>Harold Stafford seconded the motion.</p> <p>All in favor (47). No one opposed. No abstentions. Motion passed.</p> <p>Ann Ross thanked everyone for all their work and is looking forward to a wonderful 2022!</p> <p>Meeting adjourned at 11:19 am.</p>	All participated