



# Board Meeting Minutes First Christian Church February 10, 2024, 9:00 am

## 1) OPENING ITEMS

- a) Call to Order / Establish Quorum (9:01 am Ric Brightman, Phil Brooks, Rev. Patrick Crocker, Zante Garcia, Eric Hays-Strom, Scott Hays-Strom, Karen Holmes, Kamy McKenzie-Shaw, Donald Wilson)

Excused: Esther Devall

Absent:

Present: Ralph Holmes, Deb Cook, Paul Cook, Aletta Wilson,  
Barb Shaffer – Food Pantry, Neeshia Macanowicz -Lighthouse Productions

- b) Devotional Minute – Scott Welcomed us to a new board year and beginning of Lent. He read a forward to a devotional for Lent written by First Christian Church of North Hollywood. It is based on the phrase: Forward Together in Faith

- Forward – We are moving forward in our congregation. Lent is a time for inflection.
- Together – We are one church family, and we need to be open to new ideas.
- In – indeed new ideas – We need not be frightened.
- Faith – Acceptance of what is revealed in our journey.

c) Approval of Agenda:

d) Approval of Minutes:

- i) Board Meeting January 20, 2024

e) Log email vote – No email votes.

## 2) COMMITTEE REPORTS

a) Property Matters – Scott – No report

b) Technology Committee – Eric

The Monitors are here. Two of the monitors will be installed up front and one in the back of the sanctuary so the pastor can review the text as well. Dave W. and Donald W. will install the monitors.

c) Faith Action Committee – Ralph Holmes

- i) Set up mission moment speakers through May.
- (1) Ralph Holmes - Feb 11, DOC Week of Compassion
  - (2) HIV/Aids Food Pantry - March 10
  - (3) El Calvario – April 14
  - (4) Weaving for Justice - May 12
- ii) Research whether FCCLC should join the UCC “Join the Movement” toward Racial Justice Initiative.

d) Worship Committee – Eric

- Deb – The chairs are back in rows. They are researching a better mic to pick up the choir and bells. The cheapest low-end mic that will pick up a wider range is \$250.
- Scott is checking other sources for music licensing so the music we use during worship can be broadcast, i.e., Lorenz Publishing.
- Zante – Deb sewed a new table garment for the alter to celebrate lent. Zante purchased a Lenten banner that will be put up after the Feb 11<sup>th</sup> service.

- i) Attendance Report – Eric – January was a great month. The online attendance was up 50% mostly on Facebook. In house worship is up about 30%.

Question - How to involve online persons during the service? It was noted that the service can be viewed at any time, not necessarily during our worship service. Rev. Patrick stated he will mention the various countries during prayer requests. This will help inform the online audience that they are noticed and welcome.

Eric and John will check Facebook on ways to interact during the worship service.

e) Property Liaison – Karen

- i) Food Pantry Fundraising Event – April 6, noon – 7:00 pm.

Speakers on behalf of Food Pantry – Barb Shaffer, Neeshia Macanowicz  
The HIV/Food Pantry is requesting the use of FCC property to hold a fundraiser. The grants for the food pantry have dried up while the needs have grown. They request the use of the courtyard as a musical venue, silent auction, and vendors. They also requested the use of the bathrooms. In case of inclement weather they may use the atrium and sanctuary. In addition they request the use of the kitchen because a chef will provide a free meal. The food pantry was notified that the kitchen is not coded as commercial so cannot cook in the kitchen but can serve from it. Donald noted they may need a permit to serve food. Regarding the use of the indoor areas, someone will need to watch the area to ensure the security of the area. They plan to hire Jerry to clean up after the event so everything is returned to normal.

Eric moved to allow the Food Pantry fundraiser on April 6 from noon – 7:00 pm with full use of the courtyard, restrooms, and kitchen. In case of inclement weather the atrium and sanctuary may be used. Phil seconded.  
Approved

Scott will work with them regarding the contract and insurance.

- ii) Forms Folder – Karen created a folder to hold the various forms the FCC board uses. Eric stated he will move other documents into that folder.

- iii) Chapel Window and Mirror Covering – Karen brought up the concern. A meeting will be scheduled with New World Drummers and Toad Hall Productions to discuss.
- iv) FCC day use contracts: How much should we charge for different events? We should identify the possible requests for FCCLC Day Use and Scott will enter the events in a table. At the March meeting we can decide the charges.
- f) Pastoral Support Committee – Donald
- g) Pastor's Report – Rev. Patrick Crocker  
Rev. Patrick has been going to multiple meetings: Pastoral Support, Cluster Clergy, Regional Liaison, congregants.  
He received a response from Rabbi Bery Schmukler of Chabad. He thanked us for reaching out to them. There is nothing needed locally but they are sending donations to Israel. Patrick stated it may be better to send our donations to Global Ministries. The donations for Global Ministries will be managed by the Faith Action Committee.  
There was no response from the Islamic Center.
- h) Treasurer's Report – Donald – We are doing well in January.
- i) Financial Secretary's Report – Eric – We are doing well in January, and we have good pledges for the year. He noted the pledges are up from the past few years.
- i) Stewardship – Esther – no report
- j) Event Committee – Scott/Eric – no report
- k) Pastoral Search Committee – Ralph Holmes (chair)  
They have received some pastor profiles, but Ralph doesn't have access to the documents. He notified both DOC and UCC regarding the needed permission to access the document and is waiting.
- l) Security Team – Esther  
Paul - Bought security cameras but only half are up. The rest still need to be installed.
- 3) STRATEGIC PLAN REVIEW – Scott/Esther –
  - a) Review the entire Strategic Plan  
We should review the documents regarding facility maintenance for the next board meeting.
- 4) OLD BUSINESS:
  - a) Status of Jon Kessler boxes – Eric/Esther – It is in progress.
  - b) Policy and Procedure Report – Eric (Proposed and not approved)

- i) Crisis Response Plan – Esther
  - ii) Employee Handbook Policy/Procedure
  - iii) Building and use policy – Scott will add.
- c) Status: Check with the Jewish and Muslim leaders in the community on how FCCLC can help them – See under 2G Pastor’s Report
- d) Status: Follow up on the cost and feasibility of automating our front door – Bruce  
Parts are ordered to automate the door.
- e) Status: Disposal of Organ – Scott – The initial person who responded to get the organ didn’t show up, so Scott reposted the ad this morning.
- f) Status: Phone messages - possibility to have a menu to forward calls by need like pastoral support, general, etc. – Bruce  
No report – this will be moved to the Tech Committee.
- g) Status: Research to purchase an automated external defibrillator (AED) for church – Kamy  
Scott posted links about purchasing an AED for FCC.  
<https://churchleaders.com/ministry-tech-leaders/444898-aed-for-church.html>  
<https://www.aedsuperstore.com/>
- Scott also received information from Richard regarding discounts for churches purchasing an AED.  
Kamy has been researching an AED purchase and they are expensive. She is looking into discounts or donations.
- h) We received the new first aid kit. It is located in the kitchen in the cabinet under the microwave. Eric will create a sign for the cabinet, so others know where the first aid kit is located.

5) NEW BUSINESS:

6) ANNOUNCEMENTS:

- a) Open Floor – Bruce is working on the Annual Report – for the Southwest Conference
- b) The Board Roster is updated and located in the FCCBoardDirectors/FCCBoardSecretary Folder
- c) Next Board Meeting: March 16, 2024, 9 a.m.

7) ADJOURNMENT: Meeting adjourned at 10:28.

Submitted by Karen Holmes,  
Secretary