MCC Knoxville Congregational Meeting November 17, 2024

Guidelines for Meetings

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

Board: Rev. Colleen Darraugh, Steve D., Donna K., Doug K., Sharon U., Cassi W., and Linda Y.

Agenda

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

Opening prayer

Amend/Approve Agenda

Approval of Congregational Meeting minutes of April 14, 2024

Treasurer's Report

Approval of the 2025 Budget

Local Bylaw Amendment to Article IV - Members and Friends

- To eliminate confusion between active, inactive, and former member status
- To acknowledge our annual Membership Covenant Renewal process and eliminate the annual review by the Board
- To acknowledge that members do not need to be geographically local
- To clean up and simplify

Reception of Reports as a Group

- Pastor's Report
- Board of Directors Report
- Lay Delegate Report
- Food Pantry Report

Motions of Appreciation

Closing Prayer

Minutes of MCC Knoxville Congregational Meeting November 12, 2023 (Draft 2)

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

Rev. Colleen Darraugh convened the meeting at 12:29 p.m.

After recording members checked in it was determined a quorum had been met (20% of Membership: 10 is a quorum, 27 voting members were present,).

Opening Prayer – Pastor Colleen

Amend/Approve Agenda

Adjournment will be added Moved: Cassi W. Seconded: Kathy H. Approved

Approval of Congregational Meeting Minutes of November 11, 2023

Motion to approve: Donna K. Seconded: Sandy T. Approved

Election of Three Board Member (two year terms ending 2026)

There were no additional nominations. Board seats currently held by Doug K., Ruby L., and Gary W. Ruby and Gary have chosen not to continue. They were thanked for their service. Doug K., Linda Y., Sandy T., and Sharon U. stood for election. Doug K., Sharon U. and Linda Y. were elected.

Treasurer's Report

Motion to approve the Treasurer's report: Gary W. Seconded: Vicki V. Approved

Election of One Lay Delegate (3-year term ending 2027)

There were no additional nominations.

Carrie R. has served as our Lay Delegate. She was reelected.

Reception of Reports as a Group

Pastor's Report Board of Directors Report Lay Delegate Report Deacons Report Food Pantry Report

Motion to receive the reports: Ruby L. Seconded: Bob G.

Approved

Motions of Appreciation

For Steve's work in the AV Ministry Moved: Vicki V. Seconded: Linda Y. Approved

For Ruby's Board and Property work: Moved: Donna K. Seconded: Rick S.

For Colleen: Moved: Steve D. Seconded: Gina G. Approved

For Lois for APATT and Worship décor: Moved: Carrie R. Seconded: Donna K. Approved

For Rev. Caedmon and his digital ministry work: Moved: Doug K. Seconded: Steve D. Approved

For Robert White: Moved: Donna K. Seconded: Ellen C.

Pastor Colleen noted that two items raised at the Congregational Forum (placing Board minutes online and investing in CDs) were under review for action by the Board.

Adjournment

Motion to adjourn: Cathy H.

Seconded: Beth P.

Approved

Closing Prayer – Rev. Caedmon

The meeting adjourned at 12:53 p.m.

MCCK 2025 DRAFT BUDGET 2024 2024 2024 2025 2025 2025 +/- to +/- to Approved Extrapolated Extrapolated Draft +/- to Budget 2024 Budget 2024 Actual* Budget Actual* Budget INCOME FUNDRAISERS 1,500 2,218 718 4,000 167% 80% OTHER INCOME Interest Income CBBC checking & CD 50 31 (19) 2,550 5000% 8126% 0% 100% **General Conference** 500 (500) 500 **Miscellaneous & Space Sharing** 600 700 100 700 17% 0% 2,949 299 7,750 192% 163% TOTAL OTHER INCOME 2,650 0% -1% TITHES AND OFFERINGS 109,950 1,165 110,000 111,115 TOTAL INCOME 5% 3% 112,600 114,064 1,464 117,750 EXPENSES ADMINISTRATION 17% Banking and online giving fees 500 600 (100)700 40% Computer Software - Quickbooks/Breeze 500 500 1,260 152% 152% **Miscellaneous Expenses** 300 184 116 200 -33% 9% **Office Supplies** 600 296 304 300 -50% 1% 29% 56% TOTAL ADMINISTRATION 1,900 1,580 320 2,460 COMMUNITY BUILDING -60% 500 160 340 200 25% Social Committee **Fundraising Expenses** 635 (635)1,500 0% 136% TOTAL COMMUNITY BUILDING 500 795 (295) 1,700 240% 114% CONFERENCES **General Conference** 500 500 2.400 380% 380% -100% 100% Network Gatherings 500 500 TOTAL CONFERENCES 1,000 500 500 2,400 140% 380% DENOMINATIONAL SUPPORT **Board of Pensions** 1,000 1,071 (71) 1,200 20% 12% (1,921) UFMCC Assessment @ 10% 10,290 12,211 11,000 7% -10% TOTAL DENOMINATIONAL SUPPORT 11,290 13,282 (1,992)12,200 8% -8% FACILITIES Alarm System 800 600 200 600 -25% 0% **Building Maint./Improvements** 1,500 5,049 (3, 549)2,400 60% -52% Cleaning 2,600 2,667 (67) 2,600 0% -3% Copier 340 372 (32) 370 9% -1% 2,072 Insurance 6,800 4,728 5,275 -22% 12% Internet & Phone 2,250 4,441 (2,191) 1,900 -16% -57% Lawn Care 2,600 1,371 1,229 1,500 -42% 9% Pest Control 400 400 400 0% 0% Utilities - Electric/Propane/Sewage 5,800 5,621 179 6,600 14% 17% TOTAL FACILITIES 23,090 25,249 (2, 159)21,645 -6% -14% OUTREACH ACT Blanket Ministry 200 200 100 -50% 100% Marketing, Advertising and other Outreach 1,400 1,357 43 500 -64% -63% 500 100% Pride 300 272 28 67% Johannesburg Sister Church (30) 100% 100% 1,600 1,630 1,600 -23% -17% TOTAL OUTREACH 3,500 3,259 241 2,700 PASTOR Cell phone 1,600 1,600 _ 1,600 0% 0% Continuing Edu/Professional Exp 1,100 1,100 1,100 0% 100% 18.000 Housing 18.000 18.000 0% 0% -Salary 27,000 27,000 30,000 11% 11% -100% #DIV/0! Travel 200 200 UFMCC (License Renewal) 175 0% 0% TOTAL PASTOR 47.900 46.600 1,300 50,875 6% 9%

	2024 Approved Budget	2024 Extrapolated Actual*	2024 Extrapolated +/- to Budget	2025 <mark>Draft</mark> Budget	2025 +/- to 2024 Budget	2025 +/- to 2024 Actual*
STAFF						
Musicians	5,000	1,833	3,167	5,700	14%	211%
Associate Pastor/Intern	9,600	9,600	-	9,600	0%	0%
Gifts & Bonuses	3,000	2,667	333	1,500	-50%	-44%
Payroll Taxes	1,350	849	501	850	-37%	0%
TOTAL STAFF	18,950	14,949	4,001	17,650	-7%	18%
TECHNOLOGY						
Computers & Equipment	1,000	338	662	2,500	150%	640%
Zoom, GoDaddy, ReStream	600	522	78	600	0%	15%
Web Hosting	300	300	-	300	0%	0%
TOTAL TECHNOLOGY	1,900	1,160	740	3,400	79%	193%
TN STATE ANNUAL INCORPORATION FEE	20	20	-	20	0%	0%
WORSHIP						
Honorariums	800	900	(100)	1,000	25%	11%
Music purchase	-	-	-	-		0%
Music licenses	250	249	1	200	-20%	-20%
Worship Supplies & Resources	1,000	720	280	1,500	50%	108%
TOTAL WORSHIP	2,050	1,869	181	2,700	32%	44%
TOTAL EXPENSES	112,100	109,263	2,837	117,750	5%	8%
TOTAL INCOME	112,600	114,064	1,464	117,750	5%	3%

Major Maintenance Items

	Future Years Budget
ANTICIPATED EXPENSE	
Speaker system	6,000
Replace roof on annex	5,000
Replace Sanctuary roof	15,000
TOTAL ANTICIPATED EXPENSE	26,000

- To eliminate confusion between active, inactive, and former member status
- To acknowledge our annual Membership Covenant Renewal process and eliminate the annual review by the Board
- To acknowledge that members do not need to be geographically local
- To clean up and simplify

Original

A. Criteria for Membership – Any baptized Christian who has completed a membership class may become a Member by participating in the Rite of Membership. A Member in good standing is a Member who registers their attendance, provides identifiable financial support, definite service contribution, and demonstrates interest.

PROPOSED REVISION

A. Criteria for Membership – Any baptized Christian who has completed a membership class may become a Member by participating in the Rite of Membership. A Member in good standing is a Member who over the past year has a record of attendance (onsite or online), financial and service contributions, as well as demonstrated interest by signing the annual Membership Covenant Renewal. Membership is not restricted by geographical location.

ORIGINAL 1. Membership List – The list of Members in good standing shall be maintained by the church staff, who shall report changes at the Board Meeting prior to a Congregational Meeting and the Board Meeting that deals with Membership Review.

PROPOSED REVISION

 Membership List – The list of Members in good standing shall be maintained by the Clerk of the Board, who shall report changes at regularly scheduled Board Meetings. At the Board Meeting prior to a Congregational Meeting, the Membership List shall be reviewed to confirm the total number of Members and the number required for quorum.

ORIGINAL

- 2. (Strike original) Membership Review The Board shall seek to review the membership list once in a twelve month period.
 - a. **Strike original** A Member who does not have registered attendance, identified support, definitive service contribution, and demonstrated interest

within the preceding six (6) months to one (1) year may be removed from the list of Members in good standing and placed on a list of inactive Members.

- b. **Strike original** The Board shall notify this Member in writing that the Member has been placed on a list of inactive Members and is not eligible to vote at any business meeting of the church.
- c. **Strike original** If the inactive Member has not attended, provided identifiable financial support, and demonstrated further interest for a period of two (2) months immediately following notification, the Board shall have the authority, at its discretion, to drop any such Member from the local church membership roll. Upon request a person may remain on the inactive roll for an indefinite period of time.
- d. **Strike original** The inactive Member may be restored to the list of Members in good standing by a vote of the Board without a public reception into membership.
- e. **Strike original** The inactive Membership who is not restored during the period of two months immediately following notification or has not requested to remain on the inactive list shall be considered a former Member.
- f. **Strike original** A former Member may be restored to the list of Members in good standing after completing a membership class and participating in the Rite of Membership.

PROPOSED REVISION

2. **Membership Covenant Renewal** – During the season of Lent, Members will be asked to prayerfully consider their membership covenants and to submit their annual Membership Covenant Renewal. Information about this process and the Membership Covenant Renewal form will be communicated multiple times via the church's communication tools (example: newsletter, social media, website) and in worship announcements.

a) Around Easter, there will be a renewal of Membership Covenants in a worship service. This shall serve as a public commitment to one another and a public witness to those who are not members.

- b) During the month following Easter, the Pastor shall arrange for follow-up with those members who have not signed a Membership Covenant Renewal.
- c) Having been contacted by the means available to the Church (example: email, phone, mail) and not receiving a signed membership covenant renewal or response, that person shall be considered a former member.

- d) A former Member may be restored to the list of Members in good standing after meeting with the Pastor, completing a membership class update (at the Pastor's discretion), and signing the Membership Covenant. Depending on the length of time the person has been a former member, they may or may not be required (at the Pastor's discretion) to participate in the Rite of Membership.
- e) Should someone decide not to renew their membership covenants and informs the Church, they may choose to remain a Friend of the Church or become a former member.

Original

3. Right to Appeal – A decision by the Board to drop an inactive Member from the local church membership roll is not subject to appeal.

PROPOSED STRIKE ORIGINAL

Original

- B. **Friends of the Church** A person who, for one reason or another, feels unable to become a Member but who supports the goals of the church and wants to be a part of the work of the church may be designated as a Friend of the Church.
 - 1. List of Friends of the Church The list of the Friends of the Church shall be maintained by the church staff.
 - Limitations on Friends of the Church Friends may serve on appointed committees and may participate in all activities of the church. Friends may not vote at Congregational Meetings or serve on the Board of Directors. Friends shall not be considered in determining the number of Lay Delegates.

Proposed Revision

In B.1. strike "the church staff." Replace with "the Clerk of the Board."

Original

C. Discipline of Members and Friends – The church cannot condone disloyalty or unbecoming conduct on the part of any Member or Friend. The Board is empowered to remove by majority vote any Member or Friend or take other appropriate disciplinary action.

PROPOSED REVISION

C. Discipline of Members and Friends – The church cannot condone disloyalty or unbecoming conduct (as defined by UFMCC) on the part of any Member or Friend. The Board is empowered to remove by majority vote any Member or Friend or take other appropriate disciplinary action.

Original

1. Right to Appeal – The action of the Board may be appealed to the next regular Congregational Meeting or a Special Congregational Meeting called for that purpose. The decision of the Congregational Meeting is final. Pending the outcome of the appeal of discipline, the disciplined Member or Friend shall remain under discipline and shall retain the right to vote at regular and Special Congregational Meetings, including the Congregational Meeting held to consider the appeal.

PROPOSED REVISION

 Right to Appeal – The action of the Board may be appealed to the next regular meeting of the Board and/or regular Congregational Meeting or a Special Congregational Meeting called for that purpose. The decision of the Congregational Meeting is final.

Original

a) Appeal Process – The request for an appeal shall be submitted to the Clerk of the Board within thirty (30) days following the date when the inactive Member was dropped from the local church membership roll.

PROPOSED REVISION

 a) Appeal Process – The request for an appeal shall be submitted to the Clerk of the Board within thirty (30) days following the date when the inactive Member was dropped from the local church membership roll.

b) The Board may consider the appeal and reverse its earlier decision without taking the matter to the Congregational Meeting. [*no change*]

Original

c) Should the Board sustain its earlier decision and the inactive Member wishes the appeal to continue, the request shall be included as an agenda item for the next regular Congregational Meeting or a Special Congregational Meeting called for the purpose of considering the appeal.

PROPOSED REVISION

Remove section c as it duplicates in essence what is in #1.

Fall Congregational Meeting 2024 – Pastor's Report – Rev. Colleen Darraugh

Perhaps the best news to report is that we have received **7 new members** since our last Congregational Meeting! Four of those new members are in their 20's! We are excited that some younger people have been visiting our congregation and so glad that they can now see 20 somethings amongst our membership. We value every decade of our membership!

Our worship services have featured what I hope you have experienced as meaningful series such as "Share the Dream" and "Do Unto Others." Our worship space has been made beautiful by Lois and her team with banners and original artwork. We are now engaged with preparations for Advent and Christmas worship – art, banners, planning, and special events. We were able to once again welcome Gospel Singer Marvin Matthews to our church who blessed us in song. At times that I travelled, we were blessed with guest preachers such as Rev. Glenna Shepherd, Rev. Marie Alford-Harkey, Jessie Gray, and Rev. Caedmon Grace. We continue to strive to make worship meaningful for those online as well as those onsite.

While things did not work out with the **musician** who was with us for the month of March (Jackie took a position as organist and music director of another church), I continued to try to find us an accompanist or music director. I thought I had someone lined up. They had a personal emergency and cancelled then pulled out of consideration. They had just changed their day job which became more than they had anticipated. I continue to keep my eyes and ears open for a church musician. Meanwhile, we have been so blessed by the singing of Jason, Gary, Rick, and Shelly!

In a similar series of events, we had a **clergy intern** lined up to begin to serve with us this past summer. Unfortunately for us and fortunately for her, the week she was to begin, she got offered a job as a church Youth Director. This meant she could work full-time, get paid, and get credit for her field education. We remain on the list of remote contextual education sites with the seminary I am attending and on the list of sites with the MCC denomination.

Last spring, we reported several **new ministries**: monthly book club, hiking and walking group, and Out and About group. These groups continue to meet and involve people beyond the worship congregation. Thanks to Linda Yaeger for her work coordinating the Hiking and the Out and About groups. Soon we will be hosting a "house meeting" for **Justice Knox** at MCC Knoxville where we can talk about our justice concerns. I'd very much like to identify a few people who would represent MCCK to Justice Knox and bring information from that organization back to MCCK. If you are interested in the work of justice in our city, please consider this. Back in the summer, we said thank you to our Deacons and retired the Deacon program. Recently, I have been advertising for people to join the **Congregational Care Team**. I have a few volunteers and will be approaching some others to share in smaller pieces of the work of caring for the congregation. It is not too late to join this team. You can set a healthy boundary of how much time you can give and identify what pieces you want to work on. This needs to be manageable for everyone. Please let me know if you have questions or need more information or are interested in the training.

Perhaps the other big project of the last several months is our **Chair campaign**! We know our church chairs are not comfortable. The effort to purchase new chairs is to make our church more welcoming and comfortable for regulars and visitors alike. Our new chairs will include 20 matching chairs with arms to make it a little easier for those who need some assistance. We are hopeful to get the new chairs before Christmas. Merry Christmas! We are still raising funds for the chairs and encourage those who are able to do so to donate \$100 for a chair for yourself and maybe another \$100 for a chair for someone else or whatever extra you can afford.

I continue to be involved with **Pride Interfaith Knox** as one of the cochairs. We hosted our Annual Pride Gathering in June and a Get out the Vote Rally in October. We had a table at WeKno Pride and SoKo Pride. We host quarterly meetings with area clergy and faith community representatives. I also continue my support of **APATT** by now serving on that Board as Clerk. I appreciate all of you who volunteer so faithfully for APATT! I remain on the Steering Committee and Research Team of **FACT** (Faith Communities Today). We had a meeting this summer in Louisville, and you will shortly be hearing about our national attender survey. Lastly, in the category of other boards, I am serving on the Executive Committee of **Sing for the Cure 2025**. This is the 25th anniversary of an amazing choral symphony. I was part of the preparations and singing of the world premier 25 years ago. Now to celebrate this anniversary, many choruses across America will sing this work again and a chorus of almost 300 singers will sing it at Lincoln Center on November 23, 2025. Shelly and I will be amongst those singers and Shelly will be one of the soloists!

This is my third year in my **doctoral program** in **Digital Ministry**. This semester I am working on my Dissertation Proposal and research. Next semester I will be doing a practicum which I hope to do with MCC of Greater St. Louis and our own church. I may also be working with a group of churches in the Bay area of California. I will be surveying their congregations pre-and-post a training that I will be leading for Digital Teams. It is my hope to lead a day-long Intensive ahead of MCC's General Conference in July 2025. Rev. Caedmon Grace has continued to make us visible on Facebook and Instagram as well as ensuring our full service plus an edited word and message version are posted on YouTube.

YouTube is the second most popular search engine in the world. It matters that we are there.

As part of making the Word of God be heard, Steve Dashper and I have been engaged in evaluating our current **AV** equipment and assessing our needs to upgrade. We have an amplifier that cuts out from time to time that desperately needs to be replaced. Our sound system contains equipment that is over 25 years old and was second hand then. It has other pieces that are 15-20 years old and second hand. Sound systems were analog and now they are digital. We need to upgrade our system, however that could be an expensive endeavor. We have been looking at the most urgent needs and how we might phase in improvements to our equipment. The last thing we want is for the system to go down on a Sunday morning losing the sound for either or both our online or onsite congregations!

As a church, we continue to help those in need. We have been able to assist people with our **benevolence fund** and our **medical expense support fund**. We have helped with school expenses, with a laptop for a student, with rental expenses, and medical bills. We have also supported our sister church in Johannesburg, South Africa including providing for our sister church pastors to visit Knoxville. We partnered with the Community Fridge project storing supplies for them and helping make sandwiches on the fourth Sunday of the month. We continue to make sandwiches for APATT on the second Sunday of the month.

Our outreach happens through our digital ministry, our zoom classes, our partnerships, and our presence in the community. Still there are so many who have not heard of MCC! We have work to do. We have good news of inclusion and unconditional love to share. Whatever happens in this election cycle, I hope you will continue to join me in sharing the liberating gospel of Jesus. I hope we will continue to raise spiritual activists for justice and love.

It is my honor and privilege to serve amongst you as your pastor. I hope you pray for me just as I pray for you. I hope you will support our efforts with your prayers, your volunteerism, and your tithes and offerings. We are making a difference. Thank you!

BOARD OF DIRECTORS REPORT Congregational Meeting November 17, 2024

The Board of Directors works on behalf of the congregation as steward and administrator of the church's funds. The Board also supports both short and long term church plans and activities. Since the last Congregational Meeting on April 14, 2024, the Board has:

- * Met seven times virtually via Zoom. Other business was handled by email.
- * Welcomed new Board members Linda and Sharon. Carrie was re-elected as Lay Delegate.
- * Board officers are Vice moderator Cassi; Clerk: Doug; Steve will handle Congregational meeting agendas; Donna is Treasurer and Linda Assistant Treasurer
- * Monitored income and expenses to ensure that the mission of the church continues. We are thankful for the generosity of our members and friends that has allowed us to continue to pay all our bills on time.
- * Reviewed the Church's insurance policy and changed insurers.
- * Approved a Building Use Policy for individuals and group wishing to use church facilities.
- * Reviewed Bylaws and made changes to present for approval at the November Congregational meeting.
- * Approved a yard sale that was a financial success.
- * Approved Revs. Nokuthula and Paul for a worship service. Marvin Matthews and Bobby Jo Valentine were approved for a music worship service and concert.
- * Under Steve's guidance the AV Ministry continues to receive improvements. He provided oversight for equipment upgrades and Internet service changes, including network cabling and improved networking. Steve has been assisted by Sharon, Shelly, Vicki, Richie, and Sandy in delivering Sunday AV worship coverage onsite and on Zoom and Facebook.
- * Reviewed manufacturers' chairs and approved sanctuary chair purchases.
- * Ensured that the primary functions of the office remain covered with volunteers. We thank Robert for the hours he spends in the office each week. We also thank C.B., who remotely keeps up with office voicemail messages during the week.
- * Your Board worked closely with Pastor Colleen, Treasurer Donna, and Linda on the budget development process.
- * Sharon has been overseeing church facilities and making recommendations for repairs and improvements.
- * We also thank Gina and Sharon for hosting our monthly Friday Game nights.

10-21-24

Lay Delegate Report November 17, 2024

Dear MCC-Knoxville Congregation,

I have been serving as your lay delegate since being elected in October 2020. Since my last report at the spring congregational meeting, I have continued to receive and review the bimonthly newsletter called CONNECT, which shares the general workings of our global church including the council of elders, virtual and ongoing events, the governing board, and many resources. Anyone can sign up to receive this newsletter online at ufmcc.org.

Again, the highlight of my time served was the July 2022 General Conference where it was virtual and was streamed at our church for all to see. There were great keynote speakers, and a business meeting was held. This included the election of new clergy and lay members to our governing board and the presentation of UFMCC's extremely solvent financial report! As a reminder, the governing board consists of our moderator Reverend Cecilia Eggleston, Reverend Beulah Durrheim, Reverend Joseph San Jose, Reverend Marie Alford-Harkey, Reverend Alberto Najera, Chad Hobbs, Leo Rossetti, Mark Godette and James Chavis. Your council of Elders consists of Cecilia Eggleston, Hattie Alexander-Key, Mark Byrd, Nokathula Dhladhla, Velma Garcia, Rich Hendricks, Aaron Miller, Elaine SaraleguiCaraballo and Stuart Sutherland.

In 2024, I have attended one of two MCC-Knoxville board meetings per the lay delegate requirements.

I'm looking forward to representing our congregation, along with Pastor Colleen at the 2024 General Conference in Scottsdale, Arizona July 3-6, 2025. All are welcome to attend onsite or online even if you are not an MCC member. Early Bird rates (by December 31, 2024) are \$325 onsite and \$200 online. The business forum (May31, 2025) and the business meeting (June 7, 2025) will be held online.

I look forward to keeping our congregation informed as we near these important events in 2025!

Yours in Christ,

Carrie Roller