

## Secretary's Report

### 57<sup>th</sup> Annual Meeting

The Minutes of the acts and proceedings of the 56<sup>th</sup> Annual Meeting of Penn Central Conference of the United Church of Christ, in session at the Susquehanna University, Selinsgrove, Pennsylvania, June 8-9, 2018 were recorded, tabulated, edited, duplicated and distributed among the churches of the Conference, to officers of the denomination and/or any other person or institutions concerned with the same.

The Minutes of the meetings of the Executive committee and Board of Directors of the Conference have been kept, recorded, duplicated and distributed among the officers, members of the Board of Directors and staff, and copies are filed with the Secretary and in the Conference Office, and are available to all persons interested in and authorized to review them. A record of the attendance of all members of the Board of Directors, Executive Committee and staff at all meetings is recorded with these Minutes.

**PERTINENT ACTIONS TAKEN BY THE BOARD OF DIRECTORS AND THE EXECUTIVE COMMITTEE** (A full text of meeting minutes is available in the Conference office).

#### MEETINGS OF THE BOARD OF DIRECTORS AND THE EXECUTIVE COMMITTEE

The Board of Directors met on the following dates: June 8, 2018; August 29, 2018; October 20<sup>th</sup>, 2018; November 26, 2018 (Executive Committee); January 5<sup>th</sup>, 2019; February 16<sup>th</sup>, 2019; March 9<sup>th</sup>, 2019; April 6<sup>th</sup>, 2019; May 19<sup>th</sup>, 2019

#### **June 8, 2018 the Board of Directors Voted:**

1. To approve an Innovation Grant program, providing partial funding (seed money) for congregational innovative ministry initiatives in local congregations of PCC. Minimum grant awards will be \$1,500 and maximum grants \$5,000. The total amount of the Innovation Grant program will be \$20,000 with no more than four grants being awarded annually.
2. To provide Rev. Nora Foust with professional development support in pursuit of her doctoral program at Lancaster Theological Seminary:
  - \$2,000 in funding each year for three years
  - Ten (10) days per calendar year to do Intensives on campus
3. To establish a search committee for Associate Conference Minister for Discernment

#### **At a Special Meeting on August 29<sup>th</sup>, 2018, the Board of Directors voted:**

1. To approve the Conference Profile, job description, and salary range for Area Conference Minister for Congregational Discernment.
2. To authorize a line item of up to \$10,000 for travel, moving expenses, and associated costs for the Search Committee.

3. To approve the Hartman Center Committee's resolution to establish a 501(c)(3) with an independent Board of Directors.

**October 20<sup>th</sup>, 2018 the Board of Directors Voted:**

1. To approve housing allowances at the following amounts:  
Monica Dawkins-Smith -- \$24,000  
Nora Foust -- \$22,000
2. To adopt the UCC Pension Plan rules to govern Penn Central Conference Employee Pension Plans
3. To submit the Creation Justice Ministry Team resolution for adoption at the 2019 General Synod
4. To partner with the Pension Board for a Capital Campaign
5. To do minimal repairs to Hartman Center's stone house due to water damage, use the remainder of the insurance money to improve other areas of Hartman Center, and establish a Historical Restoration Committee to determine how best to preserve the structure.
6. To award a \$1,600 Innovation Grant to New Covenant UCC in Williamsport.

**January 5<sup>th</sup>, 2019 the Board of Directors Voted:**

1. To work with the Pension Board to develop a fundraising campaign to support the Ministerial Assistance Fund, establishing a goal of \$150,000 over a 3-5 year period of time, with \$50,000 of that goal designated to Hartman Center.
2. To temporarily suspend the Search process for an ACM for Congregational Discernment, using the time to allow for further review, study, and clarification of roles and compensation package.

**In a Special Meeting on February 16<sup>th</sup>, 2019 the Board of Directors Voted:**

1. To terminate the contract with the Conference Minister, following the requirements set forth in the call agreement. This was a unanimous decision of the Board of Directors.

**In a Special Meeting on March 9<sup>th</sup>, 2019, the Board of Directors Voted:**

1. To appoint Rev. Bill LaSalle as Acting Moderator and Rev. Ann Graves as Acting Conference Minister for a brief transition period.
2. To compensate the acting Conference Minister, effective 3/9/19, using a unit-based structure for payment, \$150 per unit of 4 hours, and include reimbursement for related expenses
3. To appoint the following individuals as temporary Area Conference Ministers for Search and Call:  
Rev. John Fureman (Lebanon, Lancaster, and Harrisburg Associations)  
Rev. Richard Gordon (York, Gettysburg, and Mercersburg Associations)  
Rev. Sally Dreese to cover Northern and Central Associations.
4. To compensate the Search and Call Ministers by establishing 2 hour units of compensation at \$50 per unit
5. To hire a Transitional Conference Minister for a designated period of 12 months, with the options to continue after that period.
6. To convene a Search Committee comprised of the acting Conference Minister, chairs of standing Board committees and the officers of the Board

7. To create a Staffing Task Force to review current job descriptions and make recommendations to the Board for changes (taking into consideration the self-study priorities and financial parameters.)

**April 6<sup>th</sup>, 2019 the Board of Directors Voted:**

1. To adopt the basic agenda for the 57th Annual Meeting
2. To designate the offering from the 56th Annual Meeting to be distributed: 50% to Our Churches Wider Mission (OCWM) and 50% toward Lancaster Theological Seminary
3. To appoint the Executive Committee to serve as the Committee of Reference to review any resolutions submitted and propose if and how they should be presented to Conference Annual Meeting
4. To hold regularly scheduled meetings of the Board of Directors in the 2018-19 program:  
Friday, June 7, 2019 - Susquehanna University- Annual Meeting  
Saturday, October 5, 2019  
Saturday, January 11, 2020  
Saturday, April 4, 2020
5. To allow the Transitional Conference Minister, at the completion of the designated time period and a successful performance review, to be brought to the delegates to be voted in as the Settled Conference Minister.
6. To adopt 2020 Penn Central Conference budget at \$1,070,720.00
7. To approve a one (1) time withdrawal of \$60,000 from the Wilbur Valentine bequest to address the cashflow situation from January and February 2019
8. To reduce the percentage from 20% to 10% for the contributions to the national church for OCWM effective April 1, 2019 until the June board meeting at which time we will revisit this decision.

**At a May 19<sup>th</sup>, 2019 Special Meeting, the Board of Directors voted:**

1. To enter into covenant with Rev. Dr. Carolyne Call to become the Transitional Conference Minister of Penn Central Conference beginning August 1, 2019.

Respectfully Submitted,

Elspeth Williams