

Call to Annual Congregational Meeting (2024)

Congregational Church of West Medford UCC dba Sanctuary United Church of Christ

ONLINE ONLY – Sunday, June 23, 2024 (1:00 pm – 2:30 pm)

Following the meeting, the minutes and video of this meeting will be posted here.

The Officers and Leadership Circle of the Congregational Church of West Medford | Sanctuary UCC issue this call to the Annual Congregational Meeting of the Governing Body with the agenda as follows:

1. Receive: Annual Ministry Report;
2. Receive, Discuss, Vote to Approve: 2023-2024 Year-To-Date Draft Financial Reports;
3. Receive, Discuss, Vote to Approve: Leadership Circle/Committee of the Whole (LC/COW) recommendation for the 2024-2025 Mission and Ministry Plan to prioritize Sanctuary's unique Mission and Ministry model with a faithful budget while we remain engaged in the partnership with Hillside Community Church;
4. Vote on LC Recommendation regarding [Sanctuary UCC Bylaws](#) to extend actions to:
 1. Use a "Committee of the Whole" model for 2024-2025 to address the work of the Leadership Circle as defined in Bylaws Article V. Leadership Circle (Board);
 2. Suspend bylaw requirement for two standing committees for 2024/2025;
 1. Article VII. A. Circles and Service Team; and
 2. Article VII. C. Pastor Parish Relations Committee.
5. Vote to elect "Committee of the Whole" as the Leadership Circle for 2024/2025;
6. Receive, Discuss, Vote to Approve: Proposed 07.01.2024—06.30.2025 Budget;
7. Vote to extend Lead Pastor Contract to June 30, 2026;
8. Consider other new business as brought forth by members of the congregation as per the bylaws.

Members Present to create a quorum:

Rev. Wendy Miller Olapade, Terri Bracy, Carvina Williams, Paul Roberts, Julie Roberts, Ben Jacques, Becky Jacques, Christy Miller, Sarah Medrano-Palmer, Branwen L. Cook, Aaron Olapade, Liz Douglass, Charlene Duffy

1:05pm: Welcome and 'call to order' from Moderator Christy Miller

1. Branwen Cook motions to wave official reading commence meeting, Paul Roberts seconds this motion
 - All members motion in favor of; zero abstentions, zero nays

1:08pm: Rev. Wendy begins with a prayer of centering/grounding and takes a minute to listen to a musical score

1:12pm: Moderator Christy Miller begins official agenda.

1:14pm: Paul Roberts and Rev. Wendy begin discussing the '2023-2024 Year-To-Date Draft Financial Reports'

1. Christy Miller had a question about...
2. Rev. Wendy makes a motion/proposal to move funds from 'Other Mission Trips' fund (\$2,464.79) to the AM2PM mission, Ben Jacques seconds this motion/proposal
 - All members motion in favor, zero abstentions, zero nays
3. Christy Motions to the community to accept these 4 financial reports given:
YTD Financial Reports for Annual Meeting
 - [2023.07.01 – 2024.06.20 YTD Budget Versus Actuals](#) (Data/Quickbooks reconciled through May 31, 2024)
 - [2024.06.20 YTD Financial Position](#) (QB Report Manually Updated with 05.31.2024 UCF & Parsonage Value)
 - [2023.06.23. Report of the Trustees](#)
 - [2023.06.20 Restricted Fund and Restricted Savings Report](#) (with UCF Funds as of May 31, 2024)
4. Terri Bracy motions to accept, Liz Douglass seconds
 - All members motion in favor, zero abstentions, zero nays

1:35pm: Rev. Wendy discusses the 2024-2025 Mission and Ministry Plan

1. Some discussion about particular budgetary line items and how they impact the 2024/2025 fiscal year.
2. Aaron Olapade motions to accept the 2024-2025 Mission and Ministry Plan, and the accompanying budget, Carvina Williams seconds
 - All members motion in favor, zero abstentions, zero nays

2:00pm: Moderator Christy Miller speaks about the 'Sanctuary UCC Bylaws extension recommendation

- Because this was a recommendation by the Committee of the Whole, we do not need to have anyone motion.
- All members motion in favor, zero abstentions, zero nays

2:04pm: A vote to elect "Committee of the Whole"

- All members motion in favor, zero abstentions, zero nays

2:05PM: Discussion to extend 'lead pastor contract to June 30, 2026'

1. Terri Bracy raises question about the term 'interim' vs 'settled' pastor title, why do we not label Rev. Wendy as a settled pastor after ten years of service?

- *Amendment offered by Christy, seconded by Branwen - This extension and its financial obligations are voided if and when Rev. Miller Olapade secures comparable employment elsewhere (Amend to add: except in the matter of a merger with Hillside) or would be terminated for due cause, i.e., inappropriate professional or personal conduct.*
 - *Paul makes the point that adding this might create more challenges for the merger.*
 - *We intend that this be valid no matter what happens in the merger with Hillside*
 - *Christy withdraws Amendment, Branwen accepts.*
2. Christy Miller votes to approve the contract, but does not require a second.
- All members motion in favor, one abstention by Rev. Wendy

2:19pm: Moderator raises question about other potential new business

1. Paul Roberts makes a point about the cost of records/documents keeping in a storage unit, ranging from \$1500 - \$2000 annually
2. Branwen discuss/suggests that we become influencers/talk about making the hillside bulletins more inclusive
3. Paul would like to commend Erin Sennot for her contribution as treasurer, and Liz Douglass for her contributions as Clerk

2:27pm: Rev. Wendy shares a closing prayer and thanks everyone for making the time.