

## Congregational Meeting Sunday, May 22, 2011

The meeting was called to consider next steps in the building process. Presentation updates were provided by the Building Committee and the Capital Campaign Committee with high lights as follows:

**Building Committee** - The appropriate review bodies at the county and city are in agreement with the outline plans we have discussed for resolving outstanding issues from February 20<sup>th</sup> update to our congregation. We now must go through the actual statutory review on three issues:

- 1. Site Drainage** – Storm water control plans will be completed and submitted to the county showing a new drainage tile running from our detention pond to the creek. A new drainage tile will be located on the park land immediately west of our property. An easement will be required from the city for the drainage tile which will benefit both our site and the city property. The easement process will take a minimum of three months to complete after the county approves our storm water plan.
- 2. Site Access** –For our currently proposed construction the county has indicated that we will not be required to install a turn lane to access our property from Plank Road. We will have to increase the dedicated set back on Plank Road for future highway improvements and we should expect to revisit the access improvements issue when we would seek to expand the proposed new church at a future time.
- 3. Zoning** – With the completion of storm water plans, we will be in a position to apply for a change in zoning to allow for church use of our entire site. While there are no outstanding reasons for the zoning change not to be granted, the process of rezoning will require a minimum of three months to complete.

The Building Committee has worked diligently on resolving the outstanding issues and holding costs to a minimum. Overcoming the problems that have been addressed has taken considerably longer than anyone would have estimated. In addition the regulatory processes that must be completed before construction will push the earliest construction start date into September or later. A fall start would drive up costs related to poor building weather. The Building Committee is recommending that all efforts be continued to complete building plans and the regulatory processes this year. However, the construction start date should be deferred until the weather allows in the spring of 2012. This timing would avoid the added costs of winter construction and allow us to capitalize on the favorable subcontractor bidding climate that exists every year at the end of winter.

At our last update meeting in February, the contractor estimate for construction was \$1,721,000. That number included site improvements (grading, driveways, parking, drainage, etc.), building the new church building, and building code improvements to the house for our use (alarms systems, disability access, etc.). The contractor cost estimate has dropped to \$1,650,000. The Building Committee has set a goal of between \$1,500,000 and \$1,600,000 for this work and will continue seeking ways to reduce the total cost to complete the planned work. The congregation approved \$75,000 last fall for the committee to complete plans and submit a final maximum cost for construction. To date \$11,345 in invoices has been paid for completed work. The committee believes the assignment can still be completed within the \$75,000 approved amount. It should be noted that other costs exist related to the new church. There will be added costs for furnishings and for financing.

**Capital Campaign** – After considerable review, the committee has recommended that a professional fund raiser be retained to educate us on process and to oversee our fund raising drive. The capital campaign drive would be run in conjunction with our annual stewardship drive. This combined approach would better train us for future stewardship campaigns and avoid the misconception that funds needed to operate our church could be diverted to the capital campaign. The firm of Havey & Associates was recommended for this work by the UCC National office and the local conference personnel. Reference checks with other congregations have confirmed these recommendations.

Havey & Associates have extensive credentials:

- 33 years of non-profit fund raising experience
- 22 years specializing in Church fundraising
- Have led campaigns resulting in \$89,000,000 of fundraising with an average of 23% pledges over individual campaign targets

The campaign would be designed by Havey & Associates and implemented by members of our church:

- The fundraiser will work with our pastor to incorporate spirituality and a faith based approach to spread the message and gain financial support for our campaign
- Havey & Associates will not directly call on our congregation to raise funds. They will prepare the campaign plan, case for support, campaign organization, timetables, strategy, public relations materials, and training.
- support the campaign through both the 6 month implementation phase to gather pledges and the following 5 year pledge period to track actual pledge fulfillment.
- Havey & Associates fees would be a flat \$40,000 plus administrative costs of \$10,000 to \$15,000.

Administrative costs include secretarial time, printing, postage, pledge tracking software and related services. The Capital Campaign Committee has already shaved \$1,000 off of the standard fee schedule and is negotiating to see where we might reduce administrative costs.

The recommendation from both the Capital Campaign and Building Committees was to hire the firm of Havey & Associates to assist in the capital campaign process. The Church Council recommended unanimously that the congregation approve this plan. The following ballot was completed at the congregational meeting:

### **Resolution For Capital Campaign**

To move boldly into the future, to accomplish our mission as faithful church, and to provide opportunities for growth in our witness to the grace and love of God through worship, fellowship, education and outreach, the Church Council unanimously recommends that the congregation act on the Capital Campaign recommendation to approve the capital campaign. First and foremost, the purpose of the campaign will be to reduce our mortgage burden, thereby increasing cash flow to accomplish our mission.

The Council presents the following parameters to the congregation for its approval:

- Five-year campaign to run from 2011 through 2016, with the primary purpose of reducing our mortgage burden;
- A minimum goal of \$750,000 and a “challenge goal” of \$1,250,000
- Retention of the fundraising consulting firm of Havey & Associates for a flat fee of \$41,000 and payment of additional administrative expenses, anticipated to be between \$10,000 and \$15,000.

\_\_\_\_\_ I vote “YES” to the capital campaign under the parameters set forth above. By voting “YES” for the campaign, I pledge to support the campaign to the best of my ability with my contributions, prayers and involvement in order to ensure its success for the future of our church.

\_\_\_\_\_ I vote “NO” to the capital campaign

### **Voting Results**

There were 59 ballots cast with 49 yes, 9 no, and 1 ballot that was not completed to show intent. The firm of Havey & Associates will be retained for our fund raising drive.

### **Summary**

After completion of the fund raising drive and completion of the building design process an additional congregational meeting will be called. That meeting will be called to vote on starting construction based on funds on hand, pledges to be fulfilled from the capital campaign, and the maximum construction costs from completed plans. The target timing for this meeting is January 2012.

—*Myron Meglin*

President