

Plymouth Church, United Church of Christ
1217 6th Ave
Seattle WA 98101
www.plymouthchurchseattle.org

CONGREGATIONAL COUNCIL Meeting Minutes
Meeting Date: January 26, 2018

ATTENDANCE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Al Wallace | <input checked="" type="checkbox"/> Kathleen Wilson | <input checked="" type="checkbox"/> Staff: |
| <input type="checkbox"/> Lori Kaid | <input type="checkbox"/> Kyna Shilling | Rev. Steve Davis |
| <input type="checkbox"/> Dan Landes | <input type="checkbox"/> Madeline Beery | |
| <input checked="" type="checkbox"/> Bing Tso | <input type="checkbox"/> Paul Ford | |
| <input checked="" type="checkbox"/> Doug James | <input checked="" type="checkbox"/> Jane Dunkel | <input type="checkbox"/> Guests: |
| <input type="checkbox"/> Margot Page | <input checked="" type="checkbox"/> Katherine Guthrie | |

AGENDA ITEMS:

Al Wallace called the meeting to order at 12:03 pm.

1) Call letters

- a) At long last, we are ready to vote on the call letters. Steve collated letters and perspectives from other congregations, and then an ad hoc committee drafted the letters. The latest drafts incorporate references to the updated Plymouth employee manual, which is to be finalized by new Council soon once staff input is considered. The manual has a grievance procedure in it. Ministers are Tier 1 employees per this manual, which addresses topics previously covered in call letters. Collaborative ministry document will be attached to each call letter, and is expected to be a living document. Per Mike Pierson, there are very minor edits to be made to finalize the letters, but those do not affect the substance of the vote.
- b) Al recommends Steve work with the next Council to ensure that the employee manual is updated next year to ensure that the nuances of the grievance process, particularly for ministers, are properly documented.
- c) **Motioned, seconded, and passed (MSP) with one abstention to approve letters calling Rev. Steven Davis and Rev. Kelle Brown to be our co-ministers.**

2) 2017 year-end bonuses

- a) Fortunately, Plymouth ended 2017 with a reasonable surplus projected to be about \$40,000. Based on this, Council leadership, together with Steve, developed a 2017 end-of-year staff bonus distribution. We discussed final 2017 financial projections to feel confident that the basis for the bonuses was sound.

b) A motion was made to approve the proposed bonuses, with a friendly amendment made to increase the amounts for the two ministers modestly, so that the total bonus distribution will be \$14,063. We decided to postpone until the next Council meeting discussion of the original email request suggesting that we put aside monies for 2018 bonuses now. [MSP to unanimously approve bonuses as amended.](#)

3) Al adjourned the meeting at 12:26 pm.

Minutes submitted by Bing Tso, Council Secretary, to Council by email for review and approval on January 26, 2018. Approved by Council via e-mail with minor editorial revisions on January 26, 2018.