

**Pacific Northwest Mennonite Conference**  
**PNMC Board Meeting Minutes via ZOOM**  
**Saturday, September 11, 2021**  
**8:30 a.m. – 2:00 p.m. PST**

These minutes were amended by board action Nov. 20, 2021

**Present:** Dianna Eshleman (Moderator), Kevin Chupp (Moderator-Elect), Katherine Jameson Pitts (ECM), Jan Yoder (At-Large), Deren Kellogg (Elected), Megan Ramer (At Large), Kiara Yoder (At Large), Nelly Moran-Ascencio, (CIHAN Representative) Dave Hockman-Wert (Treasurer), Leonard Nolt (At-Large)

**Absent:** Katherine O'Brien

**WELCOME AND OPENING:** Dianna opened the meeting and had participants do an ice breaker game of giving four things about themselves, three true and one false. Katherine led devotions and opening prayer

#### **MINUTES**

The minutes from the May 15, 2021 meeting were noted as accepted electronically.

#### **REPORTS**

1. **Moderator:** Dianna
  - a. Dianna shared feedback on annual conference, reporting that there were about 30 less in attendance than the previous year. She discussed delegate issues and questions. It seems August is not a good time to have an annual meeting.
2. **Gift Discernment Team (GDT):** Dianna gave a brief update. The team will meet in early January
3. **Policy and Procedure Review:** Leonard and Kevin will work on Policy updates and procedure review
4. **Executive Conference Minister (ECM):** Katherine
  - a. ECM report is attached
  - b. There is need for more district pastors – board members suggested some names
  - c. There was discussion regarding the NW Mexico team and its function
  - d. The Executive Director at Mennonite Village is asking for a meeting clarifying the relationship with PNMC.
5. **CIHAN:** Nelly
  - a. The CIHAN report is attached
  - b. Groups are beginning to reschedule their meetings having taken a break during the pandemic.
  - c. Next meeting is the annual meeting on Sept. 25 – please confirm with Kiara as she will attend.
6. **Policy:** Leonard
  - a. Document Retention Policy Draft was presented. There were questions about electronic storage, legal review and where documents eventually are stored.
  - b. Katherine will confirm with the Historical Society that the ECM will continue to have access once files are turned over to them.

- c. The document needs clarification – Dianna, Kevin, Leonard and Katherine will review and return with another draft for the November meeting.
  - d. If needed Dave Coffman from Portland Mennonite will be consulted if there are legal issues.
7. **Finance Team:** Deren
  - a. Report attached.
  - b. The finance team discussed combining the two accounts/funds we have with Everence to better show our goals. We are now thinking more long term than we had previously thought.
  - c. It was suggested that this conversation happen when the board is able to meet in person. This discussion needs to include our mission and vision and what ethical filters are in place. Board needs to have consensus about goals and strategy.
  - d. In the end Dave suggested we leave the funds as they are for now until the board can have a more comprehensive discussion.
  - e. Katherine suggested that the Finance Team research the Sharing Fund need for pastor insurance. It has been in existence for a number of years and has not been reviewed
  - f. Katherine JP suggested that the Finance Team research the Sharing Fund need for pastor insurance. It has been in existence for several years and has not been reviewed.
8. Motion made in November 2021 to amend minutes from Sept 2021 meeting Finance Report section (a & f unchanged, but replace b,c,d,e with the CORRECTED VERSION below provided by Dave. Moved by Kiara and seconded by Janice. Passed unanimously.
  - a. **AMMENDMENT:** The finance team discussed combining the two accounts/funds we have with Everence (the large Investment Fund, from the sale of the Peace property, and the small Stock and Bond Fund, which has been around for a long time), which is basically a way to simplify the books. There were no objections.
9. **Treasurer:** Dave
  - a. Reports attached
  - b. Operating funds at \$115,000 – last year we were at \$123,000 – a slow decline.
10. **Affiliated Church Plants Proposal:** Katherine
  - a. Proposal Attached
  - b. In the past we have had Membership in Process (MIP) status for new congregations wanting to become part of PNMC. This year we have two groups who are starting new congregations and wish to be affiliated Mennonite Church Plants. The two are Iglesia Anabautista Ebenezer in Salem, OR and Community of Hope Mennonite Church in Bellingham, WA.
  - c. It was suggested that in the discernment process the Affiliated Church Plant not just share with the ECM or DP, but commit to ongoing discernment. Katherine agreed to update the policy to include this statement. It was moved, seconded and carried that the document be an active document and be inserted into our policy book as policy 5.1.10.
11. **PNMC meetings:** Katherine
  - a. Annual meeting and mid-year conference communications council (CCC) were discussed. The CCC has become an educational event instead of a discernment process. One problem in the winter is the weather and getting to the location.

- b. Most people like in-person meetings. If the Annual meeting is able to be held in person, then possibly the CCC could be held via ZOOM. With everyone being on ZOOM, it levels the field and doesn't exclude those from afar who are unable to travel.
- c. Katherine will initiate the CCC for this year and hopefully we will have in person meeting next summer.

**12. Position Description** updates: Katherine

- a. Katherine presented her job description
- b. It was moved, seconded and carried to approve the rewritten job description for the ECM.
- c. According to the governance policy, the ECM will update the job description for the Administrative Assistant. It was suggested that for future hires to the AA position include maintain websites and social media, manage online forms.

**13. Board Books**

- a. The current board books are incomplete due to not having in-person meetings and the updated contents not having been mailed to board members.
- b. Katherine and staff will mail new policy updates to all board members before the Nov. meeting

**14. Next Meetings scheduled**

- a. Nov. 20, 2021
- b. January 22, 2022
- c. May 14, 2022 at Drift Creek Camp with families invited

**15. Closure:** Dianna adjourned the meeting and Kevin closed in Prayer

Submitted by: Katherine O'Brien Secretary