

## Annual Report of Clifton Council Meetings for 2014

K. Sato  
February 3, 2015

### December 2013

#### Friday - 12/20

- **First Council Meeting.** Council Chair was nominated by the Interim Chair (Mrs. M. Bien.) Rev. Sato was voted in as Council chair.
- It was decided to add two more council members to bring balance in the council (more male representation.) One 2nd generation and one 1st generation. The list from the election was used as reference (the members with the most votes were contacted.)

#### Sunday - 12/ 22

- **Special Call Meeting** regarding Camp Sunrise. The vote was unanimous in favor of taking financial responsibility for any loss. (The loss would be shared among the 3 Districts NJ, NY and CT.) HSA Headquarters wants the Districts involved (NJ, NY and CT.) to take major responsibility for the Camp.

### January 2014

#### Friday - 1/05

- Updates were given on the status of the two additional Council Members.
- A report was given on the selection of a representative from Clifton Church Council for the National Church Council. All three states (in the District) must have Churches Councils in order to select a representative from the District, for the National Council.
- Pastor Manoj proposed a Building and Finance Committees and explained how the committees will functioned in the previous council.
- A Town Hall Meeting was proposed for February. Council Members decided to begin with the Goals that Pastor Jacob wanted to focus on for 2014 (related True Mother Vision 2020). Pastor Manoj was asked to share the goals at the next Council Meeting.

#### Friday – 1/17

- **The Council was completed.** The two additional council members were introduced and welcomed. (Mr. Robert Beebe and Z. Bell.) Mr. Beebe was asked to give a report on the activities of the previous council so that we could learn from their experience.
- A report on the Clifton Church Goals for 2014-2020, was presented by Pastor Manoj. There were two main components: Witnessing and the Education Track.
- It was decided to hold a Town Hall Meeting in March, on Friday 21st, to give more time to prepare. It was also voted to hold Council Meetings on the first and third Friday of each month and keep the meeting within a two hour limit.

- Z. Bell was voted in as the Secretary for the Council. T. K. Oppenheimer volunteered to be the timekeeper for the meetings.
- Use of the Parsonage – Dr. Ann requested extended use of the parsonage. The council agreed to allow Dr. Ann to use the Church Parsonage only for two more months until 3/31/14. The church has plans for the parsonage, for witnessing and church activities.
- A request was submitted to rehire Rev. Onishi, part-time (for witnessing activities). There was also a suggestion to hire a Youth Pastor. The voted was tabled for the next meeting. Mrs. Endo was asked to attend the next meeting to give a financial report regarding hiring additional employees.

### **February 2014**

Friday - 2/7

- A Church financial Report was given by Mrs. Eriko Endo to determine if the feasibility for re-hiring Rev. Onishi part-time, as Witnessing Activities Coordinator. Council also voted in favor of increasing Rev. Pobanz' hours from part-time to full-time.
- The discussion of a Youth Pastor was tabled, as Pastor Manoj is still looking for the appropriate person.
- The design for the Town Hall Meeting was discussed.

Friday - 2/21

- Suggestions from the suggestion box were read.
- The options for the format of the Town Hall Meeting were reviewed. The format was decided. Roles and responsibilities were discussed.
- It was decided that the Council would be introduced at the 9am and 11am Sunday Service, on Sunday March 2nd.
- Updates on the Church Parsonage - The letter that was sent to Dr. Ann on 1/21, informing her of the two months' notice, was read.

### **March 2014**

Friday - 3/1

- Introduction of guests who perform with the band members at Sunday Service was discussed.
- Suggestions to supplement the power point presentation for the Town Hall Meeting were discussed (media, video, photos.)
- Organization of questions and suggestions from the upcoming Town Hall Meeting were discussed. Forms will be given out with the program/flyer, as members arrive.
- A brief Financial Report will also be to give out at the Town Hall Meeting.
- Two Representatives for Camp Sunrise Governing Board (still pending). N. Takahashi will continue as a

representative for New Jersey temporarily.

- The introduction of Council Members was postponed from 3/2/14 until Sunday March 23rd.

Friday – 3/24

- **Town Hall Meeting** – Vision and Goals for Clifton Community and Q&A

Friday – 3/28

- **Special Call Meeting** – Usage of the Parsonage –

Dr. Ann notified the council that she plans to stay in the parsonage until June (2014). The Council had previously agreed to allow the Iparraguirre family to stay in the parsonage only until the end of March. (The Council already informed Dr. Ann that the church planned to use the parsonage to house the GPA members in April, as well as use the rooms for church related activities.) Several suggestions were offered to resolve the situation.

### April 2014

Friday – 4/4

- Updates on the parsonage – Dr. Ann have not clearly stated when she and her family will move out of the parsonage. Headquarters was advised of the situation. A response from headquarters is still pending. It was suggested that Council Members who know Dr. Ann reach out to her.
- Feed Back on the Town Hall Meeting
- New Communications Director for Clifton Family Church. Requirements for the position of Communications Director were announced. The current director is unable to fulfill the responsibilities of the position.
- National Council Representative - It was suggested that Clifton (as the largest community in the District) select a representative among its Council Members. Alan Tamelessio was voted in. (The next National Council Meeting is planned for April 25th and 26th.)

Friday – 4/18

- Maintenance of church facilities. It was decided that a subcommittee should be formed to advise the Council regarding building maintenance and report cost effective plans. Names were suggested for the Building Committee (Terry McMahan, Steve Edwards, N. Angelino, Kuni Miyazawa, P. Feddema, and Mrs. Endo.) Mrs. Bien was assigned as the council member to lead the committee.)
- Regulations and proper course of action for public situations – use of HSA property
- The responsibilities for local Church Councils (described in the National charter) were reviewed.
- Reports were given on Camp Sunrise and the Unificationist Schools' Conference.
- Follow-up on Town Hall Meeting concerns.
- It was voted to have the next Town Hall Meeting on Sunday, May 25th, between Sunday Services. The

objective is to reach more community members and hear the concerns of the community.

### May 2014

Friday – 5/2

- Planning for the Town Hall Meeting 5/25/14
- Report on the National Council Meeting in Las Vegas (4/25-4/26)
- Communications Director (Office Manager/ Secretary) – Pastor Manoj reported he received three applications.
- A Building Committee Report was given by Mrs. Bien. Steve Edwards, Terry McMahan, Kuni Miyazawa, and P. Feddema, all agreed to serve on the Building Committee. The first meeting will be on Sunday 5/4.

Friday -5/16

- Finalized Planning for Town Hall Meeting 5/25/14
- Updates on parsonage – Dr. Ann informed the council that she did not want to apply for the position at Bridgeport Academy. E-mails were sent to Dr. Ann requesting a specific date for moving out of the parsonage.
- Building Committee Report –It was suggested get professional estimates for the removal of the (church) oil tank and switching from oil to gas.
- Cup & Cake Café Proposal – The Council suggested the room next to the kitchen rather than the Conference Room, as water and cooking equipment were easily accessible.

Sunday – 5/25

- **Town Hall Meeting** – The “open floor” segment allowed the Council to hear the community member’s thoughts, concerns, suggestions and questions.

Friday – 5/30

- **Special Call Meeting** regarding the renewal of the lease for the Learning Studio, LLC.

There was a discussion about whether to renew the lease with the Learning Studio, LLC. The net monthly income from the nursery is less than \$2,000. The rooms could be better utilized for witnessing and other church activities/events. The question was put to vote. The decision was unanimous to not renew the lease and give The Learning Studio, LLC, one year to find a new location.

### June 2014

Friday – 6/6

- Feedback from Town Hall Meeting (5/25) – Having the Town Hall meeting between Services allowed the opportunity for various community members who did not attend the previous Town Hall Meeting (on a Friday night) to participate.
- Suggestions from the suggestion box (regarding witnessing and Sunday Service) were read and discussed.

- Learning Studio, LLC – Pastor Manoj met with the Director of the Learning Studio, LLC, and they agreed to end the contract in June 2015. The Legal Department will be contacted about writing up the legal document.
- Updates on the Parsonage - HQ decided Alexa Ward (National Council Chair) should meet with Dr. Ann.
- Cup & Cake Café – The organizers of the proposal for the permanent location for the Café’ were informed that the Council voted to not use the conference as a permanent location for the Café’ Building Committee – The \$300 fee was paid to the county by the church to begin the paperwork and the process of converting from oil to gas. Other issues of concern for the next meeting A/C and landscaping.
- Council decided to host an “Open-House” theme-based (Town Hall) Meeting (7/25), to allow the numerous ministries, to inform the community of their witnessing efforts.

Friday – 6/20

- Planning for Open House (Town Hall) Meeting (7/25)
- Building Committee Report – The meeting was rescheduled for 6/15.
- Parsonage – Dr. Ann sent a statement that she is planning to move out by the end of August.

### **July 2014**

Friday – 7/11

- Open House (Town Hall) Meeting Part I & Part II – It was decided to divide the Outreach and In-reach Ministries into two groups, and have an one Open House featuring In-Reach Ministries (Part I on 7/25), and another (Part II on 8/15) featuring Outreach Ministries. Each of the ministries will be sent an invitation to give a presentation and provide materials about their programs for community members.
- Building Committee Report – Two estimates for the boiler size (for the transfer to oil) were submitted. It was decided not to install the A/C due to cost of upgrading the electricity. Lights will be installed around the perimeter of the church.
- Parsonage – no change in current circumstances.

Friday - 7/25 (Open House Part I was postponed due to the passing of Ken Hendricks.)

### **August 2014**

Friday - 8/8

- A progress report was given on the number ministries who are interested in participating in Open House Part II (Out-reach Ministries). Ideas of how to advertise the Open House were discussed (Sunday Service bulletin, E-News, fliers.)
- A progress report was also given on Open House Part I (In-reach Ministries). Presentations and materials were prepared. The new date for the Open House is tentatively scheduled for 9/5.
- Parsonage – Dr. Ann notified the council that she would be able to move out of the parsonage by the anticipated date (8/31)

- Remaining questions and requests from the first Town Hall were reviewed. Nearly all the council related questions had been dealt with. Other questions will be directed to the proper persons within the church ministries.

Friday – 8/15

- **Out-reach Ministries Open House (Part II)** – Presentations were given. Representatives from the various Outreach Ministries made themselves available to speak with community members. Materials were display on tables.

Friday – 8/22

- Parsonage – No response was received for the council’s request for an exact date for moving out of the parsonage (within the time frame previously stated by Dr. Ann.) Headquarters was contacted to provide advice. There is a growing concern in the community for this issue to be resolved.
- The National Council is receiving Grant proposal for witnessing projects. Clifton Church is putting together a proposal for renovations and a Café for witnessing support.
- Council Vice - Chair position – It was decided to fill the Vice – Chair position in case the Council Chair was unable to attend the meetings or fulfill the responsibilities of the position. Dr. Beebe was voted in.
- Building Committee Report – Although an estimate for the boiler renovations was provided and accepted; a licensed engineer needs make a new estimate so that companies will be more willing to accept the job of installing the boiler. The process of beginning the renovations for the boiler is too late in the year to be completed before the winter. The project will be postponed until the spring.
- A candidate for the (Part-time) position of Youth Pastor was brought before the Council. The candidate was Raymond Burns. The council accepted and voted him in.

### **September 2014**

Friday – 9/5

- **Special Call Meeting** - Discussion regarding how to proceed with the parsonage situation. The Council unanimously voted for a three step plan of action. First, attempt to meet and mediate the situation (The council will meet with Dr. Ann.) If this is does not work, the second option will be to set up an Arbitration meeting with a person appointed by the county. If this option does not resolve the situation, the final option for the Council will be to move forward with eviction proceedings. The Council wishes to do the right thing upholding the rights of the congregation.

Friday – 9/12

- Report on the National Council Meeting – 56 grant proposals requesting funding were received. The National Council is developing specific policies for handling a wide range of issues, ranging from personal to legal. The specific methods of how grant funds will be allocated, is one of the policies.
- Report on Camp Sunrise - The Board for Camp Sunrise does not have adequate representation from Clifton Church Community. The Council decided to elect new representatives to the board, to prevent legal issue, and to ensure adequate representation on financial decisions regarding Camp Sunrise. M. Tallakson will be one of the Clifton Church community’s representatives; a second representative will be announced later.

- Open House Part II (Out – reach Ministries) presentations are prepared and display tables will be provided.
- Parsonage Updates – A council member will arrange meeting for the council and Dr. Ann.

### **October 2014**

Friday – 10/9

- **Special Call Meeting** - Council met with Dr. Ann and Pablo. They spoke about their circumstances and the council explained the viewpoint of the community. They committed to leave by October 31st.

Friday – 10/24

- Proposal for Financial Committee to manage the church budget; improve financial growth; create and maintain church projects and ministries; research federal grants; and ensure responsible spending of church finances. Discussion of detailed financial reports as well as the possible creation of a financial committee was considered for the agenda of the next Council meeting.
- Camp Sunrise Report - A report on Camp Sunrise finances, from that phone conference (10/23), was sent by e-mail, and read at Council Meeting. Brian Sabourin will be asked to attend the next Council meeting to answer additional questions before the Council makes a final decision.
- National Council Meeting Report – The National Council is working to create a Financial Committee, and considering the creation of a Youth Council, to involve more youths in the leadership. The National Council will have trained Church Elders handle conflict resolution in church communities, to prevent escalation in serious disputes.
- Church Ministry Staff – Pastor Manoj stressed the importance of unity among of church staff and fulfilling the responsibilities of their specific job description. If responsibilities not carried out well by each member of the ministry staff, the community will suffer. One ministry staff member’s name was mentioned as a concern, in this area. No decision was made by the Council. More time will be allowed to observe the situation.

### **November 2014**

Friday – 11/14

- Camp Sunrise Report - Brian Sabourin gave a Financial Report of the Profit/Loss for 2014, and a projection for improvement of the infrastructure, renovations and finances for 2015. The Council will make a decision concerning the continued support of Camp Sunrise at the next council meeting (11/28.)
- Next Town Hall Meeting – It was proposed to hold two Youth Town Hall Meeting tailored to youth opinions, one for youths from 15 – 25, and another for young adults between 26 - 39.
- Dr. Beebe gave a report on his recent visit to San Francisco, California. The church community in San Francisco invited Dr. Beebe to present some of the IEF material. They want to train presenters and used the curriculum as an introduction to DP.

Friday – 11/28

- Financial Report - The Church Financial Report was passed out to review for future discussion.
- Parsonage - The Parsonage was discussed. Proposals were given. A decision will be made at the next

council meeting (12/5).

- Council Member vacancy - Mrs. M. Feddema moved to Oregon. Therefore another council member will be selected. Mr. Terry McMahon was the next name on the list (according to the number of votes received.) He will be contacted to see if he will accept a position on the council.

#### **December 2014**

Friday – 12/5

- Camp Sunrise – Mr. Sabourin was able get additional funding through donations (for the startup cost of the Camp for 2015.) The Council voted to continue financial support for the Camp in case of any loss. (If there is any loss in 2015, it will be shared among NY, CT and NJ.)
- Parsonage - Dr. Ann's family is still in the parsonage. The family wishes to stay until the end of January due to personal circumstances. Council discussed the importance of creating official payment plan and declaring a clear termination date. Arbitration was also discussed as a contingency plan. Dr. Ann will be contacted within the week. (The decision had to be reviewed after receiving legal advice.)
- Council Member Vacancy – Terry McMahon accepted the position and was welcomed to the Council.

Friday – 12/30 (Meeting was cancelled)