

College Church University Avenue  
2025 Regular Board Meeting Minutes #7  
September 21, 2025 – 5:00 PM

**Board members present:** Laura Allen, Lynda Allen, Tyler Bontrager, Chuck Carrigan, Rachel Greenawalt, Tony Fightmaster, Shannon Hicks, Jeanette Martinson, Kyle Olney, Don Reddick, Leslie Ruzskowski, Amy Smith

**Board members absent:** Aaron Meyer

**Staff members present:** Pastor Jen Johnson, Tim Mercer, Pastor Mark Quanstrom

1. DEVOTIONS/PRAYER

- A. Pastor Mark opened the meeting with prayer.

2. ADMINISTRATION

- A. **ACTION:** Motion to approve the agenda with the addition of point 2c, “ERC.” (Rachel Greenawalt/Shannon Hicks)
- B. **ACTION:** Chuck reviewed the minutes from the August meeting, highlighting some of the Action items. (Lynda Allen/Don Reddick)

3. FINANCE

- A. Tim Mercer reviewed the August 2025 Finance and Budget reports. **ACTION:** Motion was made to approve the August 2025 reports. (Tony Fightmaster/Kyle Olney)
- B. Pastor Jen shared about the recent determination by the IRS that College Church was eligible for an Employee Retention Credit for maintaining our employees during COVID. This federal program is giving checks for specific quarterly pay periods from 2020 to 2021. The IRS is determined that College church qualifies for \$129,000, of which \$100,000 has already been disbursed. The board spent some time discussing how the money could be spent. Some ideas presented include AWANA funding, Missions project, the endowment, Montessori Ministry, and a second van. A decision was eventually reached to allocate some of it to a second 15-passenger van that all ministries at CCUA can use. **ACTION:** A motion was made to approve the purchase of a new or late-model used van and put the unused funds into the unrestricted account. (Tyler Bontrager/Laura Allen) Pastor Jen will reach out to Stephen Hannay to assist in this purchase.

4. PASTOR REPORT

- A. Pastor Mark shared his report of the visits and activities he made over the last month.

5. PASTORAL REVIEW

- A. Rev. Scott Whalen, the District Superintendent, led the rest of the meeting to conduct the pastoral review of Pastor Mark. After a very positive review of the Church’s values, priorities, and mission, the board voted unanimously to ask Pastor Mark and Debi to serve another 4-year term as Senior Pastor of the College Church congregation.

Minutes respectfully submitted by  
Pastor Jen Johnson  
Executive Pastor of College Church  
University Avenue