

ST. JOHN'S LUTHERAN CHURCH
CONGREGATIONAL COUNCIL MEETING
October 2, 2018

Opening Devotion and Prayer: Barb Gibson opened with a devotion focused on "Change"

Adoption of the Agenda: On file.

Motion to approve the Agenda: Tammy Novick
Seconded: Shannon Kincaid
Approved

Minutes of Prior Meeting: On file.

Motion to approve Prior Meeting Minutes: Barb Gibson
Seconded: Susan Lassi
Approved

The Children's Garden Director's/Financial Report:

We welcome Tracy Baxter, Director and Crissy Switzer, Assistant Director to our meeting this evening. Pastor Whitesel spoke of the school and the reputation it has in our community. They reviewed the Parent Handbook with us. Guided by the STAR standards it references the confidentiality of the day care children and their families. Legality was their priority to make sure all bases are covered.

Currently, babysitting is permitted by day care staff. The day care leadership would like to prohibit this because it is a liability for our day care and church.

Pastor Whitesel made a motion to accept the policy of the handbook except Policy #24 should be changed that childcare by the day care staff is prohibited due to the liability of the teacher, the day care and the church. It's considered an extension of the services here. All child care other than a day care student is permitted.

Seconded: Tammy Novick
Discussion
Approved

Visioning and Discussion:

It was suggested the parsonage be added to the structure of St. Johns as proposed by Pastor Whitesel. Shannon Kincaid is taking the lead on the care of the parsonage. We're moving towards a six month lease agreement in the event our new pastor wants to live there.

Financial Manager's Report:

Audit update – the process has been completed with a formal presentation to come in October. There were no major problems found with the day care or the church. The cemetery has a few changes due to a number being carried over from the previous year. We have not received word yet on Trustees and LYO audits.

Financial report for September -

Beginning balance: 81,283.80
Ending balance: 111,351.97

Motion to approve report: Shannon Kincaid
Seconded: Allison Graybill
Approved

The 2019 Budget was reviewed for council approval. The following changes needed to be made:
The Day Care will have a new custodial fee. They will now pay \$1100/month for Premier One cleaning whereas it was \$800/month for OMEX.

Include \$6000 in budget under service contracts and subtract the \$6000 from Building Renovations.

Sue Lassi made a motion to amend the budget to include these changes.

Seconded: Tammy Novick

Approved

Sue Lassi made a motion to accept the revised budget with the amended changes.

Seconded: Shannon Kincaid

Approved.

Should we put aside the money we don't use for major building repairs? Yes, because we're budgeting for unexpected major repairs. If the money isn't used, then we should set it aside in a savings account for future need.

Trustees: Next meeting is October 17

Cemetery:

Dave Brown has taken on the cemetery needs working as a contractor. Ways to move forward with the cemetery were discussed:

Ask Shoop's or Malpezzi if interested

National management company was contacted, but said we're too small for them to take on

Poplar Church Cemetery – ask if historical society would like to take it over.

We owe Council President Bob Finn a debt of gratitude for time he's put in to take care of the cemetery during this time of transition.

Interim Pastor's Report: No written report.

Associate Pastor's Report: On file.

The pastors attended a synod workshop on Behavior in the Workplace, Ethical Conduct, and Sexual Harassment. It was suggested we have windows inserted into office doors. No one should be put in a position where they're behind closed doors. Also, the Secretary/Receptionist position is considered a witness to events that take place within the office.

Sunday School has had over 100 people attending since Rally Day weekend.

Pastor Keilholtz is still looking for persons to host Seminarian David Hoth for lunch.

Reports from Coordinators: on file

Youth Director's Report and Financial Reports: on file

Petitions and Communications:

A church family would like to hold a 100 Year Old Birthday for their grandmother on Thanksgiving Day, November 22 in the Multi-Purpose Room. Time would be from noon to six.

Motion made by Barb Gibson we allow the use of our facility for this event with the church family responsible for set up, clean up, and facility use during this time.

Seconded: Susan Lassi

Approved

Unfinished Business:

Discussion on Cemetery and Sexton position updates were given by Bob Finn.

New cleaning company has been selected – Premier One. Their fees are less expensive than Omex and they're able to clean areas that Omex seems unwilling to do. Premier One is responsible for cleaning the church on Mondays and the Education building Tuesday through Friday. They begin work on October 8.

New Business:

Beth Bard is working with Morefield Communication on securing wifi throughout the education building as well as providing network support. A rough estimate of cost is \$10,000 for equipment and software; \$5,000 for labor; and \$295 per month for support. Payment could be spread out over a period of five years to make it affordable.

Susan Lassi made a motion to move forward with Morefield and finding out more information. The prices are good as long as there aren't any hidden costs.

Seconded: Tammy Novick

Approved

Beth Bard is meeting with Morefield again on October 15 and will bring back more information to the next council meeting.

New secretary, Deanna Kendall starts tomorrow, October 3 from 9 - 1 Monday through Friday

Nominating Team was created to find council replacements for – Bob Finn, Sue Lassi, and Tammy Novick. Bob Finn, Susan Lassi, and Shannon Kincaid along with Pastor Keilholtz will be on this team.

The council thanks Barb Gibson for her work on this year's audit. Her time and knowledge were invaluable in accomplishing this large task.

Sue Lassi reported that she will be available to do the Youth bank statements after December 14.

Motion to Adjourn

Motion: Sue Lassi

Seconded: Shannon Kincaid

Approved

Closed the meeting with a blessing by Pastor Keilholtz

Council Attendees: Bob Finn, Allison Graybill, Shannon Kincaid, Sarah Keilholtz, Susan Lassi, Tammy Novick, Jake Trybulski, Susan Van Zile, and Rick Whitesel

Elder Attendee: Gary Gardner

Non-Council Attendee: Beth Bard, David Hoth, Tracy Baxter, Crissy Switzer

Respectfully submitted,
Beth Bard, Recording Secretary