

Leadership Council Meeting Minutes

January 16, 2018

In Attendance:

Pastor Lauren Miller, Sue Mueller, John Voight, Jennie Carter, Crystal Pariseau, Shannon Hofer, Peggy Bizjak, Melissa Woeppel, Chris St. Germain, Tim Wessel, Chris Engel

The meeting began in the sanctuary with a devotion by Pastor Lauren

Review and approval of minutes

The minutes from December 12, 2017 were reviewed and approved as amended. Minutes shall be posted on the Leadership board in the narthex.

Treasurer's Report

The monthly treasurer's report was reviewed. Highlights include:

- Monthly average income needed is \$31,041. December income was \$39,700
- The current checking account balance is \$18,807
- The approved 2017 budget was \$372,500 of which \$367,996 was spent. Savings were realized in several budget line items.
- Income for 2017 was \$359,584 which fell short of expected income. We finished the year with an \$8,412 deficit.

Pastor's Report

Since the previous report on December 12 Pastor Lauren reported the following:

1. The MLK day celebration was a success. 120 people attended morning activities and 45 attended the adult discussion later that evening. Thanks to Vicar Melissa for her fantastic leadership!
2. The Longest Night service was well attended and exceeded attendance expectations.
3. Pastor Lauren has been invited to preach at Church of the Incarnation on 1/31 at 7:00pm as part of a Week of Prayer for Christian Unity.
4. A memorial for Chris Hamlett will be held this Saturday at 1:30pm. Please keep the Hamlett family in your prayers.
5. Dan Guengerich was presented with an engraved swiss army knife as a symbol of all that he has done for our community over the years. We will miss Dan and wish him well.
6. Bishop Humphrey asked Pastor Lauren to consider filling a vacancy on Synod Council. Lauren accepted the invitation and was recently appointed to fill the vacancy until the next synod assembly meeting.

Vicar's Report

Vicar Melissa updated council on her activities recently:

1. She led the epiphany event while Pastor Lauren was out with the flu.
2. She led services last Sunday while Pastor Lauren was out with the flu.
3. She led discussion groups on the ELCA Draft Statement on Women and Justice.
4. Assisted with pre-planning for Epiphany, Lent and Easter.
5. Ongoing preparation for MLK day activities.
6. Vicar Melissa's mid-year evaluation is due by 1/31. The internship committee is gathering feedback and preparing a report.

Old Business

1. Budget

The budget for 2018 was discussed and all line items were reviewed. Given the deficit of last year's budget, and lack of any carry over for this year, council has prepared a budget that is balanced for 2018. Outreach for this year will support the Virginia Synod, IMPACT, PACEM, Loaves and Fishes and Love Inc.

2. Financial Secretary

Tom Czelusta is presently serving as assistant financial secretary now that John Gerding has fulfilled his term. Shannon Hofer expressed interest in serving as assistant financial secretary and was nominated. Council appointed Tom Czelusta financial secretary and Shannon Hofer as assistant financial secretary unanimously. Thanks to Tom and Shannon for their service!

New Business

3. Town Hall Meeting 1/28

There will be a town hall meeting between services on January 28 to present the draft budget and solicit feedback from the congregation. Council and the Treasurer will present the information. Crystal volunteered to help develop slides for the presentation.

4. Capital Campaign

There is an effort underway to fulfill the capital campaign for the internship. \$16,000 is needed to fully fund the internship through June. A more complete update on the capital campaign shall be available in February.

5. Internship Continuation

There was discussion about continuing the internship with a new vicar in the second half of 2018. There has been a great deal of positive feedback about the internship. Council decided not to apply for an intern for 2018/2019. Council looks forward to assessing the program this year and possibly being a site for an internship in 2019/2020.

Follow up for February Council Meeting

- Capital Campaign
- Town Hall feedback discussion for the upcoming congregational meeting.
- Ask the internship committee to report to council.

The meeting was closed in prayer and adjourned.

End of Minutes

Notes from January 9 Council Budget Meeting

In Attendance:

Sue Mueller, John Voight, Jennie Carter, Shannon Hofer, Peggy Bizjak, Melissa Woeppel, Chris St. Germain, Tim Wessel, Chris Engel

Budget Discussion Items:

1. The financial secretary reported that there was an increase of \$26,100 in pledging this year among those that pledged last year.
2. The financial secretary reported that there is a decrease of \$13,700 in pledging due to members in transition.
3. The treasurer and the financial secretary expect \$361,000 in income for 2018.
4. The designated account for the internship has a balance of \$4300. \$28,000 was pledged last year for the internship and the final \$16,000 needs to be raised. The capital campaign shall resume.
5. Recipients of outreach funds need to be determined. AIM was supported last year and is no longer active.
6. There was a request to fund a new keyboard. Council to determine if this need can be postponed.
7. The treasurer shall report to council the raise given to staff last year.
8. Upgrading basic things like letterhead, addressed envelopes and perhaps a postage machine may increase efficiency for mailings. Currently mailings require a great deal of time. JV to talk to Teresa about costs.
9. There is \$5000 built in to the budget for major repairs in 2018. The last remaining heat pump must be replaced before the cooling season begins. Cost of a heat pump is about \$7500.
10. Will building income increase this year? Council to consult Teresa.
11. There was discussion of the internship and possibly continuing the program. The internship and personnel committees recommend a continuation. Council will consider the recommendation and discuss it further on January 16.
12. Melissa may be available through next May as all of her courses are online. She may be willing to stay in Charlottesville and continue her service on a part time basis. Council needs costs associated with this idea.