

Leadership Council Meeting Minutes

April 10, 2018

In Attendance:

Pastor Lauren Miller, Vicar Melissa Woeppel, Sue Mueller, John Voight, Peggy Bizjak, Tom Czelusta, Chris Engel, Crystal Pariseau, Shannon Hofer, Chris St. Germain and Jennie Carter

Review and approval of minutes

The minutes from March 20, 2018 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:

- The monthly income needed for the 2018 budget is \$30,500.
- Income for March was \$24,696. Offerings for March were down \$8,582 while other income was up by \$2,779.
- CMO designated funds still have balances and the funds shall be disbursed to the beneficiaries.
- Staff salaries have been adjusted along with new tax rate information. Pastor Lauren's payroll adjustment has not yet been made, but is in the works.
- Online giving and Realm shall be discussed at the annual meeting. Online automatic giving may be one way to smooth the highs and lows in offering giving as families travel for holidays and the summer months.
- There needs to be more communication about finances to the congregation. A periodic treasurer's report may be a tool to improve communication.
- Our building is used by many groups. One way to offset the expenses of hosting outside groups and improve income may be to consider charging a building usage fee.

Financial Secretary's Report

The monthly financial secretary's report was reviewed. Highlights include:

- Designated giving has been significant recently.
- Income For Easter Sunday was \$24,000.
- One giving unit gave \$6000 to complete their pledge for 2018.
- One giving unit advanced their pledge \$8000 in order to offset the cost of a heat pump replacement.
- The first Sunday in March collected \$7,250. The second Sunday in March collected \$2,940.
- \$36,995 has been pledged for the Vicar. \$29,630 has been received so far.

Pastor's Report

Pastor Lauren reported the following:

- First Communion was held on Maundy Thursday where three received their first communion.
- Easter services this year included a sunrise service where 35 attended. Overall attendance for the three services was about the same as last year. Thanks to Vicar Melissa for her efforts to organize the sunrise service.
- Pastor Lauren attended her first Synod council meeting.
- Pastor Lauren will attend the Tom tom festival this year as part of her continuing education. Tom tom is an entrepreneurial and leadership development series held downtown every year.
- The Nehemiah Action is on April 24 this year and affordable housing is a principal topic. Tailgating begins at 5:15PM and the doors open at 6:00. The event is held at CHS.
- This year confirmation has been taught by Vicar Melissa. The extra set of pastoral hands allowed Pastor Lauren the time to conduct care calls, respond to emails, have more time for conversations with members and visitors. Having Melissa has allowed an expansion of our mission by applying the extra resources in different areas.
- There is a \$5000 innovation grant application that has been completed by Pastor Lauren. The grant is a follow up program to the Leadership seminars through Duke Divinity. There are plans to use that funding to support a new form of faith formation that would include a once a month offering where there might be an art experience with a meal and fellowship. The goal is to welcome new people to experience Christian community.

Vicar's Report

Vicar Melissa is/has:

- Engaged in pastoral care and follow up with members.
- Continued recruitment for Children's Ministry.
- Investigated ELCA activity and churches in Puerto Rico.
- Helping to develop worship on Earth Day April 22.
- Helping to develop summer worship programming
- Been involved with IMPACT and spoke at a recent meeting about affordable housing.
- Helped expand Holy Week activities
- Attended the Act to End Racism rally in Washington D.C. Sponsored by the National Council of Churches.
- The peace pole shall be planted on April 22 and will be installed on church property at the corner of Broad Crossing and Hollymead Drive.

Old Business

1. Synod Assembly

Peace is looking for two members to represent Peace as voting members at the synod assembly. Allie Beck has expressed interest in attending as has Peggy Bizjak. Peggy could attend as a voting member if no male representative is found. Ideally there is a male and female representative. Council will continue to advertise an opening for a voting member.

2. Constitution Update

Melissa presented the 2016 model constitution with markups and highlights that the review team has prepared. Council shall review the markups and convene a meeting to discuss changes and areas to be developed. The first reading of the new model constitution shall be at the annual meeting on May 6.

3. Internship Committee

The internship responded to questions from Council ways to highlight our experience with the vicar:

Q. Is there a forum for sharing information about the internship with the congregation? Transparent process is needed in sharing updates; perhaps posted in the E-Zine or SOP?

A. We talked about putting a semi-regular entry in the E-Zine that highlights what the Vicar has been doing and upcoming activities that people can attend or possibly volunteer to support. Currently I'm working on getting an entry into the next E-Zine with Teresa to highlight the first half of Vicar Melissa's time with us.

Q. How do we continue the success that the internship has begun? Is there any communication about that from the committee?

A. The internship committee has definitely picked up some lessons learned about how we could have done things better to support a future intern. If you are asking specifically about continuing projects that Melissa did while she was here, then that would be outside of the scope of what the intern committee was formed to perform. The internship committees purpose was to support the interns development while she was here.

Q. Highlight how the Vicar and Peace both benefit from an internship.

A. It was discussed that the next congregational meeting would be a good time to present to the congregation a high level summary of all that has been accomplished since Melissa joined us. A simple slide show and PowerPoint list type format and maybe short Q&A. Also, it was brought up that the LC compiles a report on what the church has done in the last year and that including a report on the Vicar's activities would be good to include because of how many parts of church live she has touched. Melissa was going to look into compiling something for that since she is the most familiar with all that she has been involved in

New Business

1. Proposal for worship schedule and faith formation changes

- There has been discussion about worship times that were changed prior to our pastoral call process several years ago. The present worship times were to be revisited once we called a new pastor. There are concerns that the traditional service is too late in the day and that an earlier time may be preferred. Having an earlier traditional service might help connect the two services socially with a coffee hour.
- There was discussion about whether changing worship times would be a hardship for some. The proposed worship times would be 8:30AM for traditional worship and 10:00 AM for contemporary worship. There was consensus among council that the shift of worship times may be beneficial.
- Sunday school attendance has been low this year despite efforts to redesign the program. There has been positive feedback from parents about the children's time on Sunday during worship. The kids are engaged in the lesson during worship and continue their discussion and activities during the sermon. There was discussion that the children's time is successful because it fulfills the Sunday school need and frees up time for busy families.

2. Internship Extension/Staffing Discussion

- There was a follow up discussion to last month's conversation about whether or not to keep Vicar Melissa while she finishes her seminary studies.
- Melissa would be able to complete her seminary studies via online courses and continue as a part time vicar at Peace.
- Roles for Melissa could be discussed at the leadership retreat later this year.
- There are a number of areas that are growing because we have additional pastoral leadership. Council is concerned that we may not be prepared to end the internship program because it could discontinue some areas of our mission that have expanded.
- Keeping Melissa through May of 2019 when she graduates will cost \$20,000.
- Some members of the congregation have expressed interest in supporting an extension of our time with Melissa and will back this financially. There is evidence that half of the funds needed will be pledged and this would get us through the fiscal year. The other half of the funds may be budgeted in the 2019 operating (general) fund.
- \$36,995 has been pledged to the capital campaign for the Vicar. \$29,630 has been received so far. Efforts to conclude the capital campaign and complete funding for her initial 12 month internship need to be executed.
- There was a motion that we retain Melissa through December 31, 2018 on a part time basis. The motion was approved unanimously.

3. Agenda for the Annual Congregational Meeting on May 6

- Motion to adopt the agenda
- Presentation of the proposed worship schedule to begin after Labor Day
- Presentation by the Internship Committee
- Presentation of the Bylaws for the Peace Mission Endowment Fund
- Election of a Board of Directors for the Peace Mission Endowment Fund (if bylaws are approved)
- Leadership Council Member Election
- Election of Trustees
- Election of Synod Assembly Voting Members
- Election Nominating committee
- Treasurer's Report
- First reading of the new model constitution

There was a motion to approve the agenda. Motion was approved unanimously.

4. Property Update

- Dan Guengerich was our former property committee chair. Prior to Dan's departure from Peace he divided up his oversight and passed responsibilities on to others. Fred Arbogast agreed to oversee building mechanical related repairs. Clark Yarbrough agreed to oversee pruning, HVAC filter changes and light bulb changes. John Thompson agreed to coordinate mowing. John Voight will review contract related issues such as HVAC maintenance agreements and purchase of new equipment.
- There isn't currently a chair person for the property committee.
- The HVAC system that serves the south side of the sanctuary was replaced the week of April 2. While the system still functioned for heating season there is a condensation leak within the air handler that would expose electrical components to water during the cooling season and pose a fire risk. The repair necessary to fix the leak on these old components was deemed inappropriate last year given the age of the system which has exceeded its expected life span. This replacement was anticipated and planned for financially in FY 2018.

5. Nominees for elections on May 6

- Tom Czelusta reported that the Nominating Committee has found four members willing to be nominated for service on Leadership Council. Sue Mueller, Jon Williams, ElizaBeth McCay and Elizabeth Stevens are the current nominees to fill council vacancies and expiring terms.

- Clark Yarbrough has been nominated as a trustee to replace Dan Guengerich
- The nominating committee nominees are presently Tom Czelusta and Peggy Bizjak. A third member needs to be nominated and elected at the congregational meeting.

6. **35th Anniversary Celebration**

Peace will celebrate its 35th anniversary on February 19th next year. A committee will be formed to consider events leading up to and including the celebration.

The meeting was closed in prayer and adjourned.

End of Minutes