

CONGREGATIONAL COUNCIL MINUTES

August 7, 2018

CALL TO ORDER: Council President Rebecca Brunetta called the meeting to order at 7:00 pm

PRESENT: Pastor Kemp, Bob Errett, Rebecca Brunetta, Joan Orr, Kim von Schlichten, Jeanne Kiss, Merle Baker, Dianna Marusko, Amy Schultz, Brandie Saraceni

ABSENT: Suzie Flory, Sue Ross, Megan Zobb

JOY OF THE DAY – Several joys this month.

RED CROSS REPRESENTATIVE

-Presentation on becoming a Community Shelter in an emergency

-15-20 volunteers needed if self-manned, no insurance increase, everything paid for by the Red Cross

OPENING PRAYER

MINUTES: Merle Baker made a motion to accept the minutes and Bob Errett seconded. Motion approved.

TREASURER’S REPORT: Bob Errett made a motion to accept the Treasurer’s Report for June and Amy Schultz seconded. Motion approved.

Bob Errett made a motion to accept the Treasurer’s Report for July and Amy Schultz seconded. Motion approved.

PASTOR’S REPORT: June and July 2018 Report

1. Pastoral acts:
 - a. Funerals/Memorial Services:
 - i. Daniel Williams 6-9-18
 - ii. Delores “Dee” Trout 7-21-18
 - b. Weddings: none
 - c. Baptisms:
 - i. Lily Mains 6-17-18
 - ii. Sofia Shadwick 7-15-18
 - iii. Wyatt Maga 7-22-18
2. Visitation
 - a. General/miscellaneous visits: 25
 - b. Hospital visits: 10
 - c. Bereavement visits: 3
 - d. Extraordinary communions (these are not extra visits): 23
 - e. Office Visits: 7
3. Worship leadership other than Sunday mornings, Wednesday evenings, weddings and funerals: none
4. Activity
 - a. IT Meeting: 6-3-18, 6-10-18
 - b. Conference Caucus: 6-3-18
 - c. Continuing Education Lecture at PTS: 6-4-18
 - d. Mtg. with Erika Colonna and “Tack” Hammer Re: website 6-7-18

- e. Congregation Council: 6-5-18
 - f. Fellowship 6-6-18
 - g. Personnel: 6-12-18, 7-10-18
 - h. Greensburg Pastors' Pericope study at Zion's: 6-12-18, 6-19-18, 7-10-18, 7-24-18
 - i. Food from the Heart Luncheon: 6-6-18, 6-13-18, 6-20-18, 6-27-18, 7-11-18, 7-18-18, 7-25-18
 - j. SW PA Synod Assembly: 6-14-18 to 6-16-18
 - k. Executive: 7-30-18
 - l. Property (B): 7-24-18
 - m. Evangelism: 6-21-18, 7-19-18
 - n. Food Pantry: 6-21-18, 7-19-18
 - o. Vacation time: 6-27-18 to 7-2-18
 - p. Mtg. with the Bishop and Pastor Lee-Faulkner 7-2-18
 - q. VBS at Zion's 7-9-18, 7-12-18
 - r. Wednesday Night worship: 7-11-18, 7-18-18, 7-25-18
 - s. Council Dinner: 7-17-18
 - t. Worship & Music: 7-29-18
5. For Information/Discussion:
- a. Staff Evaluations: Completed
 - b. Wednesday Worship Concerns: We have had 11-13 people at each service. At this point, it does not appear to be negatively affecting Sunday worship
 - c. IT Concerns: Among several, we are in need of more people to run the sound system during the Sunday morning worship. We are planning a training session this month between Sunday worship services. Please consider volunteering because this is a very important ministry to several of our homebound members.
 - d. Personal Personnel Concerns:
 - i. Vacation: I will be off September 30. Pastor Dave von Schlichten will be leading worship that day.
 - ii. Day-off: I moved it from Monday to Friday unless there are circumstances that require something else.

COUNCIL BUSINESS:

For Your Information:

1. Good time had by all at the Council Dinner at Giannelli's in July. Looking for suggestions for our next fun event!
2. 2019 budgets will be due next month for Finance Team to begin budget construction.
3. The alley behind the Church will be closed for a time while repair is being done to the back of the Church and an electric line is being replaced. Meters will be bagged for Food Bank.
4. A thank you note was received from Skidmore family in appreciation of the funeral luncheon, Pastor Kemp's sermon and all who helped.

For Action: Executive Committee recommends:

1. Council accepts Synod's extension of Pastor Kemp's call through the rest of 2018. Merle Baker seconded. Motion passed.

ACTIVATION TEAM REPORTS FOR JUNE AND JULY:

Christian Ed/Youth – VBS held July 9-12, 2018

1. Youth and volunteers had a great week at VBS in July. Hoping for more youth from our Church next summer.

Property

Meeting held June 27, 2018 @ 6:30 PM

1. Dean spoke on the plans to point and seal the outside sanctuary wall. Work is to be started and completed by end of August.
2. Merle presented a bid to have six windows scraped and painted on the north side of church by contractor. Committee accepted the bid, and work to start next week.
3. LED light fixtures have been tabled to next year.
4. Sealing the parking garage was discussed. No date or time was set.
5. Capital campaign list was made by the committee. Merle will present it to council.
6. Thanks to Mary Leppold for planting flowers on the front lawn. The committee appreciates her dedication.

Meeting held July 25, 2018

1. Sanctuary windows painted. New window covers to be installed.
2. Parking garage floors to be sealed in September.
3. Park fence repaired.
4. Front lawn flowers planted.
5. West Sanctuary exterior wall to be sealed in August.

Evangelism Meeting held June 21, 2018

1. Pastor Larry opened with prayer.
2. Welcome Package: Team reviewed the tri-fold brochure and made corrections and additions. Most of the items to be included in the package have been assembled and the package should be ready for distribution to visitors at our Sunday worship services. The ushers will then be notified and asked to distribute them appropriately.
3. We Miss You Notes: After some discussion and with the recommendation of Pastor Larry it was decided that the notes might do more harm than good. The project was discontinued.
4. Street Signs: The team has decided to visit the sign sites with a cleaning cloth and a spray can of white paint. We are told that there are four signs. We still haven't found the fourth sign.
5. God's Work Our Hands: The team set up a schedule for facilitating this project. Labor Day delivery of cookie trays to emergency workers at the Greensburg Police Department, the Greensburg Fire Department, The State Police Barracks in Greensburg and the Westmoreland Hospital Emergency Room.
God's Work Our Hands T-shirts will be made available to the congregation through an order form in the church bulletins and newsletters. The T-shirt is gold with black lettering. On the front is the logo God's Work Our Hands and First Lutheran Church, Greensburg, Pennsylvania will be on the back.

Requests for cookies will be issued to the congregation through verbal requests at worship services, bulletins and newsletters. Delivery to First Lutheran to be on Sunday, September 2. Distribution to be made on Labor Day, Monday, September 3.

6. Forgiveness Campaign: We are gathering information about producing a banner and will make further plans once this information is obtained.

Finance

Meeting held June 19, 2018 @ 6:30 PM

1. Opened with a prayer by Pastor Larry
2. Mid-town Plaza Project
 - a. Met with attorneys on 5/22/18. In the negotiation process with Robert Boyle Real Estate and their attorney. Negotiation process could take quite some time.
 - b. Tax Appeal is still delayed.
 - c. Received KW Management account statements for April and May in June.
 - d. Discussed immediate needs for repairs at the Plaza; and a line of credit to work with for repairs. A motion was made by Dave Mickley and seconded by Dave Cobb to explore a line of credit at several banks, asking for a rate of Prime – ½%. Discussion made. Motion passed. Bob is in the process of making the contacts and getting the information
3. Morgan Stanley
 - a. Discussion was continued from the last meeting, about the Boyd Watterson accounts. Dave Mickley gave his opinion of how changing management of First Lutheran Church's bond funds from Boyd Watterson to Western Core SMA was a good move for the organization. Malcolm Sias moved and Dan Lucas seconded that we move our current holdings in Boyd Watterson to Western Core SMA. Motion passed. Bob Errett will contact Eric & Alex Koter to facilitate the movement of these funds.
4. Bob notified the team of the pending meeting with the American Red Cross, in August. The team discussed the potential financial roadblocks. Several questions were raised about what needs may be expected, for which we may incur unexpected expenses. These will be asked at the Council meeting in August
5. Problem with banking outlined. Solution explained.
6. Preliminary findings were discussed for Personnel recommendations. Bob will plug in the numbers and run it by Personnel next month, then Finance in early August.
7. We discussed writing a grant to Lutheran World Hunger Relief to help finance our food outreach ministries. It was determined that we do not need the grant.
8. The meeting closed with the Lord's Prayer at 7:45 PM.

There was no Finance Team meeting in July 2018. However, business was conducted via e-mail and phone.

1. Several attempts made to secure a loan or Line of Credit (LOC) on the property value at the Mid-town Plaza for the purpose of paying for repairs and improvements. Though we believe we will be able to secure an LOC adequate for a self-sustaining financial structure for the Mid-town Plaza property, it will not be in time to pay for work in current status. The Finance team finds it

necessary to ask for use of a current LOC that sits in the B&R Fund at Morgan Stanley. The LOC that may be needed is \$157,000. The terms are variable at 4.576% interest. It was decided by the management team at Mid-town Plaza to access \$35,000 of that LOC to pay for the AC units, which were installed the last weekend in June. That \$35,000, along with \$23,000 of the plaza's current holdings was used to pay that bill. As bills come in, the plaza management team will draw on the LOC, until a LOC is established for the Mid-town Plaza based on its assets. The LOC will be paid from funds in the KW Management Repair & Improvements account, until it is paid off, or the plaza establishes its own LOC, when the LOC in Morgan Stanley will be paid, in full.

Action needed by Council: Permission was sought from Council via e-mail, and granted, to finalize this action. However, this action will need to be ratified by motion, second and vote at the next Council meeting. I will bring this action, on behalf of the Finance Team at the August Council meeting.

Next Meeting Date: August 21, 2018

Social Ministry **No report**

Stewardship **No report**

Worship and Music **No report**

Personnel **No report**

Fellowship **No report**

Information Technology **No report**

OLD BUSINESS:

1. Midtown Plaza Update
 - a. Bob Errett moves that the Church get a line of credit through Morgan Stanley for \$157,000 at 4.76% paid from Repair and Improvement fund through the K&W fund. Diana Marusko seconded. Motion passed.
2. Office Copier
 - a. Will entertain other proposals and make a decision in September.

NEW BUSINESS:

1. Synod Assembly Report
2. Vacation Bible School Report
3. Discussed safety plan and October fire drill/active shooter training
4. Tabled – until next month

ADJOURNMENT: A motion was made by Bob Errett and seconded by Amy Schultz to adjourn the meeting. Motion approved.

CLOSING PRAYER

Respectfully submitted,

Brandie Saraceni, Council Vice President

(Typed by Megan Zobb, Council Secretary)