

CONGREGATIONAL COUNCIL MINUTES

November 6, 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, Megan Zobb, Suzie Flory, Brandie Saraceni, Jeanne Kiss, Dianna Marusko, Amy Schultz, Sue Ross

ABSENT: Merle Baker, Kim von Schlichten

JOY OF THE DAY – Looking forward to potential joys.

OPENING PRAYER

MINUTES: Amy Schultz made a motion to accept the minutes and Sue Ross seconded. Motion approved.

TREASURER’S REPORT: Bob Errett made a motion to accept the Treasurer’s Report and Brandie Saraceni seconded. Motion approved.

PASTOR’S REPORT: October 2018 Report

1. Pastoral acts:
 - a. Funerals/Memorial Services:
 - i. Bonnie Barnhart 10-8-18
 - b. Weddings: none
 - c. Baptisms:
 - i. Kinsley Colonna 10-28-18
2. Visitation
 - a. General/miscellaneous visits: 10
 - b. Hospital visits: 7
 - c. Bereavement visits: 4
 - d. Extraordinary communions (these are not extra visits): 14
 - e. Office Visits: 9
3. Worship leadership other than Sunday mornings, Wednesday evenings, weddings and funerals: none
4. Activity
 - a. Congregation Council: 10-2-18
 - b. Fellowship 10-3-18
 - c. Food from the Heart Luncheon: 10-3-18, 10-10-18, 10-17-18, 10-24-18, 10-31-18
 - d. Preschool Chapel Time with the older children: 10-3-18, 10-10-18, 10-24-18, 10-31-18
 - e. Preschool Chapel Time with the younger children: 10-4-18, 10-11-18, 10-18-18, 10-25-18
 - f. Worship & lunch at Zion’s 10-4-18
 - g. Evangelism 10-4-18
 - h. Mtg with Confirmation parents: 10-7-18
 - i. Adult Bible Study: 10-8-18, 10-22-18, 10-29-18
 - j. Greensburg Pastors’ Pericope study: 10-9-18, 10-30-18
 - k. Faithful Responses to Migrant Children ELCA/Local Presentation in Monroeville: 10-11-18
 - l. Animal Blessing in the Park: 10-13-18
 - m. Confirmation Instruction: 10-14-18, 10-21-18, 10-28-18
 - n. Synod Theological Convocation 10-15-18 to 10-17-18
 - o. Food Bank: 10-18-18
 - p. Pastor Kevin O’Brien’s Installation at Trinity, Latrobe: 10-21-18
 - q. Faith Community Nurse Commissioning Service at Mercy Hospital (re Amy Schultz) 10-27-18
 - r. Ecumenical Hymn Festival: 10-28-18
 - s. Executive: 10-29-18
5. For Information/Discussion:
 - a. CROP walk: I was unable to participate because I had to tend to several pastoral concerns
 - b. Thiel College FELC Scholarship recognition banquet: I chose not to attend because the Erdman’s invited me to participate in a 5 km race that was being held as a fund raiser for the Penn State Fayette Cross Country team. I felt a greater sense of obligation to support Drew and his family in that effort.
 - c. Possible Baptism under unusual circumstances sometime this month: this never materialized.
 - d. I am tentatively set to meet with the Bishop on 11-28-18 to discuss my status as we approach the expiration of my term.

COUNCIL BUSINESS:

For Your Information:

1. Annual Report for each team is due December 1st (Team members' names should be included in the report)
2. December Executive Meeting – Thursday, January 3, 2019
3. January Council Meeting – Tuesday, January 8, 2019
4. Council Member Installation during service - December 30, 2018

For Action: Executive Committee recommends:

1. Approve use of facilities by Margie Nalevanko for a baby shower November 27, 2018 from 1 to 4 pm. Seconded by Amy Schultz. Motion passed.
2. Approve the transfer of membership of Andy, Sarah and Aiden Yount to St. Paul Lutheran Church in Zelienople. Seconded by Bob Errett. Motion passed.
3. Approve for membership Ann Ohr by letter of transfer and Bonnie Kasic and Leon Nusselt, Jr. by affirmation of baptism. Seconded by Suzy Flory. Motion passed.

ACTIVATION TEAM REPORTS FOR SEPTEMBER:

Christian Ed/Youth No Meeting Held

Property Meeting held October 31, 2018

1. Discussed repairing the sanctuary arch. It was decided to obtain various bids and have the moisture in the wall checked often.
2. LED lighting is still in progress. Brian Erdman is handling this.
3. Bob Stricklin is taking care of the HVAC system. Parts are on order.
4. Goals and objectives for 2019 have been given to council and finance committee.
5. The punch list is still ongoing.

Next Meeting Date: November 28, 2018 @ 6:30 PM

Evangelism No meeting held but request information for Council

The Lily Project Request for Storage Space-

1. The clothing will be given to the hospital emergency room to be available for victims of rape and domestic violence and after forensic examination.
2. We've been in touch with Westmoreland Hospital forensic nurses and they would welcome such a service. Heretofore they scrounge around and find clothing for their patients wherever they can. They have requested this service for all three Excelsa Hospitals: Latrobe, Mt. Pleasant, Westmoreland.
3. Congregational support for supplying clothing required.
4. We are not alone. Women in Good Shepherd, Harold Zion, St. Matthias and Zion have volunteered their help and will be in on some of the planning. Will be reaching out to women from the Latrobe and Mt. Pleasant Area churches.
5. Possible Plans – Publicity and requests for help would start in late January, early February. Program to be launched in April which is the month designated to focus on rape and domestic violence to women.

Finance Meeting held October 16, 2018 @ 6:30 PM

1. Opened with a prayer by Bob Errett
2. Mid-town Plaza Project
 - a. Fall property taxes due on November 30, 2018, at face value
 - b. Repair work
 - i. Drainage basins in Parking lot replaced
 - ii. Old docks completely demolished. New docks to be completed this month
 - iii. Renovation and sealing of parking lot lined up
 - c. Tax Appeal is in process. First meeting between Judge Marsili, us and the solicitors for the City of Greensburg, Greensburg-Salem School District, and Westmoreland County was held on September 25, 2018. Everyone has our appraisal and info. Next meeting is on December 11, 2018 at 2:00 PM.
 - d. Legal progress with Boyle Real Estate
 - i. Papers were drawn up by Robert Boyle's attorney, John Greiner, and are being reviewed by our attorney, Wes Long, for the final settlement.

- e. Asked Tony Ferry for a reset on the financials for next year for budget purposes by October 30, 2018.
 - f. Began the process for re-signing Tony Ferry & KW Management to a long-term contract to manage the Mid-town Plaza for us
3. Morgan Stanley
 - a. A bumpy ride in October, but still doing ok on the investment front
 4. Discussed budgets for each of the teams that gave us figures
 - a. Bob will be asking for a breakdown of the numbers from each group, which he has already received for Personnel, Evangelism, Pre-school, and Property. A closer look will be taken at the income side of the equation in 2018, as well. Bob will be in touch with teams that gave him budgets with questions, if needed
 5. Mission Investment Fund Account
 - a. Bob did accounting audit of the church's Mission Investment Fund investments. The amounts agreed with the report from the Mission Investment Fund. The Trustees in attendance signed off on the report. It was sent back to the ELCA for their records.
 6. Bob brought the proxy election statement for Morgan Stanley. The Trustees voted on the board of directors for Morgan Stanley.
 7. Bob thanked the team for helping him during the last month.
 8. The meeting was closed with the Lord's Prayer at 7:40 PM
- Next Meeting Date:** November 20, 2018 @ 6:30 PM

Social Ministry Meeting held October 28, 2018 @ 9:30 AM

1. Operation Reindeer: information will be found in the November newsletter.
 2. Angel Tree Gifts: forms will be distributed at the November food bank as well as to the preschool and will be ready for the congregation to choose an angel on Sunday, November 18.
 3. The gifts will be distributed at the December food bank.
 4. Next Java Table: Sunday, November 25.
 5. Amy Schultz was commissioned as a Faith Community Nurse on Saturday, October 27 and is hoping to begin a health ministry team here at First. Pastor Kemp and Patricia Davidson, the Health and Wellness Ministry Coordinator for the synod attended the commissioning ceremony.
- Next Meeting Date:** Sunday, November 25 @ 9:30 AM.

Stewardship Did not meet

Worship and Music Did not meet

1. Organ is out of tune, one week after it was tuned by Organ Craft. Al Sterner came in to look at the Organ and said the first tuning was not good. A tuning for the entire instrument was done by Al Sterner. Marvin does not believe there is a contract with Organ Craft and is waiting for an invoice from Al Sterner.

Personnel Meeting held October 19, 2018 at 6:00PM

1. There is one position opening for Council & the search is on.
 2. We are actively reviewing the employee handbook.
 3. Systems Theory continues to be at the forefront of our discussions
 4. Employee annual evaluation questions to be reviewed after the personnel handbook has been updated.
- Next Meeting Date:** Tuesday, November 13th at 6:00 PM

Fellowship Meeting held October 2, 2018

5. Cake and punch will be served between services on Reformation Sunday, October 28th.
 6. Thirty-six people attended the Rally Day Luncheon.
 7. Gwen will get pictures of Pastor Jerry and Pastor Marlene and have them hung on the hallway wall in front of the Church Office.
 8. Family Game Night is scheduled for November 16th, Friday. All are encouraged to attend and to bring a favorite family game and snack. Official notice will be sent to Church Office to be included in bulletins.
 9. Fellowship budget and goals have been submitted to Church Office by Patti Sias.
- Next Meeting Date:** No meeting in November

Information Technology Did not meet

Call Committee Meeting held Tuesday, October 12, 2018

1. Pastor Sarah Lee Faulkner reviewed the Ministry Site Profile and made a few recommendations to change some of the wording.

2. It will be submitted electronically to the synod once the changes have been made.
3. The Call Committee will wait to begin receiving names of candidates for consideration.

Next Meeting Date: No meeting scheduled at this time.

OLD BUSINESS:

- 1) Brian Erdman nominated at the November 4th Congregational Meeting to replace Merle Baker. Sue Ross, Brandie Saraceni and Suzy Flory were also nominated to Council.
 - i. Election November 18th during the Congregational Meeting
- 2) Pictures of Pastor Jerry and Pastor Marlene have been hung in the hallway.

NEW BUSINESS:

- 1) Suzy Flory made a motion to approve payment to Al Sterner for most recent organ tuning and to use Al Sterner for future tuning. Brandie Saraceni seconded. Discussion. Motion passed.
- 2) 2019 Council Retreat Date – Saturday, January 12, 2019 at 9:00 am
 - i. Bring Healthy Congregations Notebook for review
- 3) Distribution of Trust Fund Outreach Ministry Meeting - December 5, 2018
- 4) Discussion on Proposed Budget for Council review

ADJOURNMENT: A motion was made by Jeanne Kiss and seconded by Brandie Saraceni to adjourn the meeting. Motion approved.

CLOSING PRAYER

Respectfully submitted,

Megan Zobb, Council Secretary