

Messiah Lutheran Church ELCA- Congregational Council Meeting

Sunday, October 19, 2025 | 12:00 pm | Fellowship Hall

LEADERSHIP TEAM

Reporting Group	Leader	Council Liaison	Action	Notes
MINISTRY TEAMS				
Care	Illy Wood	Susan Hamilton		
Disciple	Mary Williamson	Michele Wilson		
Invite	Kate Spears	Mary Ellen Whitson		
Serve	Connie Cole	Jack Wilder		
Worship	Jane Mason	Jon Driskill		
SUPPORT TEAMS				
Badenhop	Mary Ellen Whitson	VACANT		
Connect	Michele Wilson	Susan Hamilton		
Finance	Steve Hess	Judy Mennel		
Personnel	Connie Cole	Angela Kronau		
Property	Jon Driskill	Cristall Mount		
SPECIAL GROUPS				
BAM (Disciple)	No Leader	Carolyn Lawhorn		
DJC (Serve)	L. Wilder, M. Driskill	Jack Wilder		
Fellowship (Invite)	C. Lawhorn, J. Mennel	Cristall Mount		
Policy (Support)	Mike Driskill	Angela Kronau		
Stewardship (Finance)	Tom Cole	Martha MacCabe		
WELCA (Disciple)	Anne Tinker	Cristall Mount		
STAFF				
Parish Nurse	Mary Sophia Hawks	n/a		
Interim Senior Pastor	Pastor Mark Cerniglia	n/a		
Director of Music	Mary Phillips	n/a		

AGENDA:

1. Call to Order: Angela | Opening Devotion & Meal by Martha MacCabe
2. Approval of September Minutes
3. Finance Update - Steve Hess
4. Correspondence, updates, building use requests, etc.
5. Monthly Committee Reports
6. Council Nominations
7. Annual Meeting Date – Sunday, December 7 @ 11:00 am
8. Constitution Update
9. Safety & Security Update (Security Door)
10. December Council Meeting – Sunday, December 14 @ 1:00 pm [Home of The Lawhorns]
11. Other Business
12. Adjourn with Prayer

NEXT COUNCIL MEETING: Sunday, September 21 at 12 noon Devotion & Meal by Martha MacCabe

UPCOMING DATES:

Committee Reports Due to Carrie: Wednesday, November 12, 2025

Executive Committee Meeting: Tuesday, November 11 at 6:00 pm via Zoom

Executive Committee Meeting (December): Tuesday, December 9 @ 6:00 pm via Zoom

Messiah Lutheran Church ELCA/ Council Meeting
Sunday, September 21, 2025 | 12:00, noon | Fellowship Hall, Messiah

Members present: Rick Christian, Angela Kronau, Jack Wilder, Martha MacCabe,
 Carolyn Lawhorn, Mary Ellen Whitson, Tom Cole,
 Pastor Josh Moss, Mike Driskill, Jon Driskill

Members absent: Judy Mennel, Susan Hamilton, Cristall Mount

**LEADERSHIP
TEAM**

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<i>MINISTRY TEAMS</i>				
Care	Illy Wood	Susan Hamilton		
Disciple	Mary Williamson	Carolyn Lawhorn		
Invite	Kate Spears	Mary Ellen Whitson		
Serve	Connie Cole	Jack Wilder		
Worship	Jane Mason	Martha MacCabe		
<i>SUPPORT TEAMS</i>				
Badenhop	Mary Ellen Whitson	Rick Christian		
Connect	Michele Wilson	Susan Hamilton		
Finance	Steve Hess	Judy Mennel		
Personnel	Connie Cole	Rick Christian		
Property	Jon Driskill	Cristall Mount		
<i>SPECIAL GROUPS</i>				
BAM (Disciple)	No Leader	Carolyn Lawhorn		
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Policy (Support)	Mike Driskill	Angela Kronau		
Stewardship (Finance)	Tom Cole	Martha MacCabe		
WELCA (Disciple)	Anne Tinker	Cristall Mount		
<i>STAFF</i>				
Parish Nurse	Mary Sophia Hawks	n/a		
Interim Senior Pastor	Pastor Josh Moss	n/a		
Director of Music	Mary Phillips	n/a		

AGENDA

1. Call to Order: Angela | Opening Devotion and meal by Jack Wilder

Angela K. called the meeting to order at 12:15. Jack W. led the devotion using a passage from Exodus 3 which tells the story of Moses and the Burning Bush. He reminds us that wherever God is, we are standing on holy ground. He then explains that

in the time that Exodus was written, the word for “holy” meant weird. He wants us to remember that since this is the first day of Pastor Josh’s first ministerial assignment, that he may also feel some “weirdness” as he begins this journey with us. But just as God is with him throughout this new journey, we, the Council and Congregation of Messiah are also with him. We stand at the dawning of a new age for Messiah, as we welcome Pastor Josh to the Messiah family!

2. Approval of August Minutes

After Carolyn L. passed out the corrected version of the August Minutes, Jack W. moved to approve the August Minutes. Mary Ellen W. seconded the motion. The Minutes were then approved by Council unanimously.

3. Correspondence, updates, building use requests, etc.

There were none presented today for Council to review.

4. Finance Update - Steve Hess

Steve Hess was absent from the meeting but sent, via email, his financial update for the month of August.

- **2025** Income and Spending plan **\$29,648** per month
- **August** General Fund **Income** was **\$986 below** plan.
 - General Fund income is **\$9,911 below** plan YTD (**4%**)
 - General Fund Income is \$2371 above last year at this same time.
- **August** General Fund **Expenses** were **\$1,051 Above** Plan.
 - General Fund Expenses are \$17,633 below plan YTD.
 - General Fund Expenses are \$13,070 below last year at this same time.
- **August** General Fund **Unrestricted Cash** reserves increased to **\$41,126**
 - This is 6.0 weeks’ worth of cash.
 - At this level of unrestricted cash, I recommend General Fund spending at plan or a bit more.
 - I recommend moving forward and completing planned building maintenance projects
- Other **August** items to note:
 - We have 7K in Tree & Ditch work to complete
 - We have Mold Remediation & Moisture issues to address in the Lower-Level Ed Wing
 - We Have Exterior Painting to complete
 - We have Kitchen repairs to complete
 - The 2025 Spending Plan was modified to include a Part Time Admin
 - Spending was reduced for Property
 - We are continuing the transition to the new Tech Services Provider
 - Our Sr Pastor Expenses will increase with the onboarding of the full time Pastor 9/1

Questions arose concerning the phrase “General Fund **Unrestricted Cash**”. If this month’s Unrestricted Cash is valued as “6.0 weeks’ worth of cash” does that mean it can be used for any unexpected expense (like an emergency fund) or could a couple of weeks’ worth of cash be transferred to a specific line item, such as property maintenance fund, to help build up more available funds in a specific line item? Several members of Council who have dealt with the church budget for a number of years now explained that the Unrestricted Cash reserve would be used for unexpected expenses that occurred for a particular budget line item, if those expenses were more than what was allocated for that line item in the current year’s budget. This is because some church members make their annual giving available for specific line items in the budget, not the general budget to be used, as needed.

Council also considered ways to provide regular updates on the budget and any upcoming expenditures throughout the year. The consensus was that a team will be identified to develop a plan to do this in a way that will be useful and easily understood by the congregation.

5. Stewardship Update: Tom Cole

Tom C. reminded Council of three major points as Messiah’s Stewardship Campaign begins:

- Tom requests prayers for himself and the church as we begin this important time for the life of the church
- He reminded Council of their pledge earlier this year to increase our pledge amounts by 1/12 of each of our 2025 giving levels for the 2026 campaign
- There will be several Temple Talks presented to the congregation during the month of October

6. Constitution Update: Mike Driskill

Mike D. reminded Council that the last major updates made to the Church Constitution was in 2018. He presented an annotated copy of that document in which he identified some changes and possible updates that need to be made. Several Council members suggested that term limits should be set in place for all Congregation officers so that no one person shoulders such responsibility for an unlimited amount of time. Pastor Josh asked if a team consisting of Mike D., Beth Ford, Rick Christian and himself be willing to begin that work. All agreed and this project will be presented as a Goal for 2026 at the November Congregational Meeting.

7. Monthly Committee Reports

No reports were discussed.

8. Sound System Update

Angela K. signed the contract and the work started on Tuesday, September 16. It was finished Wednesday, September 17. The contractor will continue to provide service and tech support, as needed. Pastor Josh said that the system worked great

during his Saturday Ordination Service (September 20) though a glitch did develop in one microphone. He has already notified Bruce (of EMP—Elliot Mission Productions), who installed the system, and he will return soon to fix the issue. Bruce will also help update Jon Driskill with the new system.

9. Approval of Security Door repair

Tabled until the October meeting.

10. Other Business

a) Safety Team: Mike Tinker, Mary Williamson, Cameron Driskill, Don Lawhorn, Burt Wagoner and Jon Driskill have been asked to serve. Pastor Josh's objective for the Safety Team is to ensure safety for all. This team will meet with a KPD representative on Friday, September 26, to begin discussions on best practices and conduct a facilities audit to help Messiah determine what improvements can be made to our church property to provide better safety for our church.

b) Jon D. made a request to set up an email account for the property committee so that property issues and requests can be sent directly to him. He will also need that email added to the current Building Use Request form so that groups who want to use the church sound system as part of their event can contact Jon D., as well as Michele Wilson and Carrie Parrot. Rick C expressed that he has comments to the BUR form and agreed to mark up the form for consideration by council.

11. Adjourn with Prayer

Martha M. made a motion to adjourn the meeting. Rick C. seconded the motion, and Council approved the motion unanimously. Angela K. led Council in prayer, and the meeting was adjourned at 2:20 pm.

Submitted by: Carolyn Lawhorn

Date submitted: September 22, 2025

***NEXT COUNCIL MEETING: Sunday, October 19, 2025, at 12 noon,
Devotion & Meal by Martha MacCabe***

***UPCOMING DATES: Committee Reports Due to Carrie: Wednesday, October 8, 2025
Executive Committee Meeting: Monday, October 13 at 6:30 pm
Via Zoom***

MESSIAH LUTHERAN CHURCH
Monthly Summary for the Month of September 2025
Percent of Budget Year = 75.0%

Messiah Mission	Monthly Activity	YTD Activity	YTD 2024 Activity	2025 Full Year	
				Budget	% of Budget
Mission Contributions	\$ 28,326.38	\$ 255,599.59	\$ 266,640.69	\$ 355,771.00	71.8%
Mission Expenses					
Wider Church Mission Support	\$ 1,200.00	\$ 10,800.00	\$ 8,000.00	\$ 14,400.00	75.0%
Staff Expenses	\$ 13,167.23	\$ 99,033.57	\$ 107,723.13	\$ 147,699.00	67.1%
Leadership Support	\$ -	\$ 1,253.17	\$ 1,362.74	\$ 1,440.00	87.0%
Supplies and Other	\$ 2,019.85	\$ 13,627.05	\$ 11,891.26	\$ 16,724.00	81.5%
Facility Expenses	\$ 14,080.44	\$ 123,352.02	\$ 127,573.81	\$ 170,363.00	72.4%
Ministry Support	\$ 795.14	\$ 2,747.89	\$ 2,873.08	\$ 5,145.00	53.4%
Total Mission Expenses	\$ 31,262.66	\$ 250,813.70	\$ 259,424.02	\$ 355,771.00	70.5%
Balanced Budget Adjustment	\$ -	\$ (7,000.00)	\$ (12,000.00)	\$ (7,000.00)	
Impact on Available Unrestricted Cash	\$ (2,936.28)	\$ (2,214.11)	\$ (4,783.33)	\$ (7,000.00)	

OWLs Program	Monthly Activity	YTD Activity	YTD 2024 Activity	2025 Full Year	
				Budget	% of Budget
Contributions	\$ 20.00	\$ 130,452.19	\$ 124,090.69	\$ 124,677.00	104.6%
Expenses	\$ 13,236.13	\$ 93,141.80	\$ 89,014.69	\$ 124,677.00	74.7%
Impact on Owls Program Fund	\$ (13,216.13)	\$ 37,310.39	\$ 35,076.00	\$ -	

				Month Ending
Available Unrestricted Cash				Total
Cash				
Operating Checking Account				\$ 165,489.81
Savings Account				\$ 44,757.12
Total Cash				\$ 210,246.93
Designated Funds				
Badenhop Fund				\$ 96,121.60
Building Maintenance Fund				\$ 20,726.58
Memorial Gifts Balance				\$ 5,182.86
Children & Youth Faith Formation				\$ 10,938.69
Columbarium Fund				\$ 4,481.28
Sharon Olson Fund				\$ 6,442.49
Other Designated Funds				\$ 18,698.66
Total Designated Funds (Incl. OWLS)				\$ 162,592.16
Liabilities, Prepaids, and Equity				\$ 9,364.77
Available Unrestricted Cash				\$ 38,290.00
Memo: Total Earnings from Mena Eckerd Fund				\$ 2,506.92

Messiah Evangelical Lutheran Church - Knoxville TN
Treasurer's Report as of September 2025

Wednesday, October 8, 2025

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
Income						
General Mission & Operating Contributions						
4.100.100	Unrestricted Offering	25,611.66	26,500.00	225,865.26	318,000.00	71
4.102.100	Badenhop Building Use	1,600.00	1,600.00	14,400.00	19,200.00	75
4.103.100	Loose Offering	446.50	307.00	3,419.57*	3,683.00	93
4.110.100	Interest and Dividends	0.39	0.00	3.15*	4.00	79
4.115.100	Coffee Hour Proceeds	24.50	56.00	498.64	668.00	75
4.125.100	Building Usage Fee/Donation	60.00	525.00	5,175.00*	6,300.00	82
4.130.100	Miscellaneous	0.00	0.00	0.00	0.00	0
4.135.100	Thrivent Choice dollars	0.00	76.00	988.00*	916.00	108
4.140.100	Balance Budget	583.33	583.00	5,249.97*	7,000.00	75
	Subtotal General Mission & Operating Contributions	\$28,326.38	\$29,647.00	\$255,599.59	\$355,771.00	72
OWLs Program Contributions						
4.200.100	Badenhop Fund Earnings	0.00	10,390.00	130,242.19*	124,677.00	104
4.210.100	OWLS Offerings	20.00	0.00	210.00*	0.00	0
	Subtotal OWLs Contributions	\$20.00	\$10,390.00	\$130,452.19*	\$124,677.00	105
Designated Funds Contributions						
4.300.100	Sharon Olson Fund Income	0.00		5,100.00		
4.509.100	AV Equipment Income	200.00		200.00		
4.510.100	Altar Flowers Income	95.00		1,159.00		
4.513.200	Building Maintenance Fund Income	1,217.50		9,860.50		
4.517.100	Children and Youth Faith Formation Income	490.37		3,890.37		
4.519.100	Columbarium Inc	0.00		0.55		
4.540.100	Creekmore Music Endowment Income	0.00		3,567.22		
4.550.100	ELCA Domestic Disaster Relief Income	0.00		2,000.00		
4.591.100	Guatemalan Mission Income	50.00		1,250.00		
4.670.100	Memorial/Honorarium Gifts Income	150.00		1,202.75		
4.680.100	Mena Eckerd Endowment Fund Income	0.00		2,518.98		
4.780.100	Staff Gifts Income	625.00		1,265.00		
4.836.100	WELCA Cluster Meeting Fund Income	0.00		730.00		
4.837.100	WELCA Eggs for CareCuts Income	0.00		232.76		
4.840.100	World Hunger Income	0.00		40.00		
	Subtotal Designated Funds Contributions	\$2,827.87		\$33,017.13		
	Total Income	\$31,174.25	\$40,037.00	\$419,068.91	\$480,448.00	80

Expenses

General Mission & Operating Expenses

Messiah Evangelical Lutheran Church - Knoxville TN
Treasurer's Report as of September 2025

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.100.100	Synod Mission Support	1,200.00	1,200.00	10,800.00	14,400.00	75
5.100.110	UT Campus Ministry	0.00	0.00	0.00	0.00	0
5.100.120	ELCA World Hunger	0.00	0.00	0.00	0.00	0
5.100.130	Seminarian Support	0.00	0.00	0.00	0.00	0
	Subtotal Wider Church Mission Support	\$1,200.00	\$1,200.00	\$10,800.00	\$14,400.00	75
5.105.100	Sr. Pastor's Salary	3,132.26	3,811.00	35,132.26*	45,737.00	77
5.105.200	Sr. Pastor's Housing	1,610.58	1,250.00	10,563.66	15,000.00	70
5.105.300	Sr. Pastor's Social Security	618.70	657.00	2,602.70	7,889.00	33
5.105.400	Sr. Pastor's Moving Expenses	2,760.30	392.00	4,738.90*	4,700.00	101
	Subtotal Sr. Pastor's Compensation	\$8,121.84	\$6,110.00	\$53,037.52	\$73,326.00	72
5.110.100	Sr. Pastor's Pension	645.35	456.00	645.35	5,473.00	12
5.110.200	Sr. Pastor's LH&D Benefits	26.89	1,000.00	2,762.89	12,000.00	23
	Subtotal Sr. Pastor's Benefits	\$672.24	\$1,456.00	\$3,408.24	\$17,473.00	20
5.115.100	Sr. Pastor's Auto Expense	0.00	60.00	643.30*	720.00	89
5.115.200	Sr. Pastor's Book Allowance	0.00	33.00	21.34	400.00	5
5.115.300	Sr. Pastor's Continuing Education	0.00	67.00	1,525.54*	800.00	191
	Subtotal Sr. Pastor's Expenses	\$0.00	\$160.00	\$2,190.18*	\$1,920.00	114
5.140.100	Administrative Assistant Salary	1,355.74	1,571.00	12,686.98	18,855.00	67
5.140.200	Administrative Assistant Soc. Sec.	103.71	120.00	976.09	1,436.00	68
	Subtotal Administrative Assistant Compensation	\$1,459.45	\$1,691.00	\$13,663.07	\$20,291.00	67
5.140.240	Administrative Assistant Pension	0.00	16.00	188.56*	188.00	100
5.140.250	Administrative Assistant Health Ins.	0.00	59.00	717.70*	706.00	102
	Subtotal Administrative Assistant Benefits	\$0.00	\$75.00	\$906.26*	\$894.00	101
5.135.100	Director of Music Salary	2,520.84	2,521.00	22,687.56	30,250.00	75
5.135.200	Director of Music Soc. Sec.	192.86	198.00	1,735.74	2,370.00	73
5.135.300	Director of Music Cont. Ed.	0.00	0.00	0.00	0.00	0
	Subtotal Director of Music	\$2,713.70	\$2,719.00	\$24,423.30	\$32,620.00	75
5.150.100	Nursery Attendant Salary	0.00	0.00	0.00	0.00	0
5.150.200	Nursery Attendant Soc. Sec.	0.00	0.00	0.00	0.00	0
	Subtotal Nursery Attendant	\$0.00	\$0.00	\$0.00	\$0.00	0
5.155.100	Supply Clergy (Honorarium)	0.00	73.00	805.00*	875.00	92
5.155.200	Supply Organist (Honorarium)	200.00	25.00	600.00*	300.00	200
	Subtotal Supply	\$200.00	\$98.00	\$1,405.00*	\$1,175.00	120
	Subtotal Staff	\$13,167.23	\$12,309.00	\$99,033.57	\$147,699.00	67
5.160.100	Synod Assembly	0.00	100.00	1,253.17*	1,200.00	104

Messiah Evangelical Lutheran Church - Knoxville TN
Treasurer's Report as of September 2025

Wednesday, October 8, 2025

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.160.200	Leadership Programs	0.00	20.00	0.00	240.00	0
	Subtotal Leadership Support	\$0.00	\$120.00	\$1,253.17*	\$1,440.00	87
5.170.100	Office Equipment	577.08	583.00	5,431.30*	7,000.00	78
5.170.200	Computer Maintenance	349.00	67.00	998.00*	806.00	124
5.170.250	Computer Hardware & Software	206.60	139.00	1,428.40*	1,667.00	86
5.170.300	Office Supplies	523.86	79.00	2,142.65*	951.00	225
5.170.400	Postage	0.00	8.00	96.28*	100.00	96
5.170.600	Bank Charges/Service Fees	265.61	361.00	2,874.87	4,333.00	66
5.170.650	Background Check Fees	0.00	42.00	46.95	500.00	9
5.170.700	Kitchen/Coffee Supplies	47.60	26.00	47.60	309.00	15
5.170.800	Publications	0.00	0.00	0.00	0.00	0
5.170.900	Electronic Communications	50.10	88.00	561.00	1,058.00	53
	Subtotal Supplies and Other	\$2,019.85	\$1,393.00	\$13,627.05*	\$16,724.00	81
5.175.100	Utilities	2,907.00	2,994.00	29,198.00*	35,925.00	81
5.175.200	Telephone	90.00	357.00	3,030.40	4,285.00	71
5.175.300	Property - Repairs	1,174.65	1,370.00	2,492.04	16,443.00	15
5.175.400	Property/Liability Insurance	1,054.08	896.00	9,480.64*	10,748.00	88
5.175.500	Worker's Compensation Insurance	54.66	79.00	482.00	950.00	51
5.175.600	Building Maintenance - Contracts	369.98	333.00	4,174.82*	4,000.00	104
5.175.610	Building Custodial	1,250.00	1,250.00	11,250.00	15,000.00	75
5.175.620	Mowing, Trimming & Landscaping	450.00	167.00	2,250.00*	2,000.00	113
5.175.630	Trash Service	391.07	317.00	3,411.11*	3,800.00	90
5.175.650	Cleaning/Bathroom Supplies	0.00	95.00	532.01	1,144.00	47
5.175.700	Mortgage Principal	5,179.22	4,965.00	46,055.37*	59,580.00	77
5.175.800	Mortgage Interest	1,159.78	1,374.00	10,995.63	16,488.00	67
	Subtotal Facility Expenses	\$14,080.44	\$14,197.00	\$123,352.02	\$170,363.00	72
	Subtotal Office and Facility	\$16,100.29	\$15,590.00	\$136,979.07	\$187,087.00	73
5.180.100	Disciple - Adult Faith Formation	0.00	63.00	122.00	750.00	16
5.180.150	Disciple - Children & Youth Faith Formation	60.82	2.00	156.60*	25.00	626
5.180.200	Care - Congregation Care	0.00	14.00	43.00	170.00	25
5.180.300	Care - Fellowship	0.00	0.00	41.97*	0.00	0
5.180.350	Library	0.00		39.33		
5.180.390	Connect	0.00	8.00	0.00	100.00	0
5.180.400	Invite - Publicity	0.00	33.00	0.00	400.00	0
5.180.450	Support - Stewardship	0.00	25.00	0.00	300.00	0
5.180.500	Worship - Worship & Music	669.20	225.00	1,965.35	2,700.00	73

Messiah Evangelical Lutheran Church - Knoxville TN
Treasurer's Report as of September 2025

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.180.550	Worship - Worship & Music - Altar Supplies	65.12	58.00	379.64	700.00	54
	Subtotal Ministry Support	\$795.14	\$428.00	\$2,747.89	\$5,145.00	53
5.190.100	Balance Budget Adjustment	0.00	0.00	7,000.00	7,000.00	100
	Subtotal General Mission & Operating Expenses	\$31,262.66	\$29,647.00	\$257,813.70	\$362,771.00	71
OWLS Ministry						
5.225.100	Parish Nurse Salary	4,416.66	4,417.00	39,749.94	53,000.00	75
5.225.200	Parish Nurse Social Security	311.20	314.00	2,800.80	3,763.00	74
	Parish Nurse Compensation	\$4,727.86	\$4,731.00	\$42,550.74	\$56,763.00	75
5.227.100	Parish Nurse Pension	265.00	265.00	2,385.00	3,180.00	75
5.227.200	Parish Nurse LH&D Insurance	817.07	897.00	7,353.63	10,759.00	68
	Parish Nurse Benefits	\$1,082.07	\$1,162.00	\$9,738.63	\$13,939.00	70
5.230.100	Parish Nurse Auto Expense	592.20	200.00	1,421.00	2,400.00	59
5.230.300	Parish Nurse Continuing Education	390.00	163.00	1,469.36*	1,950.00	75
	Parish Nurse Expenses	\$982.20	\$363.00	\$2,890.36	\$4,350.00	66
	Subtotal Staff - OM	\$6,792.13	\$6,256.00	\$55,179.73	\$75,052.00	74
5.280.100	Fellowship Events - OM	370.00	600.00	4,230.83	7,200.00	59
5.280.200	Office Supplies - OM	0.00	20.00	761.50*	240.00	317
5.280.300	Postage - OM	0.00	33.00	109.15	400.00	27
5.280.400	Medical Devices, Storage & Upkeep - OM	0.00	53.00	250.29	640.00	39
5.280.475	Middle School Program Support - OM	0.00	283.00	3,400.00*	3,400.00	100
5.280.480	Building Use - OM	1,600.00	1,600.00	15,133.00*	19,200.00	79
5.280.500	Publications - OM	0.00	10.00	404.66*	125.00	324
5.280.600	Transportation - OM	0.00	25.00	176.00	300.00	59
5.280.700	Care Assistance	4,474.00	1,510.00	13,496.64	18,120.00	74
	Subtotal OWLs Ministry Support	\$6,444.00	\$4,134.00	\$37,962.07*	\$49,625.00	76
	Owls Ministry	\$13,236.13	\$10,390.00	\$93,141.80	\$124,677.00	75
Designated Funds Expense						
5.300.100	Sharon Olson Fund Expense	836.67		6,385.78		
5.305.100	Balance Budget Expense	583.33		(1,750.03)		
5.509.100	AV Equipment Expense	21.95		447.94		
5.510.100	Altar Flowers Expense	90.00		1,325.50		
5.517.100	Children and Youth Faith Formation Expense	0.00		450.03		
5.519.100	Columbarium Exp	0.00		13,913.46		
5.540.100	Creekmore Music Endowment Expense	357.10		4,135.10		
5.550.100	ELCA Domestic Disaster Relief Expense	0.00		2,000.00		

Messiah Evangelical Lutheran Church - Knoxville TN
Treasurer's Report as of September 2025

Wednesday, October 8, 2025

Page 5 of 5

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.591.100	Guatemalan Mission Expense	509.95		1,709.95		
5.630.100	Library Expense	0.00		24.02		
5.670.100	Memorial/Honorarium Gifts Expense	549.99		3,469.99		
5.680.100	Mena Eckerd Endowment Fund Expense	0.00		3,000.00		
5.757.100	Serve Strategies Exp.	0.00		500.00		
5.780.100	Staff Gifts Expense	1,206.60		1,206.60		
5.793.100	Summer Art Program Exp	0.00		1.65		
5.836.100	WELCA Cluster Meeting Fund Expense	0.00		330.00		
5.837.100	WELCA Eggs for CareCuts Expense	72.25		819.91		
5.840.100	World Hunger Expense	0.00		40.00		
	Subtotal Designated Funds Expense	\$4,227.84		\$38,009.90		
	Total Expenses	\$48,726.63	\$40,037.00	\$388,965.40	\$487,448.00	72
	Difference	(\$17,552.38)	\$0.00	\$30,103.51	(\$7,000.00)	

* = Income/Expense exceeds amount budgeted to date

Messiah Evangelical Lutheran Church - Knoxville TN
Balance Sheet as of September 30, 2025

Wednesday, October 8, 2025

Page 1 of 1

Account #	Account Name	Beginning Balance	Previous Period Balance	Period Activity	YTD Balance
Assets					
1.100.100	Operating Checking Account	129,551.29	187,248.69	(21,758.88)	165,489.81
1.200.100	Designated Funds Savings Account	40,272.69	44,756.73	0.39	44,757.12
1.250.100	Columbarium Savings Account	17,994.19	0.00	0.00	0.00
1.400.100	Thrivent Limited Maturity Bond Account	2,987.94	2,506.92	0.00	2,506.92
1.500.100	Land	16,300.00	16,300.00	0.00	16,300.00
1.500.200	Building	2,613,778.56	2,613,778.56	0.00	2,613,778.56
1.500.300	Pews, Organ & Furnishings	187,748.66	187,748.66	0.00	187,748.66
1.600.100	Pre-Paid Expense	4,627.62	3,382.00	(488.30)	2,893.70
	Total Assets	\$3,013,260.95	\$3,055,721.56	(\$22,246.79)	\$3,033,474.77
Liabilities					
2.000.100	Accrued Liabilities	0.00	333.36	(83.33)	250.03
2.100.100	Mortgage Payable	424,733.59	383,927.30	(5,179.22)	378,748.08
2.600.100	Deferred Income	23,973.00	18,444.36	(4,611.08)	13,833.28
	Total Liabilities	\$448,706.59	\$402,705.02	(\$9,873.63)	\$392,831.39
Fund Balances					
3.100.100	Unrestricted Operating Fund Balance	40,504.11	41,226.28	(2,936.28)	38,290.00
3.200.100	Badenhop Fund Balance	58,811.21	109,337.73	(13,216.13)	96,121.60
3.300.100	Sharon Olson Fund Balance	7,728.27	7,279.16	(836.67)	6,442.49
3.305.100	Balanced Budget Fund Balance	0.00	2,333.36	(583.33)	1,750.03
3.509.100	AV Equipment Fund Balance	599.99	174.00	178.05	352.05
3.510.100	Altar Flowers Balance	363.95	192.45	5.00	197.45
3.513.200	Building Maintenance Fund Balance	10,866.08	19,509.08	1,217.50	20,726.58
3.514.100	Brothers at Messiah Balance	528.89	528.89	0.00	528.89
3.517.100	Children and Youth Faith Formation Balance	7,498.35	10,448.32	490.37	10,938.69
3.518.100	Come to the Water Balance	302.75	302.75	0.00	302.75
3.519.100	Columbarium Fund Balance	18,394.19	4,481.28	0.00	4,481.28
3.540.100	Creekmore Music Endowment Balance	8,274.78	8,064.00	(357.10)	7,706.90
3.590.100	Feeding Ministries	604.14	604.14	0.00	604.14
3.591.100	Guatemalan Mission Support Balance	0.00	0.00	(459.95)	(459.95)
3.620.100	Landscaping Balance	662.21	662.21	0.00	662.21
3.630.100	Library Balance	637.52	613.50	0.00	613.50
3.670.100	Memorial/Honorarium Gifts Balance	7,450.10	5,582.85	(399.99)	5,182.86
3.680.100	Mena Eckerd Endowment Fund Balance	2,987.94	2,506.92	0.00	2,506.92
3.710.100	Music Program Balance	316.75	316.75	0.00	316.75
3.715.100	One Year To Live Balance	1,621.00	1,621.00	0.00	1,621.00
3.716.100	Open Doors Balance	458.82	458.82	0.00	458.82
3.757.100	Serve Strategies Balance	1,656.80	1,156.80	0.00	1,156.80
3.780.100	Staff Gifts Balance	0.00	640.00	(581.60)	58.40
3.793.100	Summer Art Program Balance	1.65	0.00	0.00	0.00
3.836.100	WELCA Cluster Meeting Fund Balance	0.00	400.00	0.00	400.00
3.837.100	WELCA Eggs for Carecuts Balance	639.61	124.71	(72.25)	52.46
3.855.100	Youth Room Renovations Balance	426.46	426.46	0.00	426.46
3.857.100	Youth Scholarships Balance	1,950.00	1,950.00	0.00	1,950.00
3.999.999	Equity & Fixed Assets Balance	2,391,268.79	2,432,075.08	5,179.22	2,437,254.30
	Total Fund Balances	\$2,564,554.36	\$2,653,016.54	(\$12,373.16)	\$2,640,643.38
	Total Liabilities and Fund Balances	\$3,013,260.95	\$3,055,721.56	(\$22,246.79)	\$3,033,474.77

Office

From: Zollman-Huggler, Helen (Paige) <PHuggler@utmck.edu>
Sent: Tuesday, October 14, 2025 9:28 AM
To: Office
Subject: 2026 Dates for The Cole Series

Good morning!

I hope this week is treating you well and you've had a chance to enjoy the beautiful weather we are having. I wanted to touch base on our remaining dates for 2025 and ask about 2026.

2025 Cole Series Dates:

Wednesday, November 5th – 2 – 3 PM

Wednesday, December 3rd - 2 – 3 PM

DBS Workshop:

Friday, November 7th – 10 am – 12 pm (a colleague of mine will be there to set up and I'll join them once our singing group finishes up in Farragut)

We would love to continue holding our Cole Series educational program at the church if it is available in 2026. The dates are as follows:

No program in January

Wednesday, February 4th 2 – 3 pm

Wednesday, March 4th- 2 – 3pm

Wednesday, April 1st – 2 – 3pm

Wednesday, May 6th – 2 – 3 pm

Wednesday, June 3rd – 2 – 3 pm

No program in July

Wednesday, August 5th – 2 – 3 pm

Wednesday, September 2nd – 2 – 3pm

Wednesday, October 7th – 2 – 3 pm

Wednesday, November 4th – 2 – 3pm

Wednesday, December 2nd – 2 – 3pm

If these dates are available, I will complete the building usage agreement and process a request for payment for the year. If I can provide any additional information, please let me know. Also, if there is anything you need us to do differently while using the facilities, please let us know!

Thank you!!

Paige

Paige Zollman-Huggler

UT Medical Center - Brain & Spine Institute

Outreach Coordinator

1928 Alcoa Highway, Suite B-326

Knoxville, TN 37920

P: 865-305-3483 C: 865-310-5122

Email: phuggler@utmck.edu

APPENDIX F: Building Use Agreement

This form is to be completed by the responsible person of any non-worship or non-ministry event that takes place in the MLC building and must be on file at least one week prior to the start date of the event. Check area/room availability with the Administrative Assistant/Building Use Coordinator prior to completing this form. The signed original will be kept on file in the church office; a copy will be provided to the responsible person upon request as confirmation of building reservation.

Your date is not firm until deposit and agreement are on file.

Building User Information

Name of Event: Light in the Dark: A Frontline Fundraiser
Sponsoring Organization: (Beth Ford) for *KoloHub (a non profit)
Purpose of Gathering: Raising \$ for Ukrainian children
Date(s) of Use: 12/6/25 Anticipated number in attendance: 100
Time of Event (beginning & end times): 5:00 - 8:00 Anticipated time of set up: 2:00 - 5:00
Area/Room(s) to be used: Fellowship Hall + Kitchen
Name & Position of Responsible Person: Olena Korotych, Pres. of
Address: 540 Chisholm trail, Knoxville, TN 37919 Board
Primary Phone Contact: 352-514-8284 Secondary Phone Contact: _____
Email: contact@gmail.com Beth - 865-765-1879

Agreement

- ☒ I/we have read the Building Use Policy and Building Use Expectations and agree to abide by all rules and expectations set forth therein.
- ☐ I/we agree to pay Messiah Lutheran Church the amount of _____ for the use of the church facilities as detailed above.
- ☒ I/we agree that all fees and deposits will reach Messiah Lutheran Church at 6900 Kingston Pike, Knoxville, TN 37919, one week in advance of the use start date. If donations are not paid and cleared before the use start date, permission for the use of Messiah Lutheran Church facilities may be revoked.
- ☒ I/we agree to abide by the expectations spelled out in this document and to complete the Departure Check List(s) and Church Key Agreement (if applicable). Messiah Lutheran Church agrees to provide the church facilities as they are. (MLC does not provide set up or cleaning.) Fees will defray costs for air conditioning/heating, water, bathroom facilities, janitorial service, and electricity.
- ☒ I/we agree to return used space to the configuration and condition in which we found it.
- ☒ I/we agree to hold Messiah Lutheran Church, congregational members, Congregation Council, and church employees harmless and free of any claims of liability which may result from any injury or loss of property.
- ☒ I/we agree to accept full responsibility for any such claims from persons in attendance of this event. I/we agree to be liable for any damages or incident which may occur in connection with this event.

Signed: [Signature] Beth Ford Date: 09/29/2025

Approved: _____ 14 of 20 Date: _____

* Stand for Ukraine, * Permission sought to serve wine

WORSHIP MINISTRY TEAM

Minutes

September 30, 2025

Zoom

Present: Jane Mason, Jenny Adams, Debbie Hampstead, Mary Phillips, Pastor Josh, Martha MacCabe, Illy Wood.

Absent: Jon Driskill, Lori West

Jane opened the meeting with a meditation and prayer at 7:10 PM.

Debbie volunteered to take minutes since Lori is no longer able to attend meetings.

Until Sunday October 12 -, Confession and Forgiveness

October 12 thru Christmas Season – Affirmation of Baptism

Communion settings:

Second half of Pentecost - setting 10

Reformation Sunday (with brass) - setting 1

Advent - Setting 12

Christmas - Setting 4

October 26 - Reformation Sunday

This will be high church

Procession – Cross, choir (no Missal)

Spirit Poles – Need 2 people- Jenny will ask Maddie Baker, Jane will ask Anne Driskill

Brass will play

Gospel will be read amongst the people

Need 2 torch bearers – Jenny will ask Cole Williamson, need an older person for second.

Postnote: Stewardship luncheon will follow. Fellowship committee (Carolyn Lawhorn) was in contact with the violin people and they will start at 2:00 p.m.

All Saints Sunday – White

Candles lit (and Chime) on the altar for members who have passed away

Table in Sanctuary for tea lights and pictures – Jane will be responsible

Procession

November 23 - Christ the King Sunday – White

Procession

No Thanksgiving Eve Nov 26 – probably next year. Jane would like to see the congregation offer a free meal to the community and homeless next year, not necessarily on Thanksgiving Eve.

November 30th 1st Sunday in Advent – Blue

Advent Wreath – Jane will ask Jon Driskill to put up wreath

Advent Wreath readers – Jenny will ask Acker family and some children, Jane will ask a couple and a single person probably David.

Abbreviated worship with communion, no procession, worship assistants will gather in the old narthex for prayer and then go to their seats.

Jenny said the kid's game Sunday can be moved to the previous Sunday.

Michele and Angela in charge of the service project – advent wreaths for members and homebound members.

5th Sundays – we will have a service project after a short service with communion. March 29th is the next 5th Sunday, Mary see if Sam and Stina are available to perform a Jazz service and how much they would charge.

Advent - This year we will not have noontime Advent services. Services will be similar to last year with soup supper at 5:30 PM and service at 6:15 PM using Holden Evening Prayer. Service will last about 30 minutes. Choir practice will begin after service ends about 7 PM.

Saturday – December 6 Hanging of the Greens 11:00 a.m. – Chili Lunch

BAM Members to help – Jane will contact

Chili – Masons

Salad- Debbie and Jenny

Bread- Pastor Josh

Pastor will speak with Bonnie about caroling after lunch, maybe delivering the wreaths to the homebound.

December 24 – traditional children's service in costume. Jenny will organize the children. Mary will practice the songs with the children. Special music about 30 minutes prior to service with children singing. Procession

December 28 – 1st Sunday in Christmas

January 4 – 2nd Sunday in Christmas

January 10 Taking down the greens, Jane will ask Jon or Mike Flatford to hang the star.

January 11 – Epiphany

Jane will ask Carrie to put these dates on the church calendar

Pastor Josh and Jane will coordinate a training for all Worship Assistants including children that participate in the service. Processing will only occur on Feast Sundays.

Hospitality- Rachel will fill in for Michele. The hospitality announcement isn't working as Pastor Josh anticipated. Reformation Sunday will be the last service to have a hospitality announcement. Pastor will continue with announcements.

The Call to Gather for Worship

The children will rotate doing this every Sunday after being trained by Mary and Jenny. He/she will begin the service with the tolling of the bell (chime) from the choir loft.

Processing with the Cross vs the Cross stationary behind the Altar

The Cross will be stationary behind the altar for the rest of this season (Pentecost)

Personal Prayer/Anointing – will only be available the 1st Sunday of each month. Jane and Pastor Dave will coordinate.

Altar Flowers, Ordering, etc. Sally Oakland has retired from this position. Illy has someone in mind and will ask her if she will order flowers. A live plant can be use if no one signed up to

provide flowers. Post meeting note: Illy and Linda Holton will take care of ordering flowers and contact Sally for instructions.

Communion vision for near future – After our current stock of wine has been used, we will use non-alcoholic wine for communion. That way addicts, children, and others who do not want to drink alcohol will not appear to be excluded from “communion” with each other.

MUSIC UPDATE – Mary is planning a Youth Sunday with the children playing musical instruments.

AUDIO/VISUAL UPDATE – Discussed the quality of audio and video of the past worship services streaming on YouTube. Pastor Josh said the audio has been recently upgraded and is much better. Jon Driskill is stepping back allowing Cameron to take the lead. Pastor's son is assisting. A mobile camera is being purchased and will allow the video to have a greater range. All equipment is working. Broken equipment has been removed.

ALTAR GUILD - no updates. Pastor suggested calling the Altar Guild Sacristans.

Jenny said parents are happy with the length of the service Pastor Josh leads.

Pastor Josh reported that Paul Jones will be an Assistant Minister as soon as the altar area is modified to accommodate his wheelchair.

NEXT MEETING DATE – January 13 at 7 PM by Zoom

Closed with the Lord's Prayer

Respectfully submitted,
Debbie Hampstead

Messiah Lutheran Church
BADENHOP FUND STEERING COMMITTEE (BFC) MINUTES
September 9, 2025

ATTENDING

Mike DRISKILL, *Parish Nurse* Mary Sophia HAWKS, Martha MACCABE, *Chair* Mary Ellen WHITSON (Absent: *Council Liaison* Rick CHRISTIAN, *Treasurer* Steve HESS, Paul JONES, *Pastor* Josh Moss)

COUNCIL ACTION REQUIRED: Coordinate details, and cost sharing, of sound system revisions.

MEETING MINUTES

1) General Notes

- a) MSH called the meeting to order at 2:10 PM.
- b) Mike will touch base with Paul Jones about his participation with BFC.
- c) Steve Hess is traveling and was not able to attend.
- d) Bruce Elliott (Elliott Media Productions) reviewed our sanctuary sound system with Pastor Josh and Mary Phillips. Some problems coordinating the new equipment with the older setup were noted, and an estimate for corrections received. Our discussion reflected concern regarding the reasons for the problems, and the desire for a written warranty and assurance of future corrections if this work is approved.

2) Financial Report

- a) Steve sent the July financial report (see previous minutes) on August 22. Expenditures were just below the spending plan and available cash is in line.
- b) August financial report is not ready this early in the month. Steve will forward as soon as possible.

3) Parish Nurse Activity Report

- a) MSH's August activity report (attached) was submitted on September 2.

4) Member Watch

- a) MSH moved that BFC pay up to \$2000 toward the proposed audio revisions. Seconded and passed, with the conditions noted above.
- b) Concern with the door opening effort for the accessible toilet off the front hallway was expressed. Mike noted the resistance of the door closer can be adjusted. We will investigate possible solutions.
- c) MSH noted our new computer consultant has resolved the function of the front door automatic opener.

5) Transportation Needs

- a) No new items of note this month.

6) Medical Device Lending

- a) Our inventory of equipment is currently good.
- b) No new items of note this month.

7) Other Care Assistance

- a) Martha's friend: Kitchen floor has been repaired. A new dishwasher is in place. Doors have been replaced. Some operational and cleanup issues remain to be resolved.

8) NEXT MEETING - 2:00 PM, Tuesday, October 14, 2025 - via Zoom.

Parish Nurse Activity Report-September-2025-Messiah Lutheran Church								Mary Sophia Hawks, BSN, RN, GRN, Faith Community Nurse							
Contacts	January	February	March	April	May	June	July	August	September	October	November	December	2025		
Calls/Texts	84	57	74	62	49	74	54	53	69				576		
Office Visits	3	4	12	12	18	12	17	17	18				113		
Home Visits	5	7	4	3	6	4	6	1	1				37		
Hospital Visits	1		1		5	1	2	5	1				16		
Facility Visits	5	4	5	6	1	1	1	2	2				27		
MD Visits/Transport	6	3	4	4	3	1		3	2				26		
Consults/referrals	3	6	8	8	10	6	8	10	5				64		
Total	107	81	108	95	92	99	88	91	98	0	0	0	859		
Activities	3	2	4	5	6	4	3	4	3				34		
Meetings	7	7	7	7	7	7	9	9	12				72		
Special Projects	16	16	14	13	13	19	18	12	16				137		
Training				2	2	5	1		11				21		
Total	26	25	25	27	28	35	31	25	42	0	0	0	264		
Activities				Special Projects											
OWL's (1)				Parish Nurse News/OWLS/Prayer Concerns (11)											
Monthly Report Preparation (1)				OWLS medical moment-Suicide Prevention Month/Venous Insufficiency (1)											
Coordination of OWLS meals (1)				A/V setup and teaching for Pastor Karen and Milagro (3)											
Delivery of OWLS meals (0)				Assistance with Ordination/Installation for Pastor Josh (1)											
											Hours				
											Work	160			
											Sick Time	7			
											Vacation	8			
Meetings				Continuing Education											
Congregational Care (0)				Practice&Presence for Christians in Healthcare (11 CEUs)										Holiday	8
Badenhop Steering Committee (1) Zoom				(4 days total with travel)										Snow	
Meetings with Pastor Josh (8)											TOTAL	183	hours		
Staff Meetings (3)											Mileage	887	miles		

Report to Council

August 24 to October 13, 2025

Mary Phillips, Director of Music

We had the following special music in our Sunday services:

August 31 – Joshua Sudler sang a solo for the offertory

September 7 – the choir sang at the offertory; Pastor Josh's first Sunday at Messiah

September 20 – the choir sang for Pastor Josh's Ordination Service

September 21 – the choir sang at the offertory

September 28 – the flute choir played the prelude; we added drum, triangle and tambourin to the closing hymn - Cantic of the Turning

October 5 – the bell choir played the prelude

October 12 – the flute choir played the prelude and the choir sang at the offertory with flute and piano accompaniment.

Choir Practice and Bell Rehearsal:

The choir practices at 7 pm each Wednesday. We are excited to receive a new member, Alexis Gibson. We have Saturday optional choir practices at 10 AM on the first Saturday of each month.

The bell choir practices each Wednesday at 6 pm, except during Advent, when rehearsals move to Thursday evening at 6 pm. We have purchased music and begun preparations for the Bell Festival on April 17-18 at Grace Lutheran.

Flute Choir Rehearsal:

The flute choir rehearsed Sundays after church on September 7 and October 5.

Other:

Played the accompaniment for Chloe Waller at her Oboe Recital on September 19 in the Sanctuary.

Met with Pastor Josh and i4C (our technology group) to discuss ongoing improvements to the streamed services and to eliminate feedback in the live services.

September 6 and October 4 we had optional Saturday choir practices.

On September 10, we hosted the Guatemala Gathering at Messiah, and we held a Holden Evening Prayer with Mary Williamson as cantor and Rachel McCormick and Jenny Adams on flute, along with piano accompaniment.

Planned music along with Pastor Josh for his Ordination Service on September 20. The bell choir, flute choir and chancel choir participated in the service.

I met with the Worship Committee on September 30.

Planning is underway for Youth Sunday, November 9.

I was away August 24 and September 14 due to a death in my family.