

**Messiah Lutheran Church | ELCA
 Congregational Council Meeting
 Saturday, March 9, 2024 | Messiah Fellowship Hall**

LEADERSHIP TEAM

Reporting Group	Leader	Council Liaison	Action?	Notes
MINISTRY TEAMS				
Care	Illy Wood	Susan Hamilton		
Disciple	Angela Kronau	Michele Wilson		
Invite	Kate Spears	Davin Henrik		
Serve	Connie Cole	Jack Wilder		
Worship	Jane Mason	Jon Driskill		
SUPPORT TEAMS				
Badenhop	Mary Ellen Whitson	Becky Breeden		
Connect	Michele Wilson	Susan Hamilton		
Finance	Steve Hess	Steve Hess		
Personnel	Michele Wilson	Davin Henrik		
Property	Jon Driskill	Michele Wilson		
SPECIAL GROUPS				
BAM (Disciple)	Don Lawhorn	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)	Michele Wilson	Becky Breeden		
WELCA (Disciple)	Anne Tinker	Cristall Mount		
STAFF				
Parish Nurse	Mary Sophia Hawks	n/a		
Interim Senior Pastor	Pastor Mark Cerniglia	n/a		
Youth Minister	Pastor Laura Henrik	n/a		
Director of Music	Mary Phillips	n/a		

AGENDA:

1. Call to Order: Angela | Opening Devotion: Davin Henrik | Approval of February minutes
2. Finance Update
3. Monthly reports
4. Correspondence, updates, building use requests, etc.
5. Small Group Meetings | Call Committee Nominations update
6. God’s Work, Our Hands Day, March 23
7. “Messiah Forward” task force update
8. 2024 Synod Assembly Representatives – Don & Carolyn Lawhorn
9. Other Business
10. Adjourn with prayer

NEXT COUNCIL MEETING: Sunday, April 21 at 12 NOON, Devotions & Meal: Carolyn Lawhorn

UPCOMING DATES: Reports: Thursday, April 11 | Executive Committee: Tuesday, April 16 at 6:30

**Messiah Lutheran Church | ELCA
Congregational Council Meeting**

12:15 PM, Sunday, February 18, 2024 | Messiah Fellowship Hall

LEADERSHIP TEAM

Reporting Group	Leader	Council Liaison	Action?	Notes
MINISTRY TEAMS				
Care	Illy Wood	Susan Hamilton		
Disciple	Angela Kronau	Michele Wilson		
Invite	Kate Spears	Davin Henrik		
Serve	Connie Cole	Jack Wilder		
Worship	Jane Mason	Jon Driskill		
SUPPORT TEAMS				
Badenhop	Mary Ellen Whitson	Becky Breeden		
Connect	Michele Wilson	Susan Hamilton		
Finance	Steve Hess	Steve Hess		
Personnel	Michele Wilson	Davin Henrik		
Property	Jon Driskill	Michele Wilson	x	
SPECIAL GROUPS				
BAM (<i>Disciple</i>)	Don Lawhorn	Carolyn Lawhorn		
DJC (<i>Serve</i>)	L. Wilder, M. Driskill	Jack Wilder		
Fellowship (<i>Invite</i>)	C. Lawhorn, J. Mennel	Cristall Mount		y
Policy (<i>Support</i>)	Mike Driskill	Angela Kronau		
Stewardship (<i>Finance</i>)	Michele Wilson	Becky Breeden	x	
WELCA (<i>Disciple</i>)	Anne Tinker	Cristall Mount		
STAFF				
Parish Nurse	Mary Sophia Hawks	n/a		
Interim Senior Pastor	Pastor Mark Cerniglia	n/a		
Youth Minister	Pastor Laura Henrik	n/a		
Director of Music	Mary Phillips	n/a		

AGENDA:

- 1. Call to Order: Angela | Opening Devotion: Angela | Approval of January minutes:** A motion was made by Michele W. to approve the January meeting notes, Cristal M. seconded the motion and the minutes were approved unanimously by voice vote.

- 2. Finance Update:** Steve Hess reviewed the balance sheet for the month of January. For that month we had approximately \$4500 less in income and about \$300 over in expenses, which might be related to the severe cold we experienced during that month. He also reviewed the new line item for Balance Budget money and explained that due to the lower amount of giving during December, our Unrestricted Cash Reserve is less than anticipated at this time. He does anticipate, though, that the UCR account should improve over the coming year. He also reported that, as of today, there is \$3227 in the Building Maintenance Fund, after receiving \$519 in January.

Michele W. reported that the Stewardship Committee will meet soon. Their committee will break down levels of giving among congregation members, in anticipation of what will be available to offer our new pastor as the search process begins. They have also decided to drop their current fundraising plans (Sponsor a Day campaign) for now, though will return to this topic in the upcoming months. Michele also said that paper usage and printing are down from previous levels and that she will be meeting with the printer service provider to renegotiate our service contract with them.

- 3. Pastor Mark Updates:** Pastor Mark provided some details on three upcoming events that he will be attending over the next several months. Next week he will travel to Nashville to attend a two-day gathering sponsored by the Southeastern Synod to address gun violence in Tennessee communities. Then in May (May 13-16), he will attend training sponsored by the Lutheran Seminary in Pittsburgh, PA. And, finally, he will be attending the Southeastern Synod Assembly with other Messiah Assembly representatives May 31-June 3.

- 4. Monthly reports:** Michele W. would like to revisit the Shepherd program at Messiah as was previously practiced though it seems to have been moved away from over the past several years. Discussion followed and it was decided that this might be something for the Care and Invite committees to pursue.

Jon D. has no update on the furnace, but did receive a bill for \$1600 for work completed on the furnace prior to the heat exchange issue. He did tell us that the door to the Fellowship Hall will be repaired this coming week.

- 5. Correspondence, updates, building use requests, etc.:** Correspondences and building requests were presented. There wasn't any action needed.
- 6. Small Group Meetings with Pastor Mark:** Pastor Mark told us that he and Kristin will schedule approximately 10 meetings, both day and night options, with approximately 10 people allowed in each meeting. He will also need at least one Council member in attendance in order to take notes as each group considers what Messiah needs from the new pastor. Once all meetings have occurred, Kristin will enter all the data into a document online which is then used by the Synod to help identify candidates for us to consider.
- 7. God's Work. Our Hands. Saturday, March 23 from 10:00 to 4:00:** Michele W. reminded us to sign up for specific jobs which will be tended to on that day. This is a very important day for Messiah and will require as many members as are able, to sign up on the sheet located in the hall. She will run announcements for this event each week from now until March 23rd. There will be a meal provided by Village Vibe at the end of the day (a Baked Potato Bar) so that the day's stories can be shared during a time of fellowship at the end of the day. She is also canvassing local groups, such as Scouts, area schools, etc. for extra help for that event.

8. **70th Anniversary Celebration update:** Our 70th Anniversary Year Celebration culminates in a luncheon on Sunday, December 8. Reverend Steve Meisenheimer, former pastor of St. John's Lutheran Church in Knoxville, which led the efforts to develop the two new "seedling" congregations that became Messiah Lutheran in Knoxville and St. Paul Lutheran Church in Maryville in 1954, will attend this special event. Larry Moeller has agreed to write several more "Fanning the Flame" episodes as part of his Ace Theater series, which will be presented throughout this year as we prepare for the anniversary celebration in December. Judy and Sonny Mennel are now on the 70th Anniversary Celebration Committee and the Fellowship Committee has agreed to help also. Larry has asked the Fellowship Committee to include one of his Ace Theater plays as part of the August brunch Sunday events and they have agreed to help with this.
9. **"Messiah Forward" task force update:** Mike Driskill has told the Council that this task force will be meeting next week.
10. **Synod Assembly Representatives:** The Southeastern Synod Assembly will meet this year May 31-June 2 in Columbus, GA. Jane and Doug Mason are attending as will Beth Ford, since she is on the Synod Council. Michele W. would like to see some representatives be chosen from those who are new to Messiah or have never had the chance to attend.
11. **Adjourn with prayer:** A motion was made to adjourn the meeting by Cristal M. Jack W. seconded her motion and it was approved unanimously. Angel K. closed the meeting with prayer.

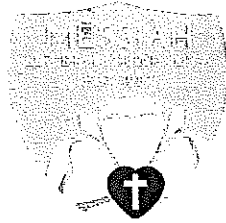
Submitted by Carolyn Lawhorn

NEXT COUNCIL MEETING: Saturday, March 9, 8:30-12:30

DEVOTION PROVIDED BY: Davin Henrik

BRUNCH PROVIDED BY COMMITTEE MEMBERS

UPCOMING DEADLINE for COMMITTEE REPORTS: Monday, March 4



DISCIPLE COMMITTEE MINUTES

Monday, March 4, 2024

Committee members present: Jenny Adams, Angela Kronau, Mary Williamson, Michele Wilson

Committee members absent: Pastor Mark Cerniglia, Tom Cole, Pastor Laura Henrik

Guests present: N/A

Meeting held: In Person via Zoom

Children's Sunday School

Use of the Orange curriculum is going well. Social media posts are being shared on Sundays, Mondays, Wednesdays and Fridays to coincide with the monthly theme and weekly scriptures. Jenny will be doing her special Pentecost lesson this year since it is before Memorial Day.

Children's music program – Jenny reported that the piano donated by Susan Thisell is coming and she'll be using it for this program.

Adult Sunday School

Beth Ford has classes scheduled through the end of May. They are below:

March 10: On Being Righteous and Just in 2024 Led by Steve Plonk

March 17: Prayer (1 of 2) Led by Connie Cole

March 24: Prayer (2 of 2) Led by Connie Cole

March 31: No Sunday School (Easter) - Join us for an Easter Brunch and Egg Hunt!

April 7: Study of 1st Corinthians (1 of 4) Led by Tom Cole

April 14: Study of 1st Corinthians (2 of 4) Led by Tom Cole

April 21: Study of 1st Corinthians (3 of 4) Led by Tom Cole

April 28: Study of 1st Corinthians (4 of 4) Led by Tom Cole

Youth Group

The next meeting will be held on March 17th.

Would it be possible for future youth groups to be scheduled so that the hour between the younger and older groups is reduced? For parents with children in both age groups, it is a challenge. Can pick up and drop off be the same?

Lutheridge Day Camp Experience

Our budget has \$1,000 earmarked for VBS as well as \$1,000 in a scholarship fund. Day Camp is \$200 for K-5 and \$100 for PreK. Disciple approved that Messiah will pay \$100 toward each Messiah child in the K-5 group and \$50 toward each Messiah child for PreK.

We need to confirm that this price includes all food and drinks.

We need to report to Jenny Adams how many tables and chairs in the Fellowship Hall will need to remain for the week because Council approved the use of Messiah's tables and chairs for the wedding of Sam Adams (and Stina).

The Lutheridge Day Camp banner will be hung up on Easter Sunday by a representative of the Connect Committee in order for visiting families to see the advertisement. We'll keep advertising as well. We will work with Pastor Laura for specific language to be put up on the sign following all of the Easter week events.

Need for a new DISCIPLE chairperson

Mary Williamson will consider it. She and Angela will discuss.

Easter Egg Hunt

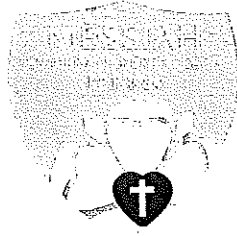
Michele Wilson will design an add and write a blurb and get it to Kristin prior to this week's eNews deadline. The cut off date to receive individually wrapped candies that will fit inside of plastic eggs will be Wednesday, March 20th. This way, folks can stuff the eggs during God's Work. Our Hands. day on Saturday, March 23rd.

ACTION ITEMS FOR COUNCIL

N/A

Next Meeting: *Tuesday, April 2, 6:00 pm via Zoom*

Minutes submitted by: Michele Wilson



SERVE COMMITTEE MINUTES

For March 2024 Council Meeting

Committee members present:

Committee members absent:

Guests present:

Meeting held: In Person via Zoom

OLD BUSINESS

NEW BUSINESS

ACTION ITEMS FOR COUNCIL

The SERVE committee did not meet in February. Our next scheduled meeting is Monday, April 22, 2024 at 7 pm via Zoom

Next Meeting: *Day, Date, Time, Requested Location* Monday, April 22 at 7 pm via Zoom

Minutes submitted by: ___Connie Cole_____

Messiah Lutheran Church
BADENHOP FUND STEERING COMMITTEE MINUTES
February 20, 2024

ATTENDING

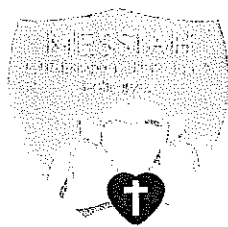
Becky BREEDEN, Mike DRISKILL, Doris FEATHERSTON, Parish Nurse Mary Sophia HAWKS, Martha MACCABE, Chair Mary Ellen WHITSON (Absent: Treasurer Steve HESS)

MEETING NOTES

1. Mary Sophia (MSH) opened the meeting at 1:10 PM.
2. The 2024 Badenhop Fund (BF) disbursement check was received today, for \$124,090.69. MSH noted future payments will be electronically deposited.
3. Financial update (summary, dated 2023-10-16, forwarded earlier today by Steve):
 1. Budget summary sheet (attached) was reviewed. Steve forwarded this last week.
 2. As of the end of January, the year is 8% complete. The Fund has spent approximately 8% of its annual budget and spending is slightly below plan now.
4. Our recent email vote approved \$792 for a member's Medicare parts B, D, and Supplement payments, covering February through May. We expect revised premiums for this in June. We tentatively agreed to continue paying this 6 months at a time. MSH noted that Medicare Advantage plans would cause issues with local coverage.
5. Discussed concerns that this member's current apartment costs may not be sustainable. MSH and Mary Ellen will research possible changes.
6. MSH noted another member may require help with therapy costs soon.
7. Mike moved that we donate \$1000 to Samaritan Place elderly homeless shelter. Mary Ellen seconded, and motion passed.
8. Noted that some Messiah members may be hesitant to ask for Badenhop help, not realize how to do it, or understand how much money is available. We will emphasize this message through OWLS, BAM, and the church Weekly E-News.
9. Safe Haven update: no new information this month.
10. Neighbor in need update: no new requests this month. Martha noted she is generally doing well.
11. MSH adjourned the meeting at 1:35 PM.

NEXT MEETING

2:00 PM, Tuesday, March 9, 2024 - via Zoom. (NOTE: our "standard" meeting time will continue at 2:00 PM on the second Tuesday of each month.)



Fellowship COMMITTEE MINUTES

**Email (March 2024)*

Committee members present*: Angela Kronau, Connie Cole, Anne Tinker, Cristall Mount, Rachel Rushworth-Hollander, Carolyn Lawhorn, Judy Mennel, Anne Driskill, Diane Christian, Michele Wilson

Committee members absent: NA

Guests present:

Meeting held: In Person via Zoom

OLD BUSINESS

NEW BUSINESS

-March fellowship schedule approved: Here is the schedule for March. If you have any conflicts, let us know. We appreciate all of you!!

March 3 Judy - coffee, Diane- treats, Carolyn - clean up

March 10 Carolyn - coffee, Connie - treats, Cristall- clean up

March 17 Anne T. - coffee, Anne D. - treats, Judy - clean up

March 24 Angela - coffee, Rachel - treats, Anne T. - clean up

-Easter Brunch planned: A flyer announcing the annual Easter Sunday Brunch will be included each week through March in the weekly E-newsletter and the Sunday morning insert in the bulletin. Fellowship will provide ham, rolls and drinks for the event. A signup sheet is posted in the hallway so that all members who wish may volunteer to bring a salad, side dish or dessert. We are also requesting help with the setup of the Fellowship Hall Saturday morning, prior to Easter Sunday.

ACTION ITEMS FOR COUNCIL

NA

Next Meeting: *As needed*

Minutes submitted by: Carolyn Lawhorn

February 2024 and YTD Financials

- **February General Fund Income** was \$3,871 above plan.
 - General Fund income is \$479 below plan YTD.
 - General Fund Income is **\$3,457** behind last year at this same time. (6%)
- **February General Fund Expenses** were **\$4,526** above Plan.
 - General Fund Expenses are **\$4,851** above plan YTD. (8%)
 - General Fund Expenses are \$1,297 below last year at this same time. (2%)
- **February General Fund Unrestricted Cash** reserves decreased to \$19,874.
 - This is **2.9** weeks' worth of cash.
 - At this uncomfortably low level of unrestricted cash, I recommend spending **below** plan where possible for March.
- Other **February** items to note:
 - In 2 months, Pastor Mark has exceeded his \$1,000 Continuing Ed agreement at \$1,407.
 - This completes his MLC supported continuing ed for 2024.
 - Supply Clergy expense through Feb is at 129% of annual plan.
 - Building repairs were \$3,420 in Feb vs a plan of \$1,342.
 - 2024 Badenhop endowment has been received \$124K.

Please let me know if you have any questions regarding **January** and YTD financials.

Please make sure Purchase orders are being completed and approved **before** making purchases.

Kindest Regards,

Steve

MESSIAH LUTHERAN CHURCH
Monthly Summary for the Month of February 2024
Percent of Budget Year = 16.7%

Messiah Mission	Monthly Activity	YTD Activity	YTD 2023 Activity	2024 Full Year	
				Budget	% of Budget
Mission Contributions	\$ 33,749.35	\$ 59,326.87	\$ 62,783.87	\$ 358,531.00	16.5%
Mission Expenses					
Wider Church Mission Support	\$ 1,000.00	\$ 2,000.00	\$ 3,480.00	\$ 12,000.00	16.7%
Staff Expenses	\$ 14,296.72	\$ 26,688.70	\$ 29,632.71	\$ 153,302.00	17.4%
Leadership Support	\$ 445.00	\$ 445.00	\$ 112.90	\$ 600.00	74.2%
Supplies and Other	\$ 1,775.40	\$ 3,420.49	\$ 3,371.64	\$ 16,049.00	21.3%
Facility Expenses	\$ 16,432.06	\$ 31,374.20	\$ 28,125.41	\$ 172,185.00	18.2%
Ministry Support	\$ 454.79	\$ 678.55	\$ 1,181.37	\$ 4,395.00	15.4%
Total Mission Expenses	\$ 34,403.97	\$ 64,606.94	\$ 65,904.03	\$ 358,531.00	18.0%
Balanced Budget Adjustment	\$ -	\$ (12,000.00)	\$ (12,000.00)	\$ (12,000.00)	
Impact on Available Unrestricted Cash	\$ (654.62)	\$ (17,280.07)	\$ (15,120.16)	\$ (12,000.00)	

OWLS Program	Monthly Activity	YTD Activity	YTD 2023 Activity	2024 Full Year	
				Budget	% of Budget
Contributions	\$ 124,090.69	\$ 124,090.69	\$ -	\$ 115,000.00	107.9%
Expenses	\$ 8,193.51	\$ 16,098.55	\$ 20,947.58	\$ 115,000.00	14.0%
Impact on Owls Program Fund	\$ 115,897.18	\$ 107,992.14	\$ (20,947.58)	\$ -	

Available Unrestricted Cash	Month Ending Total
Cash	
Operating Checking Account	\$ 209,482.30
Savings Account	\$ 40,383.78
Columbarium Savings Account	\$ 17,677.58
Total Cash	\$ 267,543.66
Designated Funds	
Badenhop Fund	\$ 156,627.78
Building Maintenance Fund	\$ 4,627.08
Memorial Gifts Balance	\$ 8,426.30
Columbarium Fund	\$ 17,677.58
Sharon Olson Fund	\$ 6,912.43
Other Designated Funds	\$ 36,531.02
Total Designated Funds (Incl. OWLS)	\$ 230,802.19
Liabilities, Prepaids, and Equity	\$ 16,867.56
Available Unrestricted Cash	\$ 19,873.91
Memo: Total Earnings from Mena Eckerd Fund	\$ 3,540.47

Messiah Evangelical Lutheran Church - Knoxville TN
Balance Sheet as of February 29, 2024

Monday, March 4, 2024

Page 1 of 1

Account #	Account Name	Beginning Balance	Previous Period Balance	Period Activity	YTD Balance
Assets					
1.100.100	Operating Checking Account	114,161.58	95,259.06	114,223.24	209,482.30
1.200.100	Designated Funds Savings Account	40,383.10	40,383.46	0.32	40,383.78
1.250.100	Columbarium Savings Account	17,677.28	17,677.44	0.14	17,677.58
1.400.100	Thrivent Limited Maturity Bond Account	4,589.13	5,007.93	(134.14)	4,873.79
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	7,579.81	7,500.76	(984.00)	6,516.76
	Total Assets	\$3,002,218.12	\$2,983,655.87	\$113,105.56	\$3,096,761.43
Liabilities					
2.100.100	Mortgage Payable	484,297.67	479,421.65	(4,890.75)	474,530.90
2.600.100	Deferred Income	30,251.00	27,730.08	(2,520.92)	25,209.16
	Total Liabilities	\$514,548.67	\$507,151.73	(\$7,411.67)	\$499,740.06
Fund Balances					
3.100.100	Unrestricted Operating Fund Balance	37,153.98	20,528.53	(654.62)	19,873.91
3.200.100	Badenhop Fund Balance	48,635.64	40,730.60	115,897.18	156,627.78
3.300.100	Sharon Olson Fund Balance	7,696.77	7,412.43	(500.00)	6,912.43
3.305.100	Balanced Budget Fund Balance	0.00	11,000.00	(1,000.00)	10,000.00
3.509.100	AV Equipment Fund Balance	599.99	599.99	0.00	599.99
3.510.100	Altar Flowers Balance	81.97	36.97	0.00	36.97
3.513.200	Building Maintenance Fund Balance	2,708.55	3,227.08	1,400.00	4,627.08
3.514.100	Brothers at Messiah Balance	557.58	557.58	0.00	557.58
3.517.100	Children and Youth Faith Formation Balance	6,898.37	6,898.37	0.00	6,898.37
3.518.100	Come to the Water Balance	202.75	202.75	100.00	302.75
3.519.100	Columbarium Fund Balance	17,677.28	17,677.44	0.14	17,677.58
3.521.100	CareCuts Fund Balance	0.00	0.00	374.00	374.00
3.540.100	Creekmore Music Endowment Balance	9,483.32	9,483.32	0.00	9,483.32
3.590.100	Feeding Ministries	604.14	604.14	0.00	604.14
3.620.100	Landscaping Balance	662.21	662.21	0.00	662.21
3.630.100	Library Balance	637.52	637.52	0.00	637.52
3.655.100	Lutheridge Camp Fund Balance	0.00	0.00	50.00	50.00
3.670.100	Memorial/Honorarium Gifts Balance	8,376.30	8,426.30	0.00	8,426.30
3.680.100	Mena Eckerd Endowment Fund Balance	3,589.13	3,841.27	(300.80)	3,540.47
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	1,656.80	0.00	1,656.80
3.780.100	Staff Gifts Balance	3,022.71	0.00	0.00	0.00
3.793.100	Summer Art Program Balance	1.65	1.65	0.00	1.65
3.812.100	VBS Registration Balance	267.47	267.47	0.00	267.47
3.837.100	WELCA Eggs for Carecuts Balance	677.58	697.96	160.58	858.54
3.840.100	World Hunger Balance	0.00	0.00	100.00	100.00
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	2,331,704.71	2,336,580.73	4,890.75	2,341,471.48
	Total Fund Balances	\$2,487,669.45	\$2,476,504.14	\$120,517.23	\$2,597,021.37
	Total Liabilities and Fund Balances	\$3,002,218.12	\$2,983,655.87	\$113,105.56	\$3,096,761.43

Messiah Evangelical Lutheran Church - Knoxville TN
 Treasurer's Report as of February 2024

Wednesday, March 6, 2024

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
Income						
General Mission & Operating Contributions						
4.100.100	Unrestricted Offering	28,990.16	26,555.00	51,361.32	318,660.00	16
4.102.100	Badenhop Building Use	1,600.00	1,600.00	3,200.00	19,200.00	17
4.103.100	Loose Offering	241.50	292.00	354.50	3,500.00	10
4.110.100	Interest and Dividends	0.32	0.00	0.68*	4.00	17
4.115.100	Coffee Hour Proceeds	113.37	38.00	177.37*	459.00	39
4.125.100	Building Usage Fee/Donation	1,690.00	349.00	1,810.00*	4,193.00	43
4.130.100	Miscellaneous	0.00	0.00	0.00	1.00	0
4.135.100	Thrivent Choice dollars	114.00	43.00	423.00*	514.00	82
4.140.100	Balance Budget	1,000.00	1,000.00	2,000.00	12,000.00	17
	Subtotal General Mission & Operating Contributions	\$33,749.35	\$29,877.00	\$59,326.87	\$358,531.00	17
OWLs Program Contributions						
4.200.100	Badenhop Fund Earnings	124,090.69	9,583.00	124,090.69*	115,000.00	108
4.210.100	OWLS Offerings	0.00	0.00	0.00	0.00	0
	Subtotal OWLs Contributions	\$124,090.69	\$9,583.00	\$124,090.69*	\$115,000.00	108
Designated Funds Contributions						
4.513.200	Building Maintenance Fund Income	1,400.00		1,918.53		
4.518.100	Come to the Water Inc	100.00		100.00		
4.519.100	Columbarium Inc	0.14		0.30		
4.521.100	CareCuts Income	374.00		374.00		
4.591.100	Guatemalan Mission Income	278.00		278.00		
4.655.100	Lutheridge Camp Income	50.00		50.00		
4.670.100	Memorial/Honorarium Gifts Income	0.00		50.00		
4.680.100	Mena Eckerd Endowment Fund Income	(134.14)		284.66		
4.837.100	WELCA Eggs for CareCuts Income	220.38		240.76		
4.840.100	World Hunger Income	100.00		100.00		
	Subtotal Designated Funds Contributions	\$2,388.38		\$3,396.25		
	Total Income	\$160,228.42	\$39,460.00	\$186,813.81	\$473,531.00	39
Expenses						
General Mission & Operating Expenses						
5.100.100	Synod Mission Support	1,000.00	1,000.00	2,000.00	12,000.00	17
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	\$1,000.00	\$1,000.00	\$2,000.00	\$12,000.00	17

Messiah Evangelical Lutheran Church - Knoxville TN
 Treasurer's Report as of February 2024

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.105.100	Sr. Pastor's Salary	4,000.00	4,000.00	6,000.00	48,000.00	13
5.105.200	Sr. Pastor's Housing	767.83	1,400.00	2,478.74	16,800.00	15
5.105.300	Sr. Pastor's Social Security	574.00	248.00	861.00*	2,976.00	29
5.105.400	Sr. Pastor's Moving Expenses	982.46		982.46		
	Subtotal Sr. Pastor's Compensation	\$6,324.29	\$5,648.00	\$10,322.20	\$67,776.00	14
5.110.100	Sr. Pastor's Pension	0.00	0.00	0.00	0.00	0
5.110.200	Sr. Pastor's LH&D Benefits	326.00	326.00	652.00	3,912.00	17
	Subtotal Sr. Pastor's Benefits	\$326.00	\$326.00	\$652.00	\$3,912.00	17
5.115.100	Sr. Pastor's Auto Expense	0.00	40.00	0.00	480.00	0
5.115.200	Sr. Pastor's Book Allowance	0.00	42.00	0.00	500.00	0
5.115.300	Sr. Pastor's Continuing Education	1,406.94	83.00	1,406.94*	1,000.00	141
	Subtotal Sr. Pastor's Expenses	\$1,406.94	\$165.00	\$1,406.94*	\$1,980.00	71
5.140.100	Administrative Assistant Salary	3,142.40	3,132.00	6,284.80*	37,582.00	17
5.140.200	Administrative Assistant Soc. Sec.	239.88	246.00	514.64*	2,954.00	17
	Subtotal Administrative Assistant Compensation	\$3,382.28	\$3,378.00	\$6,799.44*	\$40,536.00	17
5.140.240	Administrative Assistant Pension	188.55	189.00	377.10	2,263.00	17
5.140.250	Administrative Assistant Health Ins.	54.18	382.00	736.84	4,587.00	16
	Subtotal Administrative Assistant Benefits	\$242.73	\$571.00	\$1,113.94	\$6,850.00	16
5.135.100	Director of Music Salary	2,428.68	2,429.00	4,857.36	29,144.00	17
5.135.200	Director of Music Soc. Sec.	185.80	186.00	406.49*	2,229.00	18
5.135.300	Director of Music Cont. Ed.	0.00	0.00	0.00	0.00	0
	Subtotal Director of Music	\$2,614.48	\$2,615.00	\$5,263.85*	\$31,373.00	17
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	1,130.33*	875.00	129
5.155.200	Supply Organist (Honorarium)	0.00	0.00	0.00	0.00	0
	Subtotal Supply	\$0.00	\$73.00	\$1,130.33*	\$875.00	129
	Subtotal Staff	\$14,296.72	\$12,776.00	\$26,688.70	\$153,302.00	17
5.160.100	Synod Assembly	205.00	50.00	205.00*	600.00	34
5.160.200	Leadership Programs	240.00		240.00		
	Subtotal Leadership Support	\$445.00	\$50.00	\$445.00*	\$600.00	34
5.170.100	Office Equipment	564.77	517.00	1,126.96*	6,200.00	18
5.170.200	Computer Maintenance	50.00	129.00	100.00	1,552.00	6
5.170.250	Computer Hardware & Software	137.20	134.00	274.40*	1,610.00	17

Messiah Evangelical Lutheran Church - Knoxville TN
Treasurer's Report as of February 2024

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.170.300	Office Supplies	382.41	150.00	382.41*	1,800.00	21
5.170.400	Postage	0.00	25.00	0.00	300.00	0
5.170.600	Bank Charges/Service Fees	441.47	255.00	1,156.52*	3,065.00	38
5.170.650	Background Check Fees	0.00	21.00	0.00	250.00	0
5.170.700	Kitchen/Coffee Supplies	0.00	20.00	141.00*	240.00	59
5.170.800	Publications	0.00	0.00	0.00	0.00	0
5.170.900	Electronic Communications	199.55	86.00	239.20*	1,032.00	23
	Subtotal Supplies and Other	\$1,775.40	\$1,337.00	\$3,420.49*	\$16,049.00	21
5.175.100	Utilities	3,534.00	2,881.00	7,871.00*	34,573.00	23
5.175.200	Telephone	357.95	274.00	715.90*	3,293.00	22
5.175.300	Property - Repairs	3,419.79	1,342.00	4,500.27*	16,100.00	28
5.175.400	Property/Liability Insurance	820.67	733.00	1,641.34*	8,793.00	19
5.175.500	Worker's Compensation Insurance	92.50	73.00	185.00*	878.00	21
5.175.600	Building Maintenance - Contracts	1,868.15	2,669.00	3,625.01	32,024.00	11
5.175.650	Cleaning/Bathroom Supplies	0.00	37.00	157.68*	444.00	36
5.175.700	Mortgage Principal	4,890.75	4,818.00	9,766.77*	57,816.00	17
5.175.800	Mortgage Interest	1,448.25	1,522.00	2,911.23	18,264.00	16
	Subtotal Facility Expenses	\$16,432.06	\$14,349.00	\$31,374.20*	\$172,185.00	18
	Subtotal Office and Facility	\$18,207.46	\$15,686.00	\$34,794.69	\$188,234.00	18
5.180.100	Disciple - Adult Faith Formation	0.00	13.00	0.00	150.00	0
5.180.150	Disciple - Children & Youth Faith Formation	0.00	19.00	0.00	225.00	0
5.180.200	Care - Congregation Care	0.00	0.00	127.73*	0.00	0
5.180.300	Care - Fellowship	0.00	0.00	0.00	0.00	0
5.180.390	Connect	0.00	0.00	0.00	0.00	0
5.180.400	Invite - Publicity	0.00	33.00	0.00	400.00	0
5.180.450	Support - Stewardship	206.30	18.00	203.30*	220.00	92
5.180.500	Worship - Worship & Music	248.49	225.00	347.52	2,700.00	13
5.180.550	Worship - Worship & Music - Altar Supplies	0.00	58.00	0.00	700.00	0
	Subtotal Ministry Support	\$454.79	\$366.00	\$678.55	\$4,395.00	15
5.190.100	Balance Budget Adjustment	0.00	0.00	12,000.00	12,000.00	100
	Subtotal General Mission & Operating Expenses	\$34,403.97	\$29,878.00	\$76,606.94*	\$370,531.00	20
OWLS Ministry						
5.225.100	Parish Nurse Salary	3,708.34	3,708.00	7,416.68*	44,500.00	17
5.225.200	Parish Nurse Social Security	258.88	263.00	555.00*	3,159.00	18
	Parish Nurse Compensation	\$3,967.22	\$3,971.00	\$7,971.68*	\$47,659.00	17

Messiah Evangelical Lutheran Church - Knoxville TN
 Treasurer's Report as of February 2024

Wednesday, March 6, 2024		Page 4 of 4				
Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.227.100	Parish Nurse Pension	222.50	223.00	445.00	2,670.00	17
5.227.200	Parish Nurse LH&D Insurance	721.66	770.00	1,548.16*	9,241.00	17
	Parish Nurse Benefits	\$944.16	\$993.00	\$1,993.16*	\$11,911.00	17
5.230.100	Parish Nurse Auto Expense	308.87	317.00	308.87	3,800.00	8
5.230.300	Parish Nurse Continuing Education	0.00	163.00	390.00*	1,950.00	20
	Parish Nurse Expenses	\$308.87	\$480.00	\$698.87	\$5,750.00	12
	Subtotal Staff - OM	\$5,220.25	\$5,444.00	\$10,663.71	\$65,320.00	16
5.280.100	Fellowship Events - OM	560.00	567.00	593.83	6,800.00	9
5.280.200	Office Supplies - OM	21.26	20.00	46.74*	240.00	19
5.280.300	Postage - OM	0.00	50.00	0.00	600.00	0
5.280.400	Medical Devices, Storage & Upkeep - OM	0.00	70.00	0.00	840.00	0
5.280.475	Middle School Program Support - OM	0.00	617.00	406.27	7,400.00	5
5.280.480	Building Use - OM	1,600.00	1,600.00	3,200.00	19,200.00	17
5.280.500	Publications - OM	0.00	10.00	0.00	120.00	0
5.280.600	Transportation - OM	0.00	25.00	0.00	300.00	0
5.280.700	Care Assistance	792.00	1,182.00	1,188.00	14,180.00	8
	Subtotal OWLs Ministry Support	\$2,973.26	\$4,141.00	\$5,434.84	\$49,680.00	11
	Owls Ministry	\$8,193.51	\$9,585.00	\$16,098.55	\$115,000.00	14
	Designated Funds Expense					
5.300.100	Sharon Olson Fund Expense	500.00		784.34		
5.305.100	Balance Budget Expense	1,000.00		(10,000.00)		
5.510.100	Altar Flowers Expense	0.00		45.00		
5.591.100	Guatemalan Mission Expense	278.00		278.00		
5.680.100	Mena Eckerd Endowment Fund Expense	166.66		333.32		
5.780.100	Staff Gifts Expense	0.00		3,022.71		
5.837.100	WELCA Eggs for CareCuts Expense	59.80		59.80		
	Subtotal Designated Funds Expense	\$2,004.46		(\$5,476.83)		
	Total Expenses	\$44,601.94	\$39,463.00	\$87,228.66	\$485,531.00	19
	Difference	\$115,626.48	(\$3.00)	\$99,585.15	(\$12,000.00)	

* = Income/Expense exceeds amount budgeted to date

Pastor's Report to the Council *March 6, 2024*

Today I will introduce the Council to the Ministry Site Profile that we will need to complete for the Bishop and his staff to begin seeking candidates to be Called as Pastor. It is important to remember that Pastors are "called" and not "hired." Therefore, the process is different from a job search in the secular world. This process seeks to involve the whole congregation so that everyone's voice can be heard. I will need your help as we meet with the congregation in small groups.

Otherwise, I think we are settling in nicely as Pastor and congregation. Again I give thanks for the warm welcome and reception I have received.

I was in Nashville February 26-27 for a workshop provided by the Southeastern Synod on gun violence. I found it very helpful in thinking about a very complex issue that can be quite divisive. After meeting together amongst ourselves, we Lutherans joined with representatives of other denominations, as well as secular organizations for a march to the state capitol for a public press conference.

Pastor Morgan Gordy is the Disaster Response Coordinator for the Southeastern Synod. She helped organize the workshop. She is also trying to line up a Disaster Response Contact Person in each of the Synod's congregations. She does not want that responsibility to fall on the Pastor by default.

Mostly I have been working on the remainder of Lent, Holy Week, and Easter, combining both the precedents of past years while also adding some new touches, such as walking the Way of the Cross at noon on Good Friday. The elderly members of the congregation have thanked me for providing opportunities during the daytime.

I would like to take one week of vacation April 17-24 to visit my son, Adam, and his family in Arizona. Adam will be stationed in Stuttgart, Germany, for three years beginning in June. I will therefore be gone on Sunday, April 21, but Pastor Laura Henrik has agreed to fill in for me.

I will also be gone May 13-16 for a week of Continuing Education at the annual Festival of Homiletics in Pittsburgh. This annual event is sponsored by Luther Seminary and is offered in a different city each year. It features some of the best contemporary preachers in the country today and I have found it very inspirational in the past.

The annual Synod Assembly will be held in Columbus, Georgia, this year. The dates are May 31-June 2. All Rostered Leaders (including retired and on leave from Call) are automatically included as voting members. In addition, we need one male and one female lay representatives from Messiah to be voting members. Additional persons may attend as guests. I will return on Saturday, June 1, and not miss Sunday, June 2, because our Lutheroad begins on June 3 and three of my grandchildren will be participating this year.

Respectfully submitted, ~Pastor Mark Cerniglia, Interim Pastor

Report to Council

February 18, 2024 – March 6, 2024

Mary Phillips, Director of Music

We had special music in the services as follows:

We have had instrumentalists at the Wednesday evening Lenten services:

February 21 and February 28 – Jenny Adams, flute

March 6 – Rick Christian, guitar; Phylis Bradford, string bass; Pastor Dave Bradford, mandolin; Pastor Mark sang a vocal solo.

February 25 – the choir sang for the offertory and the bells played the prelude (with percussion and chime tree)

Holy Week and Easter Planning:

We have spent much time planning Holy Week and Easter services. We will have a trumpet on Palm/Passion Sunday and a brass quartet on Easter Sunday. I am currently working on assembling brass parts and communicating with the brass players to schedule rehearsals. Also, the choir will sing on Palm/Passion Sunday, Maundy Thursday, Good Friday and Easter Sunday. Copyrights have been secured for all of the music.

Choir Practice and Bell Rehearsals

The adult choir is now having rehearsals following the Midweek Lenten services each Wednesday.

We had optional Saturday morning choir rehearsals on February 24 and March 2.

Bell rehearsals have moved to Thursdays at 6:15 during Lent.

Other Activities:

I met with Pastor Susan, and she is donating her piano to the church. I am working with her to schedule moving the piano, tuning it and purchasing a cover. It will be placed in the children's Sunday School room. This will be helpful for children's music on Sunday mornings and provide a space for a children's choir rehearsal room when we have a few more children.

I met with Gerry Troy to plan music for the funeral for her husband, Woody Troy.

This report should be filed online. Connect to the website (ELCA.org/congregationreport) and enter your congregation's ID and password (printed below). If you are unable to file electronically, complete this paper form and return it to your synod office by March 1, 2024.

Latest report on file: **2022**

- | | |
|---|-------|
| 1. Baptized membership at end of 2022 | 206 |
| 2. Baptized members received during 2023 | |
| a. By baptism: children (15 yrs. and younger)..... | 0 |
| b. By baptism: adults (16 yrs. and older)..... | 0 |
| c. By affirmation of faith..... | 3 |
| d. By transfer..... | 1 |
| e. From other sources and statistical adjustment..... | 1 |
| f. Total members received this year..... | + 5 |
| 3. Baptized members removed during 2023 | |
| a. By death..... | 6 |
| b. By transfer..... | 0 |
| c. For other reasons and statistical adjustment..... | 1 |
| d. Total members removed this year..... | - 7 |
| 4. Baptized membership, end of 2023 | = 204 |

Congregation ID#: 05851

Online Password (2023 only):89026774

Synod: Southeastern Synod, ELCA

Conference: 9D06-Life Together

- 5. Total confirmed membership, end of 2023** 166
- 6. Number of baptized youth who were confirmed in 2023** 0
- 7. In 2023, the number of weeks this congregation worshipped:**
- a. On-site (in person) 52 b. Online (via streaming) 50
- 8. Average weekly worship attendance in 2023:**
- a. On-site (in person) 62 b. Online (via streaming) 35
- 9. Total number of people (including children) actively participating in the life of the congregation in 2023** 145
- 10. Race/ethnic origin of ACTIVE PARTICIPANTS. Must equal active participants on line 9:**

African American/Black	African National/African Caribbean	American Indian/Alaska Native	Arab/Middle Eastern	Asian/Pacific Islander	Latino/Hispanic	Multiracial	White	TOTAL
3	0	0	0	1	0	1	140	145

Verify the following congregation information (items 11-15 and the congregation's mailing address). Corrections can be made below or online at ELCA.org/tools/updatecongregation.

- 11. Phone:** (865) 588-9753 **12. Fax:**
- 13. Email:** office@messiahknoxville.org **14. Website:** <http://www.messiahknoxville.org/>
- 15. Location address describes where the church or place of worship is physically located.** This may differ from the mailing address, but must identify a street name.

Messiah Lutheran Church
6900 Kingston Pike
Knoxville, Tennessee 37919-5702

Congregation's mailing address
Messiah Lutheran Church
6900 Kingston Pike
Knoxville, TN 37919-5702

If you do not file electronically, return Form A to the synod office at:
Southeastern Synod, ELCA
PO Box 400
Decatur, GA 30031-0400

16. Languages in which this congregation regularly conducts liturgies (make 1 the most-used language, 2 the next most-used language, etc.). Do not include languages used for special services or by others using the building.

1) English 3) _____
 2) _____ 4) _____

17. What assistance does this congregation provide to people with disabilities? (check all that apply)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Wheelchair access throughout the building(s) | <input type="checkbox"/> Sign language interpreters |
| <input type="checkbox"/> Braille worship materials and signage | <input checked="" type="checkbox"/> Mental health ministries |
| <input checked="" type="checkbox"/> Large print worship materials | <input checked="" type="checkbox"/> Ministry with people with developmental/intellectual disabilities |
| <input checked="" type="checkbox"/> Assistive devices for the hard of hearing | <input type="checkbox"/> Specialized faith formation for children or adults (ADHD, autism, dyslexia, etc.) |

INFORMATION ABOUT THIS CONGREGATION'S FINANCIAL STEWARDSHIP (Please round all figures to nearest dollar. Omit cents. The Financial Stewardship Worksheet included in the packet provides specific descriptions of each line item.)

18. Receipts during 2023

a. Regular giving	\$ <u>331,440</u>
b. Designated giving	\$ <u>49,890</u>
c. Earned income (any source)	\$ <u>23,979</u>
d. Grants (any source)	\$ <u>0</u>
e. All other receipts	\$ <u>0</u>
f. TOTAL RECEIPTS	\$ <u>405,309</u>

19. Assets as of December 31, 2023

a. Church real estate	\$ <u>2,115,529</u>
b. Endowment and memorial funds	\$ <u>137,781</u>
c. Cash, savings, bonds, etc.	\$ <u>37,154</u>
d. All other assets	\$ <u>29,127</u>
e. TOTAL ASSETS	\$ <u>2,319,591</u>

20. Total indebtedness as of Dec. 31, 2023

\$ 541,677

21. Budgeted/projected 2024 Mission Support

\$ 12,000

22. Gifts from the estates of deceased individuals received during 2023

a. Number of gifts received	<u>4</u>
b. TOTAL VALUE of gifts received	\$ <u>128,730</u>

23. Disbursements during 2023

a. Current operating expenses	\$ <u>272,716</u>
b. Capital improvements	\$ <u>0</u>
c. Payments on debts	\$ <u>76,058</u>
d. Mission Support (regular synod benevolence)	\$ <u>16,961</u>
e. Other benevolence sent directly to the synod (for any synod or churchwide appeal including ELCA World Hunger, Lutheran Disaster Response, Missionary Sponsorship, etc.)	\$ <u>1,080</u>
f. Other benevolence sent directly to the churchwide organization (for any churchwide appeal including ELCA World Hunger, Disaster Response, Missionary Sponsorship, etc.)	\$ <u>0</u>
g. Benevolence sent directly to any of the following:	
1. An activity in another country including a missionary, a congregation, a companion synod, a hunger program, disaster response, etc.	\$ <u>7,212</u>
2. Camps	\$ <u>0</u>
3. Campus ministry	\$ <u>1,080</u>
4. Colleges	\$ <u>0</u>
5. Seminaries	\$ <u>0</u>
6. Social service group, agency, or institution	\$ <u>0</u>
h. All other benevolence sent directly to the recipient	\$ <u>0</u>
i. Other expenses and realized losses	\$ <u>67,250</u>
j. TOTAL DISBURSEMENTS	<u>-21-</u> \$ <u>442,357</u>



CORNERS OF YOUR FIELD



Dear Kristin,

Warm wishes as we embark on this new year! While many make new year's resolutions, I'm embracing a single word to guide my journey in 2024: **ADAPT**. Little did I know how quickly this theme would challenge me, especially with the recent winter storm that blanketed East Tennessee. Yet, amidst the ice and snow, I found solace in Proverbs 19:21: "Many are the plans in a person's heart, but it is the Lord's purpose that prevails."

The storm challenged everyone. Businesses shuttered, roads turned treacherous, and the vulnerability of our homeless neighbors intensified. But amidst the adversity, **KARM's doors at 418 N Broadway remained open 24/7**. Staff and volunteers braved the elements, ensuring hundreds of individuals had access to safe shelter and compassionate support. **Notably, from Monday, January 15th to Monday, January 22nd, more than 10,900 meals were served.**

We know that we are not the only ones caring for our community. To help you meet the needs of those you know, I am excited to share that more gift cards are on their way. **We've reviewed the 65 donations received at KARM Stores during October, November, and December and set aside \$190 of gift cards for Messiah Lutheran Church.** We hope you can help change a life by sharing these resources with those you know.

Your support has been instrumental in our ability to adapt and respond to evolving community needs. As we move forward in 2024, I envision an even deeper partnership where we explore new avenues of engagement. Countless opportunities await, whether volunteering, hosting drives, or spreading the story of Corners Of Your Field.

In the spirit of "adapt," let's brainstorm ways to amplify our impact. We can ensure everyone finds warmth, dignity, and a path toward a brighter future.

Thank you for your unwavering support and partnership. May this year be marked by shared successes, collective resilience, and a strengthened bond as we impact our community together.

Sincerely,



Evan Crass | Director of Partner Engagement
Knox Area Rescue Ministries & KARM Stores
865-456-3978 | ecrass@karm.org

Office

From: Bodhi Der Parunakian <holynameprocathedral@gmail.com>
Sent: Sunday, February 25, 2024 3:14 PM
To: Angela Kronau; Music; Office; Debbie Hampstead; vollady4@aol.com; Parish Nurse; mwdriskill@gmail.com; Bishop Josie Russell; Carolyn Lawhorn; Pr. Laura Henrik; Pr. Mark Cerniglia; Office
Subject: Holy Name Update

Greetings, Kristin,

Holy Name has come to a difficult decision to put a pause on gathering and regroup for a time of discernment.

Thank you for your gracious hospitality in allowing us to use the Narthex at Messiah Lutheran.

Is there good time that I might be able to return the key?

Peace,
Bodhi (she, her, they, them)
The Rev. B.K. DerParunakian
Priest

Holy Name Pro Cathedral
Old Catholic Church in the United States
865-333-4642

We're all just walking each other home.
~ Ram Dass

Canal - FYI

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: IBM Ring 58 Monthly Meeting

Sponsoring Organization: International Brotherhood of Magicians Ring 58

Purpose of Gathering: For Magicians to have their Business Meeting, along with sharing and guest lecturers

Date(s) of Use: 4th Thursday (Exceptions: 3/21; 11/21; 12/12) Anticipated number in attendance: 10 - 25

Time of Event (beginning & end times): 6:45pm - 8:45pm Anticipated time of set up: 6:45pm

Area/Room(s) to be used: Fellowship Hall

Name & Position of Responsible Person: Jack Wilson, Treasurer Ring 58

Address: 5811 Woodburn Drive, Knoxville, TN 37919

Primary Phone Contact: (865) 588-8304 Secondary Phone Contact: _____

Email: me@ljackwilson.net

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 \$200 *check # 1127 for 200.00 rec'd 2.23.24 kmk* 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: *Jack Wilson* Date: 02/22/2024

Approved: *A. Kennedy* Date: 2.23.24

APPENDIX F: Building Use Agreement

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

Building User Information

Name of Event: 7 interest groups; 4 Quarterly Board Meetings; 4 Quarterly meetings, GCCs, Sit-and-Stitches
Sponsoring Organization: Knoxville Chapter Embroiderers' Guild of America
Purpose of Gathering: stitching groups + business meetings
Date(s) of Use: various - will coordinate w/ MLC Admin Asst Anticipated number in attendance: 5-60
Time of Event (beginning & end times): various Anticipated time of set up: n/a
Area/Room(s) to be used: Conference Room of Fellowship Hall
Name & Position of Responsible Person: Susan Martin, President
Address: 6804 Sherwood Dr. Knoxville TN 37919
Primary Phone Contact: 865-719-5830 Secondary Phone Contact: _____
Email: susandmartinlily@gmail.com

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 \$1200.00 ^{pd by check 2.20.24} 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] Date: 2.20.24

Approved: [Signature] Date: 2.21.24