

Messiah Lutheran Church ELCA- Congregational Council Meeting
Sunday, December 14, 2025/ 1 PM/ The Lawhorns'

LEADERSHIP TEAM

Reporting Group	Leader	Council Liaison	Action	Notes
MINISTRY TEAMS				
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		
SUPPORT TEAMS				
Badenhop	Mary Ellen Whitson	Martha MacCabe		
Connect	Michele Wilson	Susan Hamilton		
Finance	Doug Mason	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		
Senior Pastor	Pastor Josh Moss Flatford	n/a		
Director of Music	Mary Phillips	n/a		

AGENDA:

1. Call to Order: Angela | Opening Devotion: Angela | Meal: Potluck
2. Approval of November Minutes
3. Finance Update
4. Approval of obtaining a Line of Credit
5. Correspondence, updates, building use requests, etc.
6. Monthly Committee Reports
7. Constitution updates
8. Election of Officers for 2026
- Outgoing Members may leave
9. Decide on meeting day and time
10. Sign up for devotions and meals
11. Other Business

NEXT COUNCIL MEETING:

Devotion by

UPCOMING DATES:

Council Reports Due:

Executive Committee Meeting:

Messiah Lutheran Church ELCA/ Council Meeting
Sunday, November 16, 2025 | 12:00 noon | Fellowship Hall

Members present: Angela Kronau, Carolyn Lawhorn, Cristall Mount, Susan Hamilton, Judy Mennel, Mary Ellen Whitson, Jack Wilder, Martha MacCabe, Pastor Josh Moss

Members absent: Doug Mason

**LEADERSHIP
TEAM**

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MINISTRY TEAMS				
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		
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		
	C. Lawhorn, J. Mennel			
Fellowship (Invite)		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 Josh Moss	n/a		
Director of Music	Mary Phillips	n/a		

AGENDA

- 1. Call to Order: Angela | Opening Devotion by Pastor Josh & meal by Angela K.**
 Angela K. called the meeting to order at 12:18 pm. Pastor Josh provided a devotion based on readings from the book of Malachi. He wants us to remember that hope takes work. As the Council of the church, we must stay focused on our mission. We must hold to consistency over urgency. As leaders of the church, trust is very important to

maintain with the congregation. We must practice honest communication with our members. We are to model the life of faith that we ask the congregation to follow. So as we continue to work through the decisions that we, as Council, are charged to do, let us not forget that hope and endurance are attributes that will support us through our work for the church. We will keep no secrets from our congregation, and we will not rush decisions that require thoughtful consideration before being finalized.

2. Approval of October Minutes

Copies of the Called Executive Council Meeting minutes (held October 28, 2025) and the Called Council Meeting minutes (held November 2, 2025) were distributed to Council members to add to this month's Council Packet. Cristall M. moved to approve the October Minutes, Called Executive Council Minutes and Called Council Meeting Minutes. Judy M. seconded the motion. The Minutes were then approved by Council unanimously.

3. Finance Update – Doug Mason

- Doug M. was unable to attend the Council meeting today, but emailed his update to Council members, which follows:

In October, our expenses exceeded budget by \$2,678 and our contributions fell short of budget for the month by \$1,031, so our available cash balance decreased by \$3,709 to \$34,581. Expenses included \$3,200 to clear the east side ditch. Otherwise, there was not much of note.

Year to date, our giving is \$12,261 short of budget, but we've spent \$13,436 less than budget YTD, so we are \$1,175 favorable. However, we budgeted to use \$5,833 of our excess cash to supplement giving YTD, so our cash balance has actually decreased by \$4,657. Our holiday and year end giving may offset that.

Two other notable items are that we added \$323 to our building maintenance fund in October which now totals \$21,050, and the Mena Eckerd Fund added \$920 of income this quarter and that fund now totals \$3,427.

- A question was introduced concerning the \$11,000 that the Badenhof fund was asked to provide for the Middle School program. The Disciple Ministry Team has made a request for the funding but is waiting for the room that will be used by the Middle School group to be repaired and cleaned from mold or other type of damage. This has been an ongoing issue in that room for several years now, and though several volunteers have attempted to resolve the issue, it continues to be a problem. Cristall M. will get two estimates from two different mold remediation companies for identifying and fixing the issue and will report back to Council next month.

4. Proposed 2026 Budget: Doug Mason

Doug M. is currently working on the 2026 budget. In recent days it was discovered that the mortgage loan that Messiah currently has will need to be renewed next year, so Doug is now reaching out to several financial institutions to see what refinancing our mortgage might do to our 2026 financial obligations. He will hope to have a proposal available for Council to review within a couple of weeks, so that the 2026 budget proposal will be available for our Congregational Meeting scheduled for December 7, 2025.

5. Correspondence, updates, building use requests

- Two building use requests were approved by the Executive Council this month. Emory Valley Early Intervention Event requests the use of the Fellowship Hall on the morning of December 10, 2025. The International Brotherhood of Magicians have requested the use of the Fellowship Hall each fourth Thursday evening of the month during 2026 (except November and December).
- Rick Christian has updated and reworked our Building Use Request forms (pages 15-20 of this month's Council packet). After reviewing the new forms, Cristall M. moved that Council approve both forms (one for members of Messiah Lutheran Church and the other for non-members of MLC). Jack W. seconded the motion and Council voted unanimously to approve the motion.

6. Monthly Committee Reports

Cristall M. presented the WELCA committee report (which will be added to this month's Council packet). The Holiday Market on November 8 was a success, raising \$1270, which will be presented to their selected beneficiaries, Care Cuts and the SE Synod Disaster Relief Fund. This presentation will take place at the WELCA Advent Tea Brunch to be held on December 13. This past September Debbie Hampstead and Anne Tinker attended the annual SE Synod WELCA Convention in Nashville.

7. Constitution update

The church constitution, now under review and updating, will not be ready today, though progress is being reported and should be ready by the Congregational meeting scheduled for Sunday, December 7, 2025.

8. Brainstorm new treasurer

Alice Ramsey has been approached by members of Council to take over the office of church treasurer. She has said that she would be interested in the position. Jack W. made a motion to formally ask Alice Ramsey if she would accept the job of church treasurer, Cristall M. seconded the motion and Council voted unanimously to approve the motion.

9. Security door repair

To repair the front security door mechanism, a quote of \$658.00 has been offered by i4C Technology Group, which is the company that installed Messiah's new internet system. This cost should be covered by funds in the Building Maintenance fund. Mary Ellen W. made a motion to approve the bid amount of \$658 by i4C Technology, Judy M. seconded the motion and Council voted unanimously to approve the motion. Cristall M. made a motion to approve the funds covered by the Building Maintenance fund. Judy M. seconded the motion and Council voted unanimously to approve the motion.

10. Other Business

- St. John's, Gloria Dei and Peace Lutheran churches have approached Messiah with a request to host their Friendsgiving event scheduled for November 28 this year. They would like to have access to the kitchen and Fellowship Hall from 8:30 am till 4:00 pm. They have also requested that Messiah provide security for the event throughout the day. Paul Jones has agreed to be Messiah's host for the day. After discussion, Council agreed to allow the use of our church for the event, though we will not be able to hire security personnel as they had requested. If they would like to engage in that level of security, they will need to provide funding for that.
- Pastor Josh has been contacted by Pastor Judy at Gloria Dei about the possibility of allowing one of their parishioners the opportunity to intern at Messiah for two years as they pursue their candidacy for becoming a pastor. Jessica, who is seeking the internship, would like to focus on children's ministries, but also has interest in working with older adults. She would be available two Sundays each month, would commit to a two-year stay and would like to have preaching responsibilities once a month. Council has agreed to meet with her on Sunday, November 23 for an interview to hear more details about this proposal.

11. Adjourn

Angela K. adjourned the meeting at 1:30 pm.

Submitted by: Carolyn Lawhorn, Secretary

Date submitted: November 18, 2025

Angela Kronau, President
Cristall Mount, Vice President
Carolyn Lawhorn, Secretary
Doug Mason, Interim Treasurer

NEXT COUNCIL MEETING: Sunday, December 14 at 1 PM at the Lawhorns

Devotion: Angela Kronau

UPCOMING DATES:

Committee Reports Due to Carrie: Wednesday, December 3, 2025

Executive Committee Meeting: Tuesday, December 9 at 6 PM via Zoom

MESSIAH LUTHERAN CHURCH
Monthly Summary for the Month of November 2025
Percent of Budget Year = 91.7%

Messiah Mission	Monthly Activity	YTD Activity	YTD 2024 Activity	2025 Full Year	
				Budget	% of Budget
Mission Contributions	\$ 26,530.86	\$ 310,745.90	\$ 321,065.76	\$ 355,771.00	87.3%
Mission Expenses					
Wider Church Mission Support	\$ 1,200.00	\$ 13,200.00	\$ 10,000.00	\$ 14,400.00	91.7%
Staff Expenses	\$ 12,926.07	\$ 123,702.87	\$ 128,815.77	\$ 147,699.00	83.8%
Leadership Support	\$ -	\$ 1,253.17	\$ 1,362.74	\$ 1,440.00	87.0%
Supplies and Other	\$ 1,687.89	\$ 17,240.15	\$ 14,919.57	\$ 16,724.00	103.1%
Facility Expenses	\$ 13,306.40	\$ 153,701.37	\$ 156,218.60	\$ 170,363.00	90.2%
Ministry Support	\$ 468.94	\$ 3,522.61	\$ 4,427.52	\$ 5,145.00	68.5%
Total Mission Expenses	\$ 29,589.30	\$ 312,620.17	\$ 315,744.20	\$ 355,771.00	87.9%
Balanced Budget Adjustment	\$ -	\$ (7,000.00)	\$ (12,000.00)	\$ (7,000.00)	
Impact on Available Unrestricted Cash	\$ (3,058.44)	\$ (8,874.27)	\$ (6,678.44)	\$ (7,000.00)	

OWls Program	Monthly Activity	YTD Activity	YTD 2024 Activity	2025 Full Year	
				Budget	% of Budget
Contributions	\$ -	\$ 130,452.19	\$ 124,090.69	\$ 124,677.00	104.6%
Expenses	\$ 8,950.52	\$ 113,288.58	\$ 105,317.45	\$ 124,677.00	90.9%
Impact on Owls Program Fund	\$ (8,950.52)	\$ 17,163.61	\$ 18,773.24	\$ -	

				Month Ending
Available Unrestricted Cash				Total
Cash				
Operating Checking Account				\$ 158,550.52
Savings Account				\$ 44,757.84
Total Cash				\$ 203,308.36
Designated Funds				
Badenhop Fund				\$ 76,044.82
Building Maintenance Fund				\$ 21,249.74
Memorial Gifts Balance				\$ 5,612.86
Children & Youth Faith Formation				\$ 10,938.69
Columbarium Fund				\$ 4,293.40
Sharon Olson Fund				\$ 5,196.57
Other Designated Funds				\$ 17,928.88
Total Designated Funds (Incl. OWLS)				\$ 141,264.96
Liabilities, Prepaids, and Equity				\$ 30,413.56
Available Unrestricted Cash				\$ 31,629.84
Memo: Total Earnings from Mena Eckerd Fund				\$ 3,427.26

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

Thursday, December 4, 2025

Page 1 of 5

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
Income						
General Mission & Operating Contributions						
4.100.100	Unrestricted Offering	22,695.79	26,500.00	274,064.28	318,000.00	86
4.102.100	Badenhop Building Use	1,600.00	1,600.00	17,600.00	19,200.00	92
4.103.100	Loose Offering	438.40	307.00	4,271.48*	3,683.00	116
4.110.100	Interest and Dividends	0.34	0.00	3.87*	4.00	97
4.115.100	Coffee Hour Proceeds	43.00	56.00	573.64	668.00	86
4.125.100	Building Usage Fee/Donation	1,170.00	525.00	6,810.00*	6,300.00	108
4.130.100	Miscellaneous	0.00	0.00	0.00	0.00	0
4.135.100	Thrivent Choice dollars	0.00	76.00	1,006.00*	916.00	110
4.140.100	Balance Budget	583.33	583.00	6,416.63*	7,000.00	92
	Subtotal General Mission & Operating Contributions	\$26,530.86	\$29,647.00	\$310,745.90	\$355,771.00	87
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	70.00	0.00	280.00*	0.00	0
	Subtotal OWLS Contributions	\$70.00	\$10,390.00	\$130,522.19*	\$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	0.00		200.00		
4.510.100	Altar Flowers Income	215.00		1,419.00		
4.513.200	Building Maintenance Fund Income	200.00		10,383.66		
4.517.100	Children and Youth Faith Formation Income	0.00		3,890.37		
4.519.100	Columbarium Inc	0.00		400.55		
4.540.100	Creekmore Music Endowment Income	0.00		3,567.22		
4.550.100	ELCA Domestic Disaster Relief Income	500.00		2,500.00		
4.591.100	Guatemalan Mission Income	500.00		2,283.75		
4.670.100	Memorial/Honorarium Gifts Income	430.00		1,632.75		
4.680.100	Mena Eckerd Endowment Fund Income	0.00		3,439.32		
4.780.100	Staff Gifts Income	275.00		1,540.00		
4.836.100	WELCA Cluster Meeting Fund Income	0.00		730.00		
4.837.100	WELCA Eggs for CareCuts Income	20.38		273.52		
4.840.100	World Hunger Income	0.00		40.00		
4.845.100	Yard Sign Fund Income	40.55		40.55		
	Subtotal Designated Funds Contributions	\$2,180.93		\$37,440.69		
	Total Income	\$28,781.79	\$40,037.00	\$478,708.78	\$480,448.00	92
Expenses						

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

Thursday, December 4, 2025

Page 2 of 5

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
General Mission & Operating Expenses						
5.100.100	Synod Mission Support	1,200.00	1,200.00	13,200.00	14,400.00	92
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	\$13,200.00	\$14,400.00	92
5.105.100	Sr. Pastor's Salary	3,132.26	3,811.00	41,396.78	45,737.00	91
5.105.200	Sr. Pastor's Housing	1,627.00	1,250.00	13,328.71	15,000.00	89
5.105.300	Sr. Pastor's Social Security	618.70	657.00	3,840.10	7,889.00	49
5.105.400	Sr. Pastor's Moving Expenses	0.00	392.00	4,738.90*	4,700.00	101
	Subtotal Sr. Pastor's Compensation	\$5,377.96	\$6,110.00	\$63,304.49	\$73,326.00	86
5.110.100	Sr. Pastor's Pension	752.91	456.00	2,079.00	5,473.00	38
5.110.200	Sr. Pastor's LH&D Benefits	1,499.23	1,000.00	5,778.24	12,000.00	48
	Subtotal Sr. Pastor's Benefits	\$2,252.14	\$1,456.00	\$7,857.24	\$17,473.00	45
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	100.00	67.00	1,625.54*	800.00	203
	Subtotal Sr. Pastor's Expenses	\$100.00	\$160.00	\$2,290.18*	\$1,920.00	119
5.140.100	Administrative Assistant Salary	1,469.82	1,571.00	15,683.66	18,855.00	83
5.140.200	Administrative Assistant Soc. Sec.	112.45	120.00	1,205.34	1,436.00	84
	Subtotal Administrative Assistant Compensation	\$1,582.27	\$1,691.00	\$16,889.00	\$20,291.00	83
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	27,729.24	30,250.00	92
5.135.200	Director of Music Soc. Sec.	192.86	198.00	2,121.46	2,370.00	90
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	\$29,850.70	\$32,620.00	92
5.150.100	Nursery Attendant Salary	0.00	0.00	0.00	0.00	0
5.150.200	Nurse 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)	900.00	25.00	1,800.00*	300.00	600
	Subtotal Supply	\$900.00	\$98.00	\$2,605.00*	\$1,175.00	222
	Subtotal Staff	\$12,926.07	\$12,309.00	\$123,702.87	\$147,699.00	84

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

Thursday, December 4, 2025

Page 3 of 5

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.160.100	Synod Assembly	0.00	100.00	1,253.17*	1,200.00	104
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	651.64	583.00	6,644.68*	7,000.00	95
5.170.200	Computer Maintenance	349.00	67.00	1,696.00*	806.00	210
5.170.250	Computer Hardware & Software	179.60	139.00	1,793.38*	1,667.00	108
5.170.300	Office Supplies	0.00	79.00	2,582.63*	951.00	272
5.170.400	Postage	0.00	8.00	96.28*	100.00	96
5.170.600	Bank Charges/Service Fees	321.55	361.00	3,535.43	4,333.00	82
5.170.650	Background Check Fees	82.90	42.00	129.85	500.00	26
5.170.700	Kitchen/Coffee Supplies	53.10	26.00	100.70	309.00	33
5.170.800	Publications	0.00	0.00	0.00	0.00	0
5.170.900	Electronic Communications	50.10	88.00	661.20	1,058.00	62
	Subtotal Supplies and Other	\$1,687.89	\$1,393.00	\$17,240.15*	\$16,724.00	103
5.175.100	Utilities	2,637.00	2,994.00	34,795.00*	35,925.00	97
5.175.200	Telephone	137.68	357.00	3,258.08	4,285.00	76
5.175.300	Property - Repairs	1,285.07	1,370.00	7,161.33	16,443.00	44
5.175.400	Property/Liability Insurance	0.00	896.00	10,534.72*	10,748.00	98
5.175.500	Worker's Compensation Insurance	54.66	79.00	591.32	950.00	62
5.175.600	Building Maintenance - Contracts	370.77	333.00	5,496.45*	4,000.00	137
5.175.610	Building Custodial	1,250.00	1,250.00	13,750.00	15,000.00	92
5.175.620	Mowing, Trimming & Landscaping	(60.13)	167.00	3,150.00*	2,000.00	158
5.175.630	Trash Service	1,028.88	317.00	4,439.99*	3,800.00	117
5.175.650	Cleaning/Bathroom Supplies	263.47	95.00	795.48	1,144.00	70
5.175.700	Mortgage Principal	5,210.56	4,965.00	56,460.80*	59,580.00	95
5.175.800	Mortgage Interest	1,128.44	1,374.00	13,268.20	16,488.00	80
	Subtotal Facility Expenses	\$13,306.40	\$14,197.00	\$153,701.37	\$170,363.00	90
	Subtotal Office and Facility	\$14,994.29	\$15,590.00	\$170,941.52	\$187,087.00	91
5.180.100	Disciple - Adult Faith Formation	153.33	63.00	275.33	750.00	37
5.180.150	Disciple - Children & Youth Faith Formation	0.00	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	153.12	33.00	153.12	400.00	38
5.180.450	Support - Stewardship	0.00	25.00	99.06	300.00	33

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

Thursday, December 4, 2025

Page 4 of 5

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.180.500	Worship - Worship & Music	45.75	225.00	2,082.84	2,700.00	77
5.180.550	Worship - Worship & Music - Altar Supplies	116.74	58.00	631.36	700.00	90
	Subtotal Ministry Support	\$468.94	\$428.00	\$3,522.61	\$5,145.00	68
5.190.100	Balance Budget Adjustment	0.00	0.00	7,000.00	7,000.00	100
	Subtotal General Mission & Operating Expenses	\$29,589.30	\$29,647.00	\$319,620.17	\$362,771.00	88
OWLS Ministry						
5.225.100	Parish Nurse Salary	4,416.66	4,417.00	48,583.26	53,000.00	92
5.225.200	Parish Nurse Social Security	311.20	314.00	3,423.20	3,763.00	91
	Parish Nurse Compensation	\$4,727.86	\$4,731.00	\$52,006.46	\$56,763.00	92
5.227.100	Parish Nurse Pension	265.00	265.00	2,915.00	3,180.00	92
5.227.200	Parish Nurse LH&D Insurance	817.07	897.00	8,987.77	10,759.00	84
	Parish Nurse Benefits	\$1,082.07	\$1,162.00	\$11,902.77	\$13,939.00	85
5.230.100	Parish Nurse Auto Expense	0.00	200.00	1,558.90	2,400.00	65
5.230.300	Parish Nurse Continuing Education	390.00	163.00	1,959.36*	1,950.00	100
	Parish Nurse Expenses	\$390.00	\$363.00	\$3,518.26	\$4,350.00	81
	Subtotal Staff - OM	\$6,199.93	\$6,256.00	\$67,427.49	\$75,052.00	90
5.280.100	Fellowship Events - OM	942.94	600.00	5,773.37	7,200.00	80
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	18,333.00*	19,200.00	95
5.280.500	Publications - OM	207.65	10.00	612.31*	125.00	490
5.280.600	Transportation - OM	0.00	25.00	176.00	300.00	59
5.280.700	Care Assistance	0.00	1,510.00	16,445.47	18,120.00	91
	Subtotal OWLs Ministry Support	\$2,750.59	\$4,134.00	\$45,861.09*	\$49,625.00	92
	Owls Ministry	\$8,950.52	\$10,390.00	\$113,288.58	\$124,677.00	91
Designated Funds Expense						
5.300.100	Sharon Olson Fund Expense	320.77		7,631.70		
5.305.100	Balance Budget Expense	583.33		(583.37)		
5.509.100	AV Equipment Expense	0.00		447.94		
5.510.100	Altar Flowers Expense	180.00		1,595.50		
5.517.100	Children and Youth Faith Formation Expense	0.00		450.03		
5.519.100	Columbarium Exp	0.00		14,501.34		
5.540.100	Creekmore Music Endowment Expense	270.00		5,505.10		

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

Thursday, December 4, 2025

Page 5 of 5

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.550.100	ELCA Domestic Disaster Relief Expense	0.00		2,000.00		
5.591.100	Guatemalan Mission Expense	0.00		1,709.95		
5.630.100	Library Expense	0.00		24.02		
5.670.100	Memorial/Honorarium Gifts Expense	0.00		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	0.00		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	113.18		933.09		
5.840.100	World Hunger Expense	0.00		40.00		
	Subtotal Designated Funds Expense	\$1,467.28		\$42,763.54		
	Total Expenses	\$40,007.10	\$40,037.00	\$475,672.29	\$487,448.00	89
	Difference	(\$11,225.31)	\$0.00	\$3,036.49	(\$7,000.00)	

* = Income/Expense exceeds amount budgeted to date

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

Thursday, December 4, 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	155,443.30	3,107.22	158,550.52
1.200.100	Designated Funds Savings Account	40,272.69	44,757.50	0.34	44,757.84
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	3,427.26	0.00	3,427.26
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	3,983.37	972.72	4,956.09
	Total Assets	\$3,013,260.95	\$3,025,438.65	\$4,080.28	\$3,029,518.93
Liabilities					
2.000.100	Accrued Liabilities	0.00	166.70	(83.33)	83.37
2.100.100	Mortgage Payable	424,733.59	373,553.21	(5,210.56)	368,342.65
2.600.100	Deferred Income	23,973.00	21,722.20	15,388.92	37,111.12
	Total Liabilities	\$448,706.59	\$395,442.11	\$10,095.03	\$405,537.14
Fund Balances					
3.100.100	Unrestricted Operating Fund Balance	40,504.11	34,688.28	(3,058.44)	31,629.84
3.200.100	Badenhop Fund Balance	58,811.21	84,925.34	(8,880.52)	76,044.82
3.300.100	Sharon Olson Fund Balance	7,728.27	5,517.34	(320.77)	5,196.57
3.305.100	Balanced Budget Fund Balance	0.00	1,166.70	(583.33)	583.37
3.509.100	AV Equipment Fund Balance	599.99	352.05	0.00	352.05
3.510.100	Altar Flowers Balance	363.95	152.45	35.00	187.45
3.513.200	Building Maintenance Fund Balance	10,866.08	21,049.74	200.00	21,249.74
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	10,938.69	0.00	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	4,293.40	0.00	4,293.40
3.540.100	Creekmore Music Endowment Balance	8,274.78	6,606.90	(270.00)	6,336.90
3.550.100	ELCA Disaster Relief Balance	0.00	0.00	500.00	500.00
3.590.100	Feeding Ministries	604.14	604.14	0.00	604.14
3.591.100	Guatemalan Mission Support Balance	0.00	73.80	500.00	573.80
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	5,182.86	430.00	5,612.86
3.680.100	Mena Eckerd Endowment Fund Balance	2,987.94	3,427.26	0.00	3,427.26
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	58.40	275.00	333.40
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	72.84	(92.80)	(19.96)
3.845.100	Yard Sign Fund Balance	0.00	0.00	40.55	40.55
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	2,442,449.17	5,210.56	2,447,659.73
	Total Fund Balances	\$2,564,554.36	\$2,629,996.54	(\$6,014.75)	\$2,623,981.79
	Total Liabilities and Fund Balances	\$3,013,260.95	\$3,025,438.65	\$4,080.28	\$3,029,518.93

Facility Use Agreement – Non-MLC Member

*This form is to be completed by the responsible person for any non-worship or non-ministry event that takes place in the Messiah Lutheran Church (MLC) facility and must be on file at least four weeks prior to the start date of the event. Check area/room availability with the Administrative Assistant, the Property Committee, and the Audio/Visual Team 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 facility reservation. **Your date is not firm until deposit and signed agreement are on file.***

Please note:

- 1) It is your group's responsibility to leave the space as you found it.
- 2) Only use the sound system, computer, or the projector if you have received training. Once used, it **MUST BE** packed and stored the way it was found.
- 3) Funerals or other unforeseen church-related priorities take precedence over ALL scheduled activities. MLC reserves the right to cancel any activity if it becomes necessary to schedule a funeral.

Facility User Information

Name of Event: Hart-Strings Group Rehearsals

Sponsoring Organization: _____

Description of Event: Violin group rehearsal

Date(s) of Use: 1/25/26, 3/1/26 + 4/12/26 Anticipated number in attendance: 50

Time of Event (beginning & end times): 2-5:30 PM Anticipated time of set up: 30 min. (1:30)

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

Name & Position of Responsible Person: Kathy Hart, director

Address: 8125 Hayden Drive Knox 37919

Primary Phone Contact: 865-680-8125 Secondary Phone Contact: NA

Email: Hartstringsstudio@gmail.com

EVENT SET UP:

*Will you need time before the event to set up? ☒ Yes ☐ No How much time? 30 min

*Will you need time after the event to take down? ☐ Yes ☒ No How much time? _____

****Note that charges start when set-up begins and end when take down is completed.***

Are tables and chairs needed inside? ☐ Yes ☒ No Where are they needed? _____

If yes, you will need to transport them. You will also be responsible for setting up tables, chairs, etc.

Will you need to use MLC's tablecloths? ☐ Yes ☒ No ***If yes, you will be responsible for washing them after the event.***

PROMOTIONAL PLAN:

What date range would you like promotions to run? (Unless otherwise requested, info will be included in announcement sheet and weekly E-News.) _____

A written announcement is advisable regardless of flyers and graphics. Please submit that via email to office@messiahknoxville.org. Event specific emails can be requested by emailing office@messiahknoxville.org. Otherwise it will be included in weekly E-News and bulletin announcement sheets.

AUDIO/VISUAL NEEDS:

Is audio or video system support needed? ☐ Yes ☒ No (Not guaranteed, but we will try.)

Describe the audio & video system needs: _____

If outdoors, are covered areas needed? ☐ Yes ☐ No (Not guaranteed, but we will try.)

Describe the covered areas: _____

OUTSIDE AND LIGHTING NEEDS:

If outdoors, does the parking lot need to be restricted during the event? ☐ Yes ☐ No (Not guaranteed, but we will try.)

Describe the restricted parking areas: _____

Will assistance be needed after the event to remove non-church owned items? ☐ Yes ☐ No

ANY ADDITIONAL INFORMATION TO SHARE:

FACILITY USE FEES (Fill in Total Amount in Second Bullet in the Agreement below)

- Kitchen, cold storage and prep only (not using stove/oven): Catered meals, user supplies all items \$50 per hour
- Kitchen, full use: Groups that are selling through the window: \$100 for 3 hours. Groups that are catering (on site prep: \$200 for 3 hours) Catered meal. Church china & silverware, dishwasher to be used: \$100.00 per hour Meal prep on site: \$200.00 per hour
- Old Narthex: \$35 per hour (2 hours minimum)
- Fellowship Hall (no kitchen use): \$60 minimum for 3 hours - \$30 each hour after.* Charges will begin once set-up begins and conclude once cleanup is completed. It can include audio visual equipment but is not automatic. Individual needs will be assessed.
- Courtyard: \$20 per hour with 3 hours minimum

- Nave/Sanctuary: \$100 minimum for 3 hours - \$40 each hour after
- Additional Rooms/Classrooms: \$35 per hour (2 hours minimum)
- Library: \$35 per hour
- Early Access Fee (for your group to set up): \$10 per hour.
- Deposit (refundable): 50% of initial request.
- Audio/Visual Fee: \$35 per hour
- Music Fee: Determined by Director of Music
- Custodial Fee: Determined by Council President

Agreement

- I/we have read the Facility Use Policy and Facility Use Expectations and agree to abide by all rules and expectations set forth therein.
- I/we agree to pay MLC the amount of \$85⁰⁰ for the use of the church facilities as detailed above.
- I/we agree that all fees and deposits will reach MLC 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 the MLC facility 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). MLC agrees to provide the church facility 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 the used facility to the configuration and condition in which we found it.
- I/we agree to hold MLC, congregational members, Congregation Council, and church personnel 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 at this event. I/we agree to be liable for any damages or incident which may occur in connection with this event.

Hand signatures are required below. Typed names or e-signatures will not be accepted.

Signed: Kathy Hart Date: 12-8-25

Approved: _____ Date: _____

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: Office Space for Darin Henrik
Sponsoring Organization: ELCA Disaster Ministry, SE-Synod
Purpose of Gathering: Office Space, non-gathering
Date(s) of Use: Dec. 15, 2025 ~~Dec~~ Ongoing Anticipated number in attendance: 1-3
Time of Event (beginning & end times): _____ Anticipated time of set up: _____
Area/Room(s) to be used: 2nd Small Office
Name & Position of Responsible Person: Darin Henrik, Director
Address: 1410 Ponce De Leon Ave NE, Atlanta, GA 30307
Primary Phone Contact: 701-412-4118 Secondary Phone Contact: 404-589-1977
Email: dhenrik@ELCA-SES.org

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 \$0 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: +Xavier 284P Date: 12-1-25

Approved: _____ Date: _____

Office

From: Angela Kronau <arkronau@yahoo.com>
Sent: Tuesday, December 9, 2025 9:05 AM
To: Office; clawh53@gmail.com; cristallmount@gmail.com; Doug Mason; Josh Moss; vollady4@aol.com
Subject: Fwd: Line of Credit

Carrie,
Would you please add this to the Council packet?
Thanks,
Angela
Sent from my iPhone

Begin forwarded message:

From: wdmason7 <wdmason7@ptd.net>
Date: December 8, 2025 at 11:56:27 AM EST
To: Angela Kronau <arkronau@yahoo.com>, Cristall Mount <cristallmount@gmail.com>, "Wilson, Michele" <vollady4@aol.com>, Pastor Josh Moss <moss.josh2@gmail.com>, Dawn Liner <dawn.websterliner@gmail.com>, Carolyn Lawhorn <clawh53@gmail.com>
Subject: Line of Credit

Hi,

I discussed obtaining a line of credit with my contact at Regions, who is Angel Tapia, Commercial Relationship Manager, VP. He said that we could apply for credit line of whatever level we think we will need, give a time span for the loan, and do so even if we don't plan to access it for two or three years. He said it is reassessed every year by the bank and renewals are pretty automatic unless the dollar amount changes or the term changes. Then, we would make another application. I propose we ask for \$150,000 for a six-year period. We could always extend the term if we cannot pay off the loan for another year or two. The interest rate is prime plus a percentage, and changes as the prime rate changes. We don't pay any interest until we draw on the credit line. I will ask him what the current rate is when I submit the application. Carolyn, I think you should sign the minutes, or the Council secretary if a new one is elected.

At your next council meeting, please include in the minutes a motion to obtain a line of credit from Regions Bank for \$150,000 for six years (or whatever dollar amount and term you decide). I must forward that to Angel with the application.

The application asks who is authorized to borrow on behalf of the organization and their social security number. I assume this will be our next Council president.



12/4/2025

Attn: Mesiah Lutheran Church (4 pole lights)

Hello, thank you for the opportunity to submit a proposal for the above referenced project. The following work includes all labor and material.

Scope of Work:

- Includes 4 new shoe box direct wire replacements 400w equivalent.
- Includes 30' boom lift.
- Includes direct wiring the pole lights.
- Includes disposal of old light fixtures.
- Clean work area after completion.

Includes 16' ladder rental to replace warranty lights inside.

Notes:

- Work shall be performed during normal business hours (7:00 am. - 4:30 pm. Monday-Friday).
- Proposal expires 7 days from the date listed above.

Exclusions:

- Fire protection, fire protection engineering, fire extinguishers or fire alarm systems, wiring, devices and interlocks.
- Code Upgrades (if required)
- Overtime wages
- Structural engineering and steel supports
- Test and balance

Total Price: \$3,416

Terms and Conditions:

If any deficiencies are found after performing the above stated repairs or installation that prevent this system from performing to the customer's satisfaction or codes regulations, Lee Company will advise customer and quote additional repairs. If existing electrical or duct work prevents the new unit from operating properly, Lee Company will advise customer and quote additional repairs.

Payment is due within 30 days of progress invoicing by Lee Company. Customer will be liable for Lee Company's incurred attorney's fees and collection cost attributable to customer's non-payment, plus one and one-half percent (1 ½%) interest on unpaid balance due Lee Company. Pricing is valid for a period not to exceed 30 calendar days from the date of this proposal. Lee Company reserves the right to review and adjust pricing accordingly.

Acceptance:

Please sign below indicating your notice to proceed and acceptance of this proposal. Once received by our office, via fax or mail, we will proceed with materials order and scheduling of the work.

Signature: _____

Title: _____

Date: _____

Bill-to Address: _____

Again, thank you for this opportunity. If you have any questions, or need any additional information, please contact me at the number listed below.

Best Regards,

Jeremy Cunningham
Electrical Solutions Consultant
C 865-801-3252
Jeremy.cunningham@leecompany.com



Facilities Solutions

Facility Services

HVAC Maintenance Programs

- Coil cleaning
- Filter and belt replacement
- Technical inspection of equipment

Plumbing Maintenance Programs

- Certification of backflow devices
- Inspections of plumbing fixtures and equipment
- Maintenance on water heaters/boilers

HVAC Services

- Air compressors
- Air handling units
- Boilers
- Chillers
- Cooling towers
- Cooling/Heating problems
- Driers
- Equipment replacement
- Exhaust fans
- Heat wheels
- Humidification/Dehumidification problems
- Make-up air units
- Noise Issues
- Pumps
- Refrigeration and refrigerant recovery
- Test labs
- VAV systems

Plumbing Services

- Backflow devices
- Camera drain inspections
- Drain jetting
- Drain maintenance
- Faucets
- Hose bibbs/Wall faucets
- Pumps
- Sewer issues
- Urinals
- Water closets
- Water heaters
- Water leaks/drain/sewer problems

Electrical Services

- Arc-flash ratings/NFPA 70E
- Data logging/Test and balance
- EV-electrical vehicle charging
- Explosion proof
- Generator installation and maintenance
- Industrial
- Infrared testing
- Lighting retrofits
- Load testing
- Motor controls
- Outdoor lighting/Pole lighting
- Service upgrades
- Solar
- Surge protection
- Transformer/Utility
- Troubleshooting

Technical Services

- Air/Water test and balance
- Annual code compliance services
- Building automation systems
- Building commissioning, recommissioning and retrocommissioning
- Building forensics
- Compressed air audits
- Energy retrofits, including VFD's
- Energy star rating
- Fire damper inspections
- Hot water energy management systems
- HVAC and lighting control
- Indoor air quality (IAQ)
- Life safety/Fire code compliance
- Med gas inspections
- Steam trap retrofits

Security Services

- Access control
- Alarm monitoring and inspections
- Design, installation and service
- Fire
- Integration
- Intrusion
- Life safety/Fire code compliance
- Structured cabling
- Video

leecompany.com



INVITE COMMITTEE MINUTES

December 1, 2025

Committee members present: Kate Spears (Zoom), Michele Wilson, Angela Kronau, Larry Moeller, Deanna Moeller, Mike Flatford

Committee members absent: Dean Jane Mason (Worship), Pastor Josh Moss Flatford, Mary Ellen Whitson (Council Liaison)

Meeting held: ✓ In Person & ✓ Via Zoom

After opening with a word of prayer, we reviewed the Vision + Mission document that Pastor Josh had provided at our last meeting. We asked ourselves the question, "What is Our Purpose?" After heartfelt discussion, we have:

"Our purpose is to welcome people into a Christ-centered community where belonging is formed."

Michele will participate in the next Worship Committee meeting on Tuesday, December 9 at 6:00 pm to share what Invite has accomplished so far and see which members of that committee wish to join the work group. She and Mike Flatford have agreed to serve on the 'Invite + Worship Work Group. Pastor Josh has identified this group's purpose as: Review and strengthen the full pathway of welcome. Question to Pastor Josh: What does this look like or what does this mean? Will this work group plan the Event / Worship opportunities we've already identified? (See below)

Upcoming Worship Experiences with an Event component.

- Reconciling In Christ
 - Saturday, February 7, 2026 - Event (to be developed)
 - February 8, 2026 - Reconciling in Christ Worship
- Revival
 - Saturday, June __, 2026 - Event (to be developed)
 - Sunday, June __, 2026 - Revival Worship
- Rally Week
 - Saturday, September 12, 2026 - Watermelon Festival (to be developed)
 - Sunday, September 13, 2026 - 1 Year Anniversary of Pastor Josh's service at Messiah
- Season of Christmas
 - Saturday, November __, 2026 - Holiday Market (with tours of the church / mini worship)
 - Sunday, November __, 2026 - Worship (to be developed)

Action Items:

- January 11 (During Adult Learning Hour) - New Member Reception
 - Deanna will prepare punch
 - Michele will bring cake / cupcakes
 - Larry will create program / serve as MC
- February 7 - Reconciling in Christ 'Event'- WE NEED TO GET ON THIS ASAP!
- March 14 (10 to 12 noon) & March 15 (3 to 5 pm) - Walk the Neighborhood
 - Handout w/Meet Our New Pastor (March 22)
 - "Help Welcome Our New Pastor & His Family To The Community" [with picture of the family]
 - Handout w/Holy Week Events
- March 22 - Village Vibe - Meet Our New Pastor - Open House from 2 to 4 pm
- Confirm with Pastor Josh that he will:
 - schedule the New Member classes
 - put together the New Member Packets
 - take care of the sponsors

We decided to leave our committee name "Invite". We also agreed that a new strategic plan should be written with input from all of the ministry teams.

- When will we start the Wednesday night supper? Not anytime soon. We have other things to focus on.
- Who from the Worship Team will join our meetings / assist with planning? Michele will find out at the December 9th meeting.
- Deanna will ask Carrie to send her the list of visitor names every Monday so that Deanna can send the 'Thank you for attending' notes as soon as possible after the first visit.

Topics for upcoming meeting discussion:

- Review of the 2021 Annual Report - Highlights from when a person approaches the church as a stranger to when they leave as a guest. (Appendix 2).

Date of next meeting: Thursday, January 8 @ 5:30 pm at the Church.

Minutes submitted by Michele Wilson

December 3, 2025



Successful work day on 8 March

__November 2025__Property__COMMITTEE MINUTES

Day/Date of Meeting

Committee members present: N/A

Committee members absent: N/A

Guests present: N/A

Meeting held: ☐ In Person ☐ via Zoom

OLD BUSINESS

1. Bad Gas stove pilots have been replaced – All are now operational.
2. Converting existing non-emergency Fluorescent Lighting to LED is nearly complete Thanks to Mike Flatford. Need to address emergency fixtures including wall packs.
3. Storm damage cleanup along rear of church property (Fourth Creek) scheduled for 27 Jan 2026 – Funding needed/ Approved (\$2,590.00). Fourth Creek Ditch from bridge to Kingston Pike cleared by Chavez Tree Service (\$3,200.00). Holly Bushes have been trimmed. This work has made a huge difference in the appearance of Messiah's property.
4. Ille Wood's Garden Club has supplied three – Leyland Cypress trees to replace trees lost along the driveway due to storms – Trees have been planted – Garden Club caring for them..
5. The circulation pump purchased to keep the previous kitchen water heater operational has been listed on Ebay for sale with the hope some of the \$800 purchase price can be recouped and put toward other building maintenance issues. Ebay not promising will seek other options.
6. The ability for Carrie P to remotely release the front door via the phone system seems to have stopped working – I4C has a plan (\$658.00) – waiting for them to complete executing it.
7. The trash container adjacent to the food box needs repairs/ upgrades if the Food Box is to remain. – Property will address. A different trash container has been graciously donated. Will get it deployed and the old one removed.
8. New laptop for the Fellowship Hall purchased and received. Will get it set up for service.
9. New Hard drive for Sanctuary computer purchased, received, and installed – Computer operating much faster.
10. Kitchen tankless water heater completed annual servicing \$580.89). Operational problem developed, investigated, eventually resolved (additional cost - \$229.00
- 11..Leaking toilet repaired – Basement Women's Handicapped toilet (\$427.30)

NEW BUSINESS

1. A leak has been identified in the Sanctuary Roof. A local Company, Baird & Wilson, and been hired to address the roof repairs (\$2,510.00). Awaiting date to complete the work
2. New proposal for annual inspection of Messiah's Fire Alarm System received from Eagle Fire/Building Systems Technology, reviewed and accepted. (Originally \$1,989.00; negotiated down to \$1,434.00) An increase from the \$880.00 per year we have been paying.

3. Four parking lot pole lamps and a single Fellowship Hall main lamp need to be upgraded/replaced. The Lee Company, our current electrical service company, proposes an expense of \$3,416.00 to complete.
4. Steps from East End Drive to grassy area need to be replaced – Property developing a plan.
5. A plan to relandscape Messiah's front plant beds is under development by Willow Ridge Garden Center & Plant Nursery (\$250 Gift Card for design Plan)

ACTION ITEMS FOR COUNCIL

Approval for funding of parking lot and fellowship hall lighting upgrade/repairs (\$3,416)

Funding for Storm Damage cleanup along back of church property – Approved at \$2,590.00

Next Meeting: *TBD*

Minutes submitted by: Jonathan Driskill, Committee Chair

WORSHIP MINISTRY TEAM

Minutes

December 9, 2025

Zoom

Present: Jane Mason, Debbie Hampstead, Pastor Josh, Martha MacCabe, Jon Driskill. Also attending was Michele Wilson from Invite Team.

Jane opened with prayer at 7PM.

Christmas Eve Worship: Same as last year, special music beginning at 5PM. There will be processing. Jane will speak with Carrie about including information in the enews.

New Baptismal Font: Pastor is meeting with a glassblower to see about making a new baptismal bowl that would have 3 rivers representing the 3 rivers that converge in Knoxville. Possibly a new pitcher too. Memorial funds may be used.

Extra Communion Assistant?: Jane reported that it takes a lot of time to refill the wine chalice. After discussion, the Communion Assistants will give a heads up to someone else serving (acolyte, lector, etc) to bring the extra wine to the Communion Assistant when it runs low.

Church Welcome: Ideas were discussed on how to make visitors feel more welcome. A new team consisting of some Invite Team members and members of the worship team. This new Team will work on creating several events or worship services that should encourage community participation. Ideas also included, bringing the Welcome table closer to the door with name tags for visitors, provide welcome bags with something to take home, encourage the use of the friendship folders for follow up contact. The new Team would plan 4-5 special events the same weekend perhaps as the special worship that the community would be invited to attend. Pr. Josh summarized this new team as primarily listening to each other, i.e. worship knows what Invite is planning and incorporate aspects into worship. Eventually the other teams will be included in this plan. This will help our whole church community to be cohesive in its welcoming and inviting others in our surrounding community.

February 8 is RIC Sunday. Beth Ford has identified a speaker for the Adult Learning hour. Maybe the speaker could somehow be a part of Worship. June will be a revival event. Pastor suggested that Judy's square dancing group could be a part of the event. September is Rally week and the one year anniversary with Pastor Josh. Maybe a watermelon festival. November is the Holiday market. We could offer tours, or a special service could take place during the market and vendors and shoppers could be invited.

Christmas Day Worship: not this year, will plan for next year.

Pastor closed with Prayer at 8PM.

Respectfully submitted,
Debbie Hampstead

Books related to welcoming worship/church:

Welcome: Loving Your Church by Making Space for Everyone (Christian book on welcoming visitors in church, showing hospitality, effective.....by Jen Oshman

Unreasonable Hospitality: The Remarkable Power of Giving People More than They Expect by Will Guidara and Penguin Audio

Radical Hospitality: Creating a culture of welcome in the church by Robby Lybrand | Aug 5, 2025

Becoming a Person of Welcome: The Spiritual Practice of hospitality by Laura Baghdassarian Murray

Coming up Dates:

Jan 10 @ 10:00 a.m. Taking down the Greens

Jan 13 @ 7:00 p.m W & M team zoom mtg