

Messiah Lutheran Church | ELCA – Council Meeting
Sunday, May 19, 2024 at 12:00 noon | Messiah Fellowship Hall

Council members present: Michele Wilson, Carolyn Lawhorn, Jon Driskill, Angela Kronau,
Susan Hamilton, Becky Breeden, Cristall Mount, Pastor Mark
Council members absent: Davin Henrik, Jack Wilder

AGENDA

1. Call to Order: Angela Kronau | Opening Devotion: Susan Hamilton | Approval of April Minutes

The meeting was called to order by Angela at 12:25. The opening devotion was presented by Susan Hamilton. Angela requested comments or corrections needed for the April Council Minutes. Since there were none, Michel Wilson moved that the minutes be approved, Jon Driskill seconded the motion and the Minutes were approved unanimously.

2. Financial Update: Steve Hess

April and YTD Financials.

- **2024** Income and Spending plan \$29,878 per month
 - **April General Fund Income** was \$2,518 above plan.
 - General Fund income is \$4,937 above plan YTD. 4%
 - General Fund Income is \$,1612 above last year at this same time.
 - **April General Fund Expenses** were \$2,278 below Plan.
 - General Fund Expenses are **\$4,493** above plan YTD. 4%
 - General Fund Expenses are \$3,373 below last year at this same time.
 - **April General Fund Unrestricted Cash** reserves increased to **\$25,599**.
 - This is **3.7** weeks' worth of cash.
 - At this slightly below a healthy 4 week level of unrestricted cash,
 - I recommend spending slightly below plan where possible for May.
 - Other **April** items to note:
 - In 4 months, Pastor Mark spent 78% of his Continuing Ed allowance.
 - In 4 months, Pastor Mark has spent 159% of our Sr. Pastor Auto allowance.
 - In 4 months, Supply Clergy expense through April is at 129% of annual plan.
 - In 4 months, Building repairs are at 68% of our planned spending at \$10,917.
 - Luther ridge Camp fund is negative because initial payments have been made
 - \$20K has been raised for the Kitchen Hot Water Heater - \$8K received
- a) Pastor Mark noted that his trip to Pittsburg last week concluded the use of his Continuing Education budget allowance is all that he will need for 2024. He suggested that the line items for our supply clergy auto allowance and other

clergy items budgeted need to be reviewed for 2025 and should cover at least the last six months of 2025.

3. Monthly reports w/Notes

- a) Hymn Board: Mary Busch will allow funds from Norm's memorial fund to purchase the new hymn board. Michele W. moves to approve the purchase with those funds, Cristall Mount seconds that motion and the Council approved by a unanimous vote.
- b) Property:
 - \$20,700 was collected for the water heater through the IMMEDIATE NEED campaign. A \$10,000 down payment has been made so that the order for the new water heater can be processed.
 - The shed roof has been fixed and the shed will be painted.
 - The Ladies room handicapped toilet has not yet been fixed. Jon has some concern about the extent of the problem.
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- c) Ministry Fair—Sunday, September 15th (MW on vacation 9/8): Michele W. is leading up efforts to hold a Ministry Fair at Messiah, after church service, on September 15. Every ministry committee will be invited to set up a booth at the fair. The intent of the fair idea (including the opportunity to inform the congregation about each committee's purpose, goals, and needs) is to make the event flamboyant and fun. Ideas include having a Best Booth contest and providing a Fair Bingo game, where each participant who picks up a Bingo card, will visit each booth, receive a stamp on their card from that booth and attempt to fill their card with stamps to win. Snacks (popcorn?) and other refreshments will also be provided.
- d) Worship Committee: The Worship Committee is in the process of revising the wedding policy for the church, as well as the fees charged for that type of event held at Messiah.

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

- a) KARM: A letter was received from KARM notifying Messiah that \$220 in gift cards will be delivered to our church because of their first quarter donations. Messiah is also invited to their October 31st Partner Appreciation Breakfast this year for our continued support of the KARM ministries.
- b) Letter from Kristin: Kristin requested that Council accept her letter of outlining changes in her employment contract with Messiah that she wants to make as she transitions into full retirement over the next 12-18 months'

time. She is requesting that her hours be reduced to part-time and that she works Tuesday-Thursday, instead of her current schedule. Since she is requesting a half-time schedule, she understands that her salary will reflect the reduced hours. She will commit to work through the time at which a new pastor has been hired and long enough after that to transition the new pastor and administrative assistant into the church office. After discussion, Michele W. moved that we accept her letter, Jon D. seconded the motion and Council members voted unanimously to accept Kristin's letter

- c) Building Use Request: A building use request was submitted by the Susan Edmonson Embroidery Class for October 21-22, 2024 from 8:30-4:30 each day. They will require the use of the Fellowship Hall. Kristin K. signed off on the request and Council approved the request.

5. Policy on our Unhoused Neighbors: Proposed Policy for our Unhoused Neighbors update: Discussion was allowed on the expectations for our volunteer office workers as Kristin transitions into her part-time schedule. The first step for our volunteers is to contact a Public Safety Officer so that any homeless neighbor that visits Messiah can be put in touch with service staff that are resources for helping with housing, medical needs, etc. Our volunteers should continue to issue bus passes, gift cards (KARM and possibly Weigel's) and water and/or lunch bags. We must continue to provide provisions for the outdoor food pantry. Michele W. agreed to take these updates back to the committee as they continue to update the Proposed Policy for our Unhoused Neighbors.

6. Call Committee Nominations: Council members selected a slate of church members to contact and request their acceptance as nominees to serve on the Call Committee as we continue to work through the Call process for a new pastor. Michele W. and Angela K. will contact each of these members to ask if they will be willing to serve, if elected. Pastor Mark gave a brief outline of each committee member's responsibilities. The committee will meet online with Pastor Hemphill, who will be our synod representative for the process. The first meeting will review the Church-wide Assessment that is being completed, now that all small group meetings are finished. The next step will be to identify approximately three candidates that meet Messiah's expectations and then select one or two persons from that initial slate to sit for a second interview. Viewings of each candidate's preaching will be included as part of the interview process, though those sessions will also be online. Pastor Mark, Michele W., Kristin K. and Angela K. will also be members of the Call Committee. Angela Kronau and Pastor Mark will serve as

ex-officio members. Kristin Kennedy and Michele Wilson will serve as references for Messiah.

7. Set Dates for Mission & Vision Mini-Retreat (instead of regularly scheduled June council meeting), Electing Call Committee congregational vote date, and Annual Meetings Part 1 & 2:

- Council will meet for its Mission & Vision Mini-Retreat on June 8 at Susan Hamilton's home.
- Electing Call Committee congregational vote meeting will be announced on June 9 and the vote meeting will be held on June 23.
- Congregational Meeting, Part 1 will be held on November 24: pledges will be due at this time and Council committee nominations will be presented.
- Congregational Meeting, Part 2 will be held on February 23, 2025.

8. "Messiah Forward" Task Force update: No update

9. Building Use Committee update: No update.

10. Other Business: None available

11. Adjourn with prayer: Jon D. moved to adjourn our meeting, Becki B. seconded the motion and Angela K. dismissed us with prayer. Meeting was adjourned at 1:50 pm.

NEXT COUNCIL MEETING: Saturday, June 8. We will meet at the home of Susan Hamilton, 4512 Holston Hills Rd. from 9-12. Becky Breeden will provide breakfast.

UPCOMING DATES: Reports are due by Monday, June 3. The Executive Committee will meet Tuesday, June 4 at 6:30 via Zoom.

Minutes submitted by: Carolyn Lawhorn

Date: May 25, 2024