

Messiah Lutheran Church ELCA- Congregational Council Meeting
Sunday, July 20, 2025 | 11:00 noon | Fellowship Hall

LEADERSHIP TEAM

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

AGENDA:

1. Call to Order: Angela | Opening Devotion & Meal by Carolyn Lawhorn
2. Approval of June Minutes
3. Finance Update - Steve Hess
4. Correspondence, updates, building use requests, etc.
5. Monthly Committee Reports
6. Membership
 - Reinstatement of Meg Liner
 - New Members Chris & Cynthia Coffey
7. Worship Service Technical (AV) Support Person | Badenhop Financial Support Discussion
8. Update on Security Cameras - Judy Mennel
9. Call Committee Update
10. Other Business
11. Adjourn with Prayer

NEXT COUNCIL MEETING: Sunday, August 17 at 11 am
 Devotion by Pastor Mark & Meal by Susan Hamilton

UPCOMING DATES:

Committee Reports Due to Carrie: Wednesday, August 6, 2025

Executive Committee Meeting: Tuesday, August 17 at 6:30 pm via Zoom

Messiah Lutheran Church ELCA/ Council Meeting
Sunday, June 22, 2025, at 11:00 am | Conference Room, Messiah

Members present: Judy Mennel, Rick Christian, Angela Kronau, Jack Wilder,
 Martha MacCabe, Carolyn Lawhorn, Mary Ellen Whitson,
 Pastor Mark Cerniglia

Members absent: Cristall Mount

LEADERSHIP TEAM

Reporting Group	Leader	Council Liaison	Action	Notes
<i>MINISTRY TEAMS</i>				
Care	Illy Wood	Susan Hamilton		
Disciple	Mary Williamson	Carolyn Lawhorn		
Invite	Kate Spears	Mary Ellen Whitson		
Serve	Connie Cole	Jack Wilder		
Worship	Jane Mason	Martha MacCabe		
<i>SUPPORT TEAMS</i>				
Badenhop	Mary Ellen Whitson	Rick Christian	X	Sound system/streaming
Connect	Michele Wilson	Susan Hamilton		
Finance	Steve Hess	Judy Mennel		
Personnel	Connie Cole	Rick Christian		
Property	Jon Driskill	Cristall Mount	X	Blessing Box discussion
<i>SPECIAL GROUPS</i>				
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 Mount		
Stewardship (Finance)	Michele Wilson	Martha MacCabe		
WELCA (Disciple)	Anne Tinker	Cristall Mount		
<i>STAFF</i>				
Parish Nurse	Mary Sophia Hawks	n/a		
Interim Senior Pastor	Pastor Mark Cerniglia	n/a		
Director of Music	Mary Phillips	n/a		

AGENDA

1. Call to Order: Angela | Meal & Opening Devotion by Martha MacCabe

Angela K. called the meeting to order at 11:10. Martha M. led our devotions using several daily devotions that she receives from the St. John the Evangelical group, an organization of monks. These thoughts focused on our relationship with God in terms of our willingness to "Ask". Do we have the Courage and Trust to open ourselves to God and then receive His Answer?

2. Approval of May Minutes

Jack W. moved to approve the May Minutes, Judy M. seconded the motion. It was noted that the Leadership Team table included in the Minutes needs updating, which will be taken care of by Carolyn L. The Minutes were then approved by Council unanimously.

3. Finance Update - Steve Hess

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

2025 Income and Spending plan **\$29,648** per month

May General Fund Income was **\$950 below** plan. (3%)

- General Fund income is **\$5,793 below** plan YTD (4%)
- General Fund Income is **\$3,819 (3%) below** last year at this same time.

May General Fund Expenses were \$3,375 below Plan.

- General Fund Expenses are \$12,780 below plan YTD.
- General Fund Expenses are \$15,206 below last year at this same time.

May General Fund Unrestricted Cash reserves increased to \$40,491

- This is 5.9 weeks' worth of cash.
- At this level of unrestricted cash, I recommend General Fund spending at plan.
- I don't recommend extra spending until we decide on the pastor pay package.

Other May items to note:

- We have 7K in Tree & Ditch work to complete
- We have Mold Remediation & Moisture issues to address in the Lower Level Ed Wing
- We Have Exterior Painting to complete
- We have Kitchen repairs to complete
- The 2025 budget has been modified to include a Part Time Admin
 - Spending was reduced for Property
- We received our 2025 Creekmore music fund distribution \$3,567
- We are moving forward with our transition to the new IT support program provider

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

a. Angela K. had updates on the BUR submitted by Bonnie Pederson on behalf of the Sons of Norway regarding their use of the Fellowship Hall on Sunday, Dec. 14, 2025. After Bonnie requested lower fees (since she is a member of the group who is also a member of Messiah), Angela approved a \$50 fee for the hours requested and will sign the BUR when it has been updated to reflect that fee.

b. Martha M. told Council that the Guatemala group would like to hold their annual

reunion at Messiah this year (September 10, 2025). She has asked Carrie to mark that date in the church calendar and will submit the completed BUR when details are worked out.

5. Committee Reports

- a. **Clarify how to proceed with improving the function of the sanctuary sound system & streaming services.** To provide some hands-on support for the tech team at Messiah, a plan to hire a tech intern for the months of September-December of 2025 has been proposed. The plan includes finding a student who might have a desire to work for those months with the team. Carolyn L. made a motion to request funds from the Badenhop Fund to help cover the cost of the intern for the months of September-December 2025. Judy M. seconded the motion and Council approved the motion unanimously. Once a reasonable pay schedule is identified, Mary Ellen W. will be informed of the appropriate pay schedule to present to the Badenhop committee.
- b. **Blessing Box discussion (page 16).** Carolyn L. shared the proposal she received from the Knoxville Police Department to begin performing Property Watch services for Messiah. KPD, once notified, will provide this service for two weeks per request, as they are able to. Usually between the hours of 11:00 p.m. and 4:00 a.m. They cannot commit to nightly drive-throughs but send their officers out when there are no imminent issues that they must attend to. We can make these requests every two weeks for as long as we need to. Though we are not required to post signage that the police have been asked to patrol our property, Pastor Mark did suggest that "No Trespassing" signs be posted on the playground fence at both entrances, since there have been instances of strangers using that area to camp (and the police will be told that persons, not authorized, have been found using the playground area as well as the entrances to the church building). Rick C. offered to purchase and hang the signs in the coming week. There was discussion about the need to repair the Blessing Box and secure/replace the garbage can, so Pastor Mark will contact BAM to help with that job. Angela K. suggested designing a monthly schedule with members from the SERVE Committee to restock and check on the Blessing Box each Sunday. That would probably help us stay on top of any damage that might occur again, before it gets too severe, as was the case captured in the photo on pg. 16.

6. Other Business

- a. **Review of MSP updates (pages 20-32)** After reviewing the corrections/additions that Council members offered on the MSP, Jack W. made a motion to accept the revised MSP, Mary Ellen W. seconded the motion and Council passed the motion unanimously. Angela K. will notify Michele W. about the corrections/additions so that she can complete the revised MSP for use by the Call Committee as they continue

their search for a Pastor. The revised MSP will be sent via email by Angela for a final email vote on the changes before it is used by the Call Committee.

- b. Review of Inactive Members List.** After a review of the inactive members list produced earlier this year, Council agreed that those who are known to have moved to other towns/states be notified, via letter, to help us determine if they are currently involved with a church in their new location. Pastor Mark will create a letter to help with this project.

- 7. Adjourn with prayer.** Mary Ellen W. made a motion to adjourn the meeting, Martha M. seconded that motion and Council unanimously voted in favor of the motion. Council was adjourned at 12:35 p.m.

Submitted by: Carolyn Lawhorn

Date submitted: June 22, 2025

NEXT COUNCIL MEETING: *Sunday, July 20, 2025 at 11 am,
Devotion & Meal: Carolyn Lawhorn*

UPCOMING DATES: Council Reports Due to Carrie: July 9, 2025
Executive Committee Meeting: Tuesday, July 15 at 6:30 pm via Zoom

The Summary Sheet is an overview of overall finances.

- **2025** Income and Spending plan **\$29,648** per month
- **June** General Fund **Income** was **\$2,712 below** plan.
 - General Fund income is **\$8,505 below** plan YTD (5%)
 - General Fund Income is **\$4,122 below** last year at this same time.
- **June** General Fund **Expenses** were \$4,351 below Plan.
 - General Fund Expenses are **\$17,131 below** plan YTD.
 - General Fund Expenses are \$18,473 below last year at this same time.
- **June** General Fund **Unrestricted Cash** reserves increased to **\$42,130**
 - This is 6.2 weeks' worth of cash.
 - At this level of unrestricted cash, I recommend General Fund spending at plan or a bit more.
- Other **June** items to note:
 - We have 7K in Tree & Ditch work to complete
 - We have Mold Remediation & Moisture issues to address in the Lower Level Ed Wing
 - We Have Exterior Painting to complete
 - We have Kitchen repairs to complete
 - The 2025 Spending Plan was modified to include a Part Time Admin
 - Spending was reduced for Property
 - The Badenhop Ministry contributed \$3,400 to children & youth - new balance \$10,647
 - We are continuing the transition to the new Tech Services Provider
- Please let me know if you have any questions regarding **June** and **YTD** financials.

MESSIAH LUTHERAN CHURCH
Monthly Summary for the Month of June 2025
Percent of Budget Year = 50.0%

Messiah Mission	2025 Full Year					% of Budget
	Monthly Activity	YTD Activity	YTD 2024 Activity	Budget		
Mission Contributions	\$ 26,935.73	\$ 169,382.58	\$ 173,505.11	\$ 355,771.00		47.6%
Mission Expenses						
Wider Church Mission Support	\$ 1,200.00	\$ 7,200.00	\$ 5,000.00	\$ 14,400.00		50.0%
Staff Expenses	\$ 9,686.38	\$ 62,638.71	\$ 75,603.09	\$ 147,699.00		42.4%
Leadership Support	\$ -	\$ 1,253.17	\$ 1,362.74	\$ 1,440.00		87.0%
Supplies and Other	\$ 1,038.20	\$ 8,593.24	\$ 8,391.28	\$ 16,724.00		51.4%
Facility Expenses	\$ 13,003.99	\$ 79,662.31	\$ 87,041.19	\$ 170,363.00		46.8%
Ministry Support	\$ 368.22	\$ 1,409.78	\$ 1,831.54	\$ 5,145.00		27.4%
Total Mission Expenses	\$ 25,296.79	\$ 160,757.21	\$ 179,229.84	\$ 355,771.00		45.2%
Balanced Budget Adjustment	\$ -	\$ (7,000.00)	\$ (12,000.00)	\$ (7,000.00)		
Impact on Available Unrestricted Cash	\$ 1,638.94	\$ 1,625.37	\$ (17,724.73)	\$ (7,000.00)		

OWLs Program	2025 Full Year					% of Budget
	Monthly Activity	YTD Activity	YTD 2024 Activity	Budget		
Contributions	\$ 30.00	\$ 130,404.19	\$ 124,090.69	\$ 124,677.00		104.6%
Expenses	\$ 16,004.93	\$ 61,708.51	\$ 58,056.71	\$ 124,677.00		49.5%
Impact on Owls Program Fund	\$ (15,974.93)	\$ 68,695.68	\$ 66,033.98	\$ -		

					Month Ending
Available Unrestricted Cash					Total
Cash					
Operating Checking Account					\$ 213,586.44
Savings Account					\$ 44,755.99
Columbarium Savings Account					\$ -
Total Cash					\$ 258,342.43
Designated Funds					
Badenhop Fund					\$ 127,506.89
Building Maintenance Fund					\$ 17,760.08
Memorial Gifts Balance					\$ 5,612.85
Children & Youth Faith Formation					\$ 10,647.32
Columbarium Fund					\$ 4,481.28
Sharon Olson Fund					\$ 8,378.75
Other Designated Funds					\$ 21,417.83
Total Designated Funds (Incl. OWLS)					\$ 195,805.00
Liabilities, Prepaids, and Equity					\$ 20,407.95
Available Unrestricted Cash					\$ 42,129.48
Memo: Total Earnings from Mena Eckerd Fund					\$ 1,051.82

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

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
Income						
General Mission & Operating Contributions						
4.100.100	Unrestricted Offering	24,077.53	26,500.00	148,653.53	318,000.00	47
4.102.100	Badenhop Building Use	1,600.00	1,600.00	9,600.00	19,200.00	50
4.103.100	Loose Offering	331.00	307.00	2,160.91*	3,683.00	59
4.110.100	Interest and Dividends	0.37	0.00	2.02*	4.00	51
4.115.100	Coffee Hour Proceeds	28.50	56.00	389.14*	668.00	58
4.125.100	Building Usage Fee/Donation	315.00	525.00	4,385.00*	6,300.00	70
4.130.100	Miscellaneous	0.00	0.00	0.00	0.00	0
4.135.100	Thrivent Choice dollars	0.00	76.00	692.00*	916.00	76
4.140.100	Balance Budget	583.33	583.00	3,499.98*	7,000.00	50
	Subtotal General Mission & Operating Contributions	\$26,935.73	\$29,647.00	\$169,382.58	\$355,771.00	48
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	0.00	0.00	162.00*	0.00	0
	Subtotal OWLS Contributions	\$0.00	\$10,390.00	\$130,404.19*	\$124,677.00	105
Designated Funds Contributions						
4.300.100	Sharon Olson Fund Income	0.00		5,100.00		
4.510.100	Altar Flowers Income	90.00		974.00		
4.513.200	Building Maintenance Fund Income	2,857.00		6,894.00		
4.517.100	Children and Youth Faith Formation Income	3,400.00		3,400.00		
4.519.100	Columbarium Inc	0.00		0.55		
4.540.100	Creekmore Music Endowment Income	0.00		3,567.22		
4.550.100	ELCA Domestic Disaster Relief Income	0.00		2,000.00		
4.591.100	Guatemalan Mission Income	1,000.00		1,000.00		
4.670.100	Memorial/Honorarium Gifts Income	0.00		977.75		
4.680.100	Mena Eckerd Endowment Fund Income	0.00		1,063.88		
4.780.100	Staff Gifts Income	0.00		50.00		
4.836.100	WELCA Cluster Meeting Fund Income	0.00		730.00		
4.837.100	WELCA Eggs for CareCuts Income	20.38		152.28		
4.840.100	World Hunger Income	0.00		40.00		
	Subtotal Designated Funds Contributions	\$7,367.38		\$25,949.68		
	Total Income	\$34,303.11	\$40,037.00	\$325,736.45	\$480,448.00	62
Expenses						
General Mission & Operating Expenses						
5.100.100	Synod Mission Support	1,200.00	1,200.00	7,200.00	14,400.00	50

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Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
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	\$7,200.00	\$14,400.00	50
5.105.100	Sr. Pastor's Salary	4,000.00	3,811.00	24,000.00*	45,737.00	52
5.105.200	Sr. Pastor's Housing	1,105.26	1,250.00	6,806.30	15,000.00	45
5.105.300	Sr. Pastor's Social Security	248.00	657.00	1,488.00	7,889.00	19
5.105.400	Sr. Pastor's Moving Expenses	0.00	392.00	0.00	4,700.00	0
	Subtotal Sr. Pastor's Compensation	\$5,353.26	\$6,110.00	\$32,294.30	\$73,326.00	44
5.110.100	Sr. Pastor's Pension	0.00	456.00	0.00	5,473.00	0
5.110.200	Sr. Pastor's LH&D Benefits	342.00	1,000.00	2,052.00	12,000.00	17
	Subtotal Sr. Pastor's Benefits	\$342.00	\$1,456.00	\$2,052.00	\$17,473.00	12
5.115.100	Sr. Pastor's Auto Expense	0.00	60.00	478.80*	720.00	67
5.115.200	Sr. Pastor's Book Allowance	0.00	33.00	0.00	400.00	0
5.115.300	Sr. Pastor's Continuing Education	0.00	67.00	1,000.00*	800.00	125
	Subtotal Sr. Pastor's Expenses	\$0.00	\$160.00	\$1,478.80*	\$1,920.00	77
5.120.200	Assoc. Pastor's Housing	0.00		50.26		
	Subtotal Assoc. Pastor's Compensation	\$0.00		\$50.26		
5.140.100	Administrative Assistant Salary	991.58	1,571.00	8,141.53	18,855.00	43
5.140.200	Administrative Assistant Soc. Sec.	75.84	120.00	628.36	1,436.00	44
	Subtotal Administrative Assistant Compensation	\$1,067.42	\$1,691.00	\$8,769.89	\$20,291.00	43
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	15,125.04	30,250.00	50
5.135.200	Director of Music Soc. Sec.	192.86	198.00	1,157.16	2,370.00	49
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	\$16,282.20	\$32,620.00	50
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)	210.00	73.00	805.00*	875.00	92
5.155.200	Supply Organist (Honorarium)	0.00	25.00	0.00	300.00	0
	Subtotal Supply	\$210.00	\$98.00	\$805.00*	\$1,175.00	69
	Subtotal Staff	\$9,686.38	\$12,309.00	\$62,638.71	\$147,699.00	42

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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	573.75	583.00	3,734.06*	7,000.00	53
5.170.200	Computer Maintenance	50.00	67.00	300.00	806.00	37
5.170.250	Computer Hardware & Software	141.20	139.00	847.20*	1,667.00	51
5.170.300	Office Supplies	0.00	79.00	1,282.36*	951.00	135
5.170.400	Postage	0.00	8.00	87.60*	100.00	88
5.170.600	Bank Charges/Service Fees	255.60	361.00	2,029.27	4,333.00	47
5.170.650	Background Check Fees	0.00	42.00	46.95	500.00	9
5.170.700	Kitchen/Coffee Supplies	0.00	26.00	0.00	309.00	0
5.170.800	Publications	0.00	0.00	0.00	0.00	0
5.170.900	Electronic Communications	17.65	88.00	265.80	1,058.00	25
	Subtotal Supplies and Other	\$1,038.20	\$1,393.00	\$8,593.24*	\$16,724.00	51
5.175.100	Utilities	2,648.00	2,994.00	18,908.00*	35,925.00	53
5.175.200	Telephone	451.90	357.00	2,261.40*	4,285.00	53
5.175.300	Property - Repairs	0.00	1,370.00	542.80	16,443.00	3
5.175.400	Property/Liability Insurance	1,055.00	896.00	6,318.40*	10,748.00	59
5.175.500	Worker's Compensation Insurance	53.00	79.00	318.00	950.00	33
5.175.600	Building Maintenance - Contracts	369.98	333.00	2,454.31*	4,000.00	61
5.175.610	Building Custodial	1,250.00	1,250.00	7,500.00	15,000.00	50
5.175.620	Mowing, Trimming & Landscaping	450.00	167.00	900.00	2,000.00	45
5.175.630	Trash Service	387.11	317.00	2,238.58*	3,800.00	59
5.175.650	Cleaning/Bathroom Supplies	0.00	95.00	186.82	1,144.00	16
5.175.700	Mortgage Principal	5,132.57	4,965.00	30,564.46*	59,580.00	51
5.175.800	Mortgage Interest	1,206.43	1,374.00	7,469.54	16,488.00	45
	Subtotal Facility Expenses	\$13,003.99	\$14,197.00	\$79,662.31	\$170,363.00	47
	Subtotal Office and Facility	\$14,042.19	\$15,590.00	\$88,255.55	\$187,087.00	47
5.180.100	Disciple - Adult Faith Formation	0.00	63.00	122.00	750.00	16
5.180.150	Disciple - Children & Youth Faith Formation	0.00	2.00	95.78*	25.00	383
5.180.200	Care - Congregation Care	0.00	14.00	0.00	170.00	0
5.180.300	Care - Fellowship	0.00	0.00	0.00	0.00	0
5.180.390	Connect	0.00	8.00	0.00	100.00	0
5.180.400	Invite - Publicity	0.00	33.00	0.00	400.00	0
5.180.450	Support - Stewardship	0.00	25.00	0.00	300.00	0
5.180.500	Worship - Worship & Music	334.72	225.00	877.48	2,700.00	32

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5.180.550	Worship - Worship & Music - Altar Supplies	33.50	58.00	314.52	700.00	45
	Subtotal Ministry Support	\$368.22	\$428.00	\$1,409.78	\$5,145.00	27
5.190.100	Balance Budget Adjustment	0.00	0.00	7,000.00	7,000.00	100
	Subtotal General Mission & Operating Expenses	\$25,296.79	\$29,647.00	\$167,757.21	\$362,771.00	46
OWLS Ministry						
5.225.100	Parish Nurse Salary	4,416.66	4,417.00	26,499.96	53,000.00	50
5.225.200	Parish Nurse Social Security	311.20	314.00	1,867.20	3,763.00	50
	Parish Nurse Compensation	\$4,727.86	\$4,731.00	\$28,367.16	\$56,763.00	50
5.227.100	Parish Nurse Pension	265.00	265.00	1,590.00	3,180.00	50
5.227.200	Parish Nurse LH&D Insurance	817.07	897.00	4,902.42	10,759.00	46
	Parish Nurse Benefits	\$1,082.07	\$1,162.00	\$6,492.42	\$13,939.00	47
5.230.100	Parish Nurse Auto Expense	91.00	200.00	667.80	2,400.00	28
5.230.300	Parish Nurse Continuing Education	489.36	163.00	1,024.36*	1,950.00	53
	Parish Nurse Expenses	\$580.36	\$363.00	\$1,692.16	\$4,350.00	39
	Subtotal Staff - OM	\$6,390.29	\$6,256.00	\$36,551.74	\$75,052.00	49
5.280.100	Fellowship Events - OM	480.00	600.00	2,896.83	7,200.00	40
5.280.200	Office Supplies - OM	199.00	20.00	199.00*	240.00	83
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	3,400.00	283.00	3,400.00*	3,400.00	100
5.280.480	Building Use - OM	1,600.00	1,600.00	10,333.00*	19,200.00	54
5.280.500	Publications - OM	0.00	10.00	356.86*	125.00	285
5.280.600	Transportation - OM	0.00	25.00	176.00*	300.00	59
5.280.700	Care Assistance	3,935.64	1,510.00	7,435.64	18,120.00	41
	Subtotal OWLs Ministry Support	\$9,614.64	\$4,134.00	\$25,156.77*	\$49,625.00	51
	Owls Ministry	\$16,004.93	\$10,390.00	\$61,708.51	\$124,677.00	49
Designated Funds Expense						
5.300.100	Sharon Olson Fund Expense	568.13		4,449.52		
5.305.100	Balance Budget Expense	583.33		(3,500.02)		
5.509.100	AV Equipment Expense	425.99		425.99		
5.510.100	Altar Flowers Expense	45.00		1,190.50		
5.517.100	Children and Youth Faith Formation Expense	151.10		251.03		
5.519.100	Columbarium Exp	(24.00)		13,913.46		
5.540.100	Creekmore Music Endowment Expense	200.00		3,688.00		
5.550.100	ELCA Domestic Disaster Relief Expense	0.00		2,000.00		

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

Friday, July 4, 2025

Page 5 of 5

Account #	Account Name	Period Activity	Monthly Budget	YTD Balance	Annual Budget	% of Annual Budget
5.591.100	Guatemalan Mission Expense	1,000.00		1,000.00		
5.670.100	Memorial/Honorarium Gifts Expense	2,082.00		2,815.00		
5.680.100	Mena Eckerd Endowment Fund Expense	0.00		3,000.00		
5.757.100	Serve Strategies Exp.	0.00		500.00		
5.793.100	Summer Art Program Exp	1.65		1.65		
5.836.100	WELCA Cluster Meeting Fund Expense	0.00		330.00		
5.837.100	WELCA Eggs for CareCuts Expense	0.00		504.87		
	Subtotal Designated Funds Expense	\$5,033.20		\$30,570.00		
	Total Expenses	\$46,334.92	\$40,037.00	\$260,035.72	\$487,448.00	47
	Difference	(\$12,031.81)	\$0.00	\$65,700.73	(\$7,000.00)	

* = Income/Expense exceeds amount budgeted to date

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

Friday, July 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	233,460.53	(19,874.09)	213,586.44
1.200.100	Designated Funds Savings Account	40,272.69	40,274.34	4,481.65	44,755.99
1.250.100	Columbarium Savings Account	17,994.19	4,457.28	(4,457.28)	0.00
1.400.100	Thrivent Limited Maturity Bond Account	2,987.94	1,051.82	0.00	1,051.82
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	2,810.25	3,123.50	5,933.75
	Total Assets	\$3,013,260.95	\$3,099,881.44	(\$16,726.22)	\$3,083,155.22
Liabilities					
2.000.100	Accrued Liabilities	0.00	583.35	(83.33)	500.02
2.100.100	Mortgage Payable	424,733.59	399,371.56	(5,132.57)	394,238.99
2.600.100	Deferred Income	23,973.00	32,277.60	(4,611.08)	27,666.52
	Total Liabilities	\$448,706.59	\$432,232.51	(\$9,826.98)	\$422,405.53
Fund Balances					
3.100.100	Unrestricted Operating Fund Balance	40,504.11	40,490.54	1,638.94	42,129.48
3.200.100	Badenhop Fund Balance	58,811.21	143,511.82	(16,004.93)	127,506.89
3.300.100	Sharon Olson Fund Balance	7,728.27	8,946.88	(568.13)	8,378.75
3.305.100	Balanced Budget Fund Balance	0.00	4,083.35	(583.33)	3,500.02
3.509.100	AV Equipment Fund Balance	599.99	599.99	(425.99)	174.00
3.510.100	Altar Flowers Balance	363.95	102.45	45.00	147.45
3.513.200	Building Maintenance Fund Balance	10,866.08	14,903.08	2,857.00	17,760.08
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	7,398.42	3,248.90	10,647.32
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	4,457.28	24.00	4,481.28
3.540.100	Creekmore Music Endowment Balance	8,274.78	8,354.00	(200.00)	8,154.00
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
3.670.100	Memorial/Honorarium Gifts Balance	7,450.10	7,694.85	(2,082.00)	5,612.85
3.680.100	Mena Eckerd Endowment Fund Balance	2,987.94	1,051.82	0.00	1,051.82
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	50.00	0.00	50.00
3.793.100	Summer Art Program Balance	1.65	1.65	(1.65)	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	266.64	20.38	287.02
3.840.100	World Hunger Balance	0.00	40.00	0.00	40.00
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	2,391,268.79	2,416,630.82	5,132.57	2,421,763.39
	Total Fund Balances	\$2,564,554.36	\$2,667,648.93	(\$6,899.24)	\$2,660,749.69
	Total Liabilities and Fund Balances	\$3,013,260.95	\$3,099,881.44	(\$16,726.22)	\$3,083,155.22

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: Hart-Strings Violin Studio

Sponsoring Organization: _____

Purpose of Gathering: rehearsal

Date(s) of Use: 9-21-25 / 10-26-25 / 11-23-25 Anticipated number in attendance: 50

Time of Event (beginning & end times): 9/21- 2:30-5:30 Anticipated time of set up: 20 min

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

Name & Position of Responsible Person: Kathy Hart

Address: 8125 Hayden Drive

Primary Phone Contact: 815-680-8125 Secondary Phone Contact: _____

Email: HartStringsStudio@gmail.com

Agreement

- ☒ I/we have read the Building Use Policy and Building Use Expectations and agree to the conditions set forth therein.
- ☒ I/we agree to pay Messiah Lutheran Church the amount of _____ for above.
- ☒ I/we agree that all fees and deposits will reach Messiah Lutheran Church 37919, one week in advance of the use start date. If donations are not paid in full, 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 Church Key Agreement (if applicable). Messiah Lutheran Church agrees (MLC does not provide set up or cleaning.) Fees will defray costs for air conditioning, janitorial service, and electricity.
- ☒ I/we agree to return used space to the configuration and condition in which it was received.
- ☒ I/we agree to hold Messiah Lutheran Church, congregational members, and staff 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.

Requesting lower rate if possible - was \$75 last year - though I did tell her it was \$60 (+30 add'l/hr).

Thank you,
Carrie

Signed: Kathy Hart Date: 6-30-25

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: Holiday Market

Sponsoring Organization: WELCA

Purpose of Gathering: Fundraising and Community Welcoming

Date(s) of Use: 10/30, 10/31 & 11/1 Anticipated number in attendance: 120

Time of Event (beginning & end times): 10/30 & 31-2:00 pm, 11/1-7:30am Anticipated time of set up: 2:00 pm

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

Name & Position of Responsible Person: Michele Wilson

Address: 6512 Hunter's Glen Drive Knoxville, TN 37921

Primary Phone Contact: 865-443-2277 Secondary Phone Contact: _____

Email: vollady4@aol.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 0.00 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: Michele Wilson Date: 7/15/25

Approved: _____ Date: _____



MESSIAH

Event Planning Instructions

When planning a church sponsored event the following form should be completed by the event coordinator at least one month (if possible) prior to the event date. Submit completed form to Kristin (office@messiahknoxville.org, Michele Wilson (vollady4@aol.com) and Jon Driskill (jdriskill@ameresco.com)

Important things to note:

- 1) It is your group's responsibility to leave the space as you found it.**
- 2) Only use the sound system, laptop computer or the projector if you have received training. Once used, it MUST BE packed back up 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.**

Thank you for taking the time to complete this form. It will help to make the event run smoothly!

Contact Kristin Kennedy, Jon Driskill and Michele Wilson with any updates or changes to your original submission.



MESSIAH

Event Planning Form

When planning a church sponsored event this form must be completed by the event coordinator at least one month (if possible) prior to the event date. It should be submitted to Kristin (office@messiahknoxville.org), Michele Wilson (vollady4@aol.com) and Jon Driskill (jdriskill@ameresco.com)

EVENT DETAILS

Date of Event: Saturday, November 1, 2025

Time of Event (start & end): 9:00 am to 2:00 pm

Name of Event: Holiday Market

Name of Ministry Team: WELCA

Name of Event Coordinator: Michele Wilson

Email: vollady4@aol.com

Phone: 865-443-2277

Description of Event: Annual fair where vendors sell their items. We raise money for a local charity and keep 1/2 for the building use.

SET UP

Will you need time before the event to set up? ☒ Yes ☐ No How much time? Thursday & Friday

Will you need time after the event to take down? ☒ Yes ☐ No How much time? 2 hours

How will be the event be held? ☒ At the Church ☐ Via Zoom ☐ Via Facebook

If at church, which room(s) will be used? Fellowship Hall & Kitchen

If outdoors, what area(s) or space is needed? _____

Are tables and chairs needed inside? ☒ Yes ☐ No

Are tables and chairs needed outside? ☐ Yes ☒ No

If yes, do they need to be transported? ☐ Yes ☒ No (This isn't guaranteed, but we will try.)

Will you need assistance setting up tables, chairs, etc.? ☒ Yes ☐ No (Not guaranteed, but we will try.)

Please provide a set-up sketch by attaching to this form. ☐ Attached ☐ Will be sent
Same set up as last 3 years.

REGISTRATION AND ATTENDANCE

Who will be invited? ☒ Church members ☒ Community ☐ Via Facebook Live

Do you plan to collect registrations for the event? ☒ Yes ☐ No

What is approximate anticipated attendance? 120

(COMPLETE OTHER SIDE)

PROMOTIONAL PLAN

Do you plan to create a promotional graphic or flyer for event? ☒ Yes ☐ No

Would you like us to create a promotional graphic for this event? ☐ Yes ☒ No

If yes, include all details and any suggestions on what the vision is: _____
Michele will take care of this

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

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 Kristin in the church office (office@messiahknoxville.org)

Otherwise it will be included in weekly E-News and bulletin announcement sheets.

AUDIO VISUAL NEEDS

Does there need to be audio or video system support provided? ☒ Yes ☐ No

(Not guaranteed, but we will try.)

Describe the audio & video system needs: Can we have a microphone to make announcements?

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

Describe the covered areas: _____

OUTSIDE AND LIGHTING NEEDS

If outdoors, will there be lighting needs? ☐ Yes ☒ No *(Not guaranteed, but we will try.)*

Describe lighting needs: _____

If outdoors, does the parking lot need to be restricted during the event ☐ Yes ☐ No

(Not guaranteed, but we will try.)

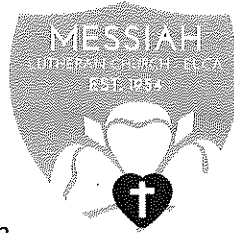
Describe the restricted parking areas: _____

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

Vendors are expected to remove all of their own items.

Any additional information to share? _____

Michele will ask BAM for assistance in setting up the tables/chairs.



Successful work day on 8 March

__ June 25 __ 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. Need to install parts to repair bad Gas stove pilots
2. Converting existing Fluorescent Lighting to LED. LED Lamps have been ordered – Lamps have arrived and are currently stored at Messiah. Need to develop a team and plan to execute install of lamps.
5. Storm damage cleanup to be scheduled – Funding needed.
6. Ille Wood's Garden Club has offered to supply three – Leyland Cypress trees to replace trees lost along the driveway due to storms – Trees will need to be planted.
7. 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.
8. The ability for Carrie P to remotely release the front door via the phone system seems to have stopped working - Being investigated.
9. 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.
10. Annual Sprinkler System and Backflow Preventer testing completed on 23 June by Morristown Sprinkler. No Issues everything 100%.
11. New laptop for the Fellowship Hall purchased and received. Will get it set up for service.

NEW BUSINESS

1. New Hard drive for Sanctuary computer purchased and received – Will get install and data transfer scheduled.

ACTION ITEMS FOR COUNCIL

Has any individual or group volunteered or bee assigned to be responsible for the FOOD BOX???

Messiah Lutheran Church, ELCA

Diversity and Justice Committee (DJC) Minutes | June 23, 2025

ATTENDING: Sandy BOOHER, Pr. Mark CERNIGLIA, Mike DRISKILL, Beth FORD, Don LAWHORN, Martha MacCABE, Jack WILDER, Leslie WILDER

COUNCIL ACTION REQUIRED: NONE

MINUTES

1. **DJC and current politics:** Pastor Mark opened the meeting with prayer at 7:02. We discussed the need to be more directly involved in making our views known to political leaders. Phone calls, texts, and letters to our local and national legislators are effective. This non-election year is also a good opportunity to establish more one-on-one relations with local officials.
2. **Diversity Dinners:** We have had preliminary email discussions with PIK about a possible "rotating" monthly dinner welcoming the LGBTQIA+ community.
3. **DJC Narthex Displays:** Leslie has completed two displays for upcoming use and compiled a possible list of others. We will compare to lists we did last year.
4. **Diversity Activities:** Recent items include:
 - a. Pastor Mark and Martha discussed their recent time in Guatemala, including a tour and discussion with human rights workers. Pastor Karin Castillo will be in Knoxville September 11.
 - b. Martha, Leslie, and Mike attended LGBTQIA+ Ally training sessions by Pr. Katina Sharp at Powell Presbyterian in May.
 - c. We discussed making a version of Pr. Katina's presentation available to a wider group at Messiah, via a Sunday school class, evening panel discussion, or something similar.
 - d. Several Messiah members participated in the MLK/Juneteenth parade on June 19, with the joint ELCA Lutheran group.
 - e. Leslie will contact owners of South Press Café, an LGBTQIA+ coffee shop which has closed, to discuss their opinions of possible alternative safe gathering places.
 - f. Pastor Mark encourages everyone to participate in Lexie Gibson's origami kite project (at Messiah on Monday, June 30), and Theology Pub (at Bearden Beer Garden Friday, June 27).
5. **Messiah's refugee family:** We discussed this possible problems for our immigrant family in the current political environment. ICE has been arresting asylum seekers attending required appointments, and added schools and churches to targets.
 - a. Beth noted that the Synod is a plaintiff in a lawsuit against the state of Tennessee for their recent legislation criminalizing churches who provide aid to undocumented persons.
 - b. Beth has prepared notes to help avoid police attention, and how to properly respond if stopped. She also forwarded links to the ELCA's Know Your Rights page to DJC last Wednesday.
 - c. DJC will pursue contacts with the League of Women Voters and other local contacts to further improve Messiah's position.
6. **Next meetings:** Pastor Jack ended the meeting with prayer at 8:05. Our next meeting will be 7:00 PM, Monday, August 25, 2025 via Zoom. The final meeting of the year will be Monday, October 27.
7. **POST-MEETING NOTES:** Pr. Mark, Martha, and Mike attended the PIK meeting on Thursday, June 26.
 - a. Discussions focused on analysis of the Interfaith Service held in early June, and on better communication between the many local LGBTQIA+ organizations.
 - b. Pr. Mark introduced the idea of Diversity Dinners as noted above, and this was enthusiastically received. Several possibilities for organizing these were discussed and will be explored by PIK.
 - c. PIK's next quarterly meeting will be September 25, details to follow.

Next Meeting: *TBD*

Minutes submitted by: Jonathan Driskill, Committee Chair

Pastor Mark's Report to the Council

July 20, 2025

The Call Committee had an initial interview with a new candidate in July. The best case scenario is that a new Pastor could be at Messiah by October. Therefore, I recommend that we extend my contract through the end of September. Currently it is through the end of August. We could wait until the August Council meeting to make this decision, in case it becomes apparent that I will need to stay longer.

Martha MacCabe plans to do a presentation about our companion synod in Guatemala at the July Brunch after worship on July 27. Messiah will be the host site on Wednesday, September 10, when Pastor Karen Castillo, head of the Augustinian Lutheran Church of Guatemala (ILAG), visits Knoxville. The Synod's Guatemala Team will prepare a dinner and a worship service on that date.

We will have a special Peace service on Wednesday, August 6, the 80th Anniversary of the atomic bomb dropped on Hiroshima. I shared this information and about our origami kite project when I hosted the leaders of the Knoxville area Deanery on July 8. I have been very pleased by the response from Messiah members to the kite project.

Former member Meg Liner has asked to be restored to membership at Messiah. I think we can simply reinstate her without a formal reception into membership. Also, Chris and Cynthia Coffey have asked to join Messiah. Chris grew up at Messiah but joined his wife's church when they married. Now they would both like to join Messiah.

I will be helping my friend, Pastor Sandy Jones, relocate during the last week in August and the first week in September. Pastor Dave Bradford will fill in for me on August 31 and Pastor Jack Wilder on September 7.

Please pray for the ELCA as it meets in Assembly in Phoenix July 28-August 2 in Phoenix, Arizona. This Churchwide Assembly meets once every three years. At this particular Assembly a new Presiding Bishop will be elected as current Presiding Bishop Elizabeth Eaton is retiring from that position.

Respectfully submitted,
~Pastor Mark Cerniglia

Report to Council

June 15 to July 13, 2025

Mary Phillips, Director of Music

We had the following special music in our Sunday services:

June 15 – the flute choir played the prelude, and the bells played during the offertory.

June 22 - viola solo by Joshua Sudler, our scholarship student

June 29 - Evan Ciorciari played trombone during the prelude

July 6 - Joan McGinnis played the organ in my absence, and Rick Christian played the guitar and sang
during the offertory

July 13 - The flute choir played during the prelude, and the choir sang an anthem during the offertory

Choir Practice and Bell Rehearsals – Summer Schedule:

The choir will practice on Sundays after church once a month and then sing the following Sunday. The bell choir will do the same this summer, with rehearsals after church on Sundays and then playing the following Sunday.

Flute Choir

We had a flute choir rehearsal on June 15 and played the prelude on July 13.

Music Camp June 9-13

We shared pictures from music camp, and Anne Tinker made a lovely poster board for the Narthex. I emailed thank you notes to all who helped make music camp a big success.

Other:

I am accompanying Chloe Waller on her Oboe Recital, September 13, 4 pm in the Sanctuary.

Music planning for July and August for hymns, anthems, flute choir and bell choir.

Completed filing of choir anthems, including updating the catalog for new anthems.

Wrote composers/arrangers for permission to stream music not included in One License.

Played for the July 13 funeral for Steven Walters.