

**CHRIST LUTHERAN CHURCH  
CONGREGATIONAL COUNCIL  
MEETING MINUTES  
FEBRUARY 12, 2018**

**ATTENDANCE:**

Voting Member

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Pastor Jim Kniseley | <input checked="" type="checkbox"/> Kayley Greenday | <input checked="" type="checkbox"/> Jim Schnellenberger |
| <input checked="" type="checkbox"/> Bill Mottet         | <input checked="" type="checkbox"/> Darren D'Ateno  | <input checked="" type="checkbox"/> Trenton Hizer       |
| <input type="checkbox"/> Cathleen Jacobson              | <input type="checkbox"/> Lucas Cochran-             | <input checked="" type="checkbox"/> Mat Lewis           |
| <input checked="" type="checkbox"/> Carol Jones         |   |   |

Non-Voting: Member

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Paul Quel | <input checked="" type="checkbox"/> Nancy LaVier |
|---|--|

Present

---

**CALL TO ORDER:** (Jim S) Jim called the meeting to order at 7:01 P.M.

**DEVOTIONS:** (Carol J) Psalms 96:3 Evangelist give the good news.

**Congregation Comments:** No Congregation members were present.

**REVIEW OF MINUTES:** - January 2018 - *Approved Electronically*

**President's Report:** Jim reported that he completed and published the 2017 Annual Report. It will be sent out electronically to the congregation. He also met with the Men's group and Property Ministry representatives to review a work list of repair and refurbishment projects and capital improvements for 2018 and beyond. The Men's group is made up of retired male members of the Congregation. The property ministry is one person plus help. There is insufficient leverage here to keep up with the work which leads to a continuing justification for adding a full or part-time Sexton. Jim also met with members of the current Memorial Fund committee to discuss and to transfer \$3,997.00 from three memorial accounts to order Paraments for Easter. Paraments are on order. There are issues with decision making regarding the Memorial Fund and Jim S. has asked Mat Lewis to look into a Memorial Fund Policy. When the policy is prepared, Jim will propose an amendment to the CR4.12 approved in January 2018 which will move all decision authority for expenditures to Council.

**Pastor's Report:** Pastor has been with us for 8 months. The transition team has met twice, on January 16 and the 30<sup>th</sup>. Pastor has asked Trenton Hizer to be a member of the transition team. Carol Jones made a motion to accept Trenton Hizer to be the 10<sup>th</sup> member of the transition team. The motion was seconded and passed. Yes-7, Abstained -1. Pastor asked that a Congregation Transition Forum be scheduled for Sunday, March 18, from 4:00 to 5:30 pm, in the Fellowship Hall to be opened to everyone. Jim S. made a motion to schedule that meeting. The motion was seconded and passed. Yes 8, No-0

Confirmation Class has met twice on Sunday mornings (February 4 and 11). Some parents are participating. Pastor teaches the first part and David Ingraham teaches the second part. Both Sundays there were 7 out of 8 students present.

Pastor recommends we invite Bishop Humphrey to preach at Christ soon to restore trust in the Synod. The council agreed.

There are two areas to address soon, to update the membership record and to conduct a financial audit.

Is there any feedback on shortening the 8:15 service by 15 minutes? None was noted.

**CHRIST LUTHERAN CHURCH  
CONGREGATIONAL COUNCIL  
MEETING MINUTES  
FEBRUARY 12, 2018**

**MINISTRY UPDATES (SEE DETAIL WORKSHEET AT THE CONCLUSION OF THE MINUTES):**

- Faith Formation (Jim S)
- Collective (Jim S)
- IT/Communications (Carol J)
- Vision / Transition (Trenton H)
- Evangelism (Kayley G)
- Youth / Family Life (Darren D)
- Stewardship (Cathleen J)
- Worship & Music (Bill M)
- Finance (Mat L)
- Property (Jim S)
- Outreach (Lucas C)
- Support of Ministry (TBD)

**OLD BUSINESS:**

- **Take-aways from Healthy Congregations Workshop**
  1. Fresh ideas and a different way of looking at things.
  2. Not as in depth as some had hoped.
  3. Generated curiosity among some members.
  4. Revelation that the decline in membership is no one's fault.
  5. Members should not add to the problem but look for solutions.
  6. There needs to be an ongoing conversation with members that we met with in January.
- **Finance and Memorial Fund Committees** – Memorial Gift Policy and approval of membership. Judy Garnett, Diane Betz, and Linda Pickles currently serve on that committee. A motion was made by Kayley to accept these members. The motion was seconded. During discussion a recommendation was made that the council table the motion and renew the discussion to the next council meeting. Jim S. moved to amend Kayley's motion to have the membership of the committee to be voted on at the next council meeting and table the original motion until the next meeting. The motion was seconded and passed. Yes-8, No – 0. Kayley then made a motion to table her original motion at this time. There was a second. Yes – 8, No - 0
- **Council member candidate search** – Carol encouraged those whose terms of office end this year, but who could serve another term consider serving again She also requested for council members to please give her some names of people you would like to consider for council membership.

**NEW BUSINESS:**

- **Casa de Dios Clean-up day** February 17 starting at 8:00 a.m. In March they would like to be in the sanctuary on Thursdays evenings. There were no objections raised to their request.
- **Annual Congregation Meeting Sunday**, February 25 – Agenda / 2017 Annual Report – As part of the procedure, Carol will make the motion to accept the annual report, and Mat will introduce the Election of Lay voting members. The congregations will vote for four representatives.

**CHRIST LUTHERAN CHURCH  
CONGREGATIONAL COUNCIL  
MEETING MINUTES  
FEBRUARY 12, 2018**

40 congregation members must be present to have a quorum to approve the Annual Report and to elect Lay voting members.

- **Front Door Hardware** (Jim S) – \$4500.00 was appropriated for this several years ago but execution was not completed. New hardware must be purchased now because several locks are no longer working. The amount needed for replacement and repair is greater than the amount originally appropriated. At the next meeting, we will review the bids for the replacements of the door hardware.
- **Elevator / Chair Lift** – Choir Request (Jim S) – some members are having difficulty with the staircase leading to the choir room downstairs. Preliminary cost for this capital improvement will be discussed. There is a need for documenting the need as well as the cost and for any other options or suggestions for this capital improvement. Richard Tripp is putting together a capital improvement budget projecting when and what capital improvements need to be done for the entire complex.
- **Forwarding Faith Campaign** (Kayley G) This fund goes to the Synod and it is a long term goal. We need to clarify what it is and what it is for and to have people fill out a commitment card. The timing would be best before summer, but after Easter.
- **March ACTS Classes**
- **Healthy Congregation Workshop 2** – April 14 (8:30 a.m.)
- **2018 VA SYNOD Assembly** June 8-10 Select representatives – Adult & Youth (Jim S)
- **Vacation Bible School** – there are no plans or resources for 2018
- **Appalachia Service Project (ASP) Planning** (Mat L) – Mat said he probably would not be able to participate, but John said he might be able to do this. Without the youth, however, this project may not seem viable. ASP is now doing a background check so that parents don't have to worry as much about chaperons. It might be best for this to convert to an adult service project. It is very involved. Mat is recommending that we wait a year unless it becomes an adult only project then it could happen. There may be some other service projects that we can pursue such as habitat for humanity.
- Mat suggested that as a congregation, we should give something up for lent as a church group such as donuts or sweets before and after the late service. There was also a suggestion to stop offering treats altogether due to cost and actions of some of our children.

**TREASURER'S REPORT:** (Paul Q) –We spent approximately on budget but because offerings did not keep pace with spending we had a deficit of \$6500. Although this is concerning it is too early in the year to become too concerned. The Balance Sheet and Expense Report for January 31 were presented.

**CHRIST LUTHERAN CHURCH  
CONGREGATIONAL COUNCIL  
MEETING MINUTES  
FEBRUARY 12, 2018**

**UPCOMING EVENTS:**

- Lent / Easter
  - Ash Wednesday Services (February 14)
  - Lenten Wednesday Services
  - Palm Sunday (Sunday, March 25)
  - Seder Meal (Thursday, March 29)
  - Good Friday Services (Friday, March 31)
  - Easter Sunday Services (Sunday, April 1)
- CARITAS February 10 thru 17
- Doorkeepers (Open and Close. March - Trenton H)
- Devotions (March - Trenton H)
- Next Council Meeting: March 12

**CLOSING COMMENTS:** for the Good of the Church

Friday the 23<sup>rd</sup> the church will be working on quilts.

Bill is grateful that the people of the church are so willing to support Caritas, particularly the three women that do so much.

Pastor's comments on Sunday were appreciated, particularly holding the congregation accountable to be here for the Lenten service.

The format for Sunday school seems to be going well.

Participation by the congregation is more positive.

It was nice to see more people at church this past Sunday.

Pastor noted that the council has been making an impression and doing good works.

Pastor closed the meeting with a prayer at 9:53 p.m.

**CHRIST LUTHERAN CHURCH  
CONGREGATIONAL COUNCIL  
MEETING MINUTES  
FEBRUARY 12, 2018**

**MINISTRY UPDATES (DETAIL WORKSHEET)**

| Ministry and Liaison |                     | Comments   | Debrief Completed or When?                      | Has a Meeting been Conducted this past Month?                 | Membership Recruiting                                   | Chairperson Selected (not Liaison or other Council Member)           | Establish 2018 Goals and Objectives by end of February | Meeting Minutes Taken and Published (Bring to Council Meetings) |
|----------------------|---------------------|--|---|---|---|--|--|---|
| Faith Formation      | Jim Schnellenberger | Just started recently along a new path. Hoping to conduct class for a full hour.   | None has occurred, preceding on a new path      | Jan. 21   | Active membership in place associated with the Ministry | Working on recruiting a chairman from outside the current membership | In progress  | Not yet approved  |
| Collective           | Jim Schnellenberger | He is meeting with all of the groups to see how the groups are doing. Like Casa de Dios, girl scouts, etc.   | None has occurred, scheduling for late February | No, intend to meet with each group during Feb. or early March | Just the liaison  | Determining a need based on the nature of the ministry               | In progress as part of meetings                        | None  |
| IT/Communications;   | Carol Jones         | The copy machine is not in IT, it is under administrative however, Carol talked to the representative of the company. Currently the contract is \$189.00 a |   |   | Not selected as yet                                     |  | Not as yet   |   |

**CHRIST LUTHERAN CHURCH  
CONGREGATIONAL COUNCIL  
MEETING MINUTES  
FEBRUARY 12, 2018**

| Ministry and Liaison | Comments        | Debrief Completed or When?  | Has a Meeting been Conducted this past Month?               | Membership Recruiting        | Chairperson Selected (not Liaison or other Council Member)                     | Establish 2018 Goals and Objectives by end of February   | Meeting Minutes Taken and Published (Bring to Council Meetings) |                  |
|----------------------|-----------------|---|---|------------------------------|--|--|---|------------------|
|                      |                 | month. We can get a color function for an additional \$3.00 a month with a new copier contract which would be more efficient and cheaper.                           |   |                              |  |  |   |                  |
| Vision               | Trenton Hizer   | Transition team is really representative of this committee.   | Yes in January  | Jan. 16 and Jan. 30.         | Transition team has 10 members   | No   | The vision plan   | No               |
| Evangelism           | Kayley Greenday | Mostly made up of council members. 22 <sup>nd</sup> of February for Bible and Brew. Notes are being sent to congregation members who haven't been here for a while. | Kayley meet with Jim S. Need to schedule a debrief/turnover | 29 <sup>th</sup> of January. | Active membership in place associated with the Ministry. Could use new insight | Only two non-Council members were at the January meeting. Need full attendance to make selection | These were reviewed at the Jan. 29 <sup>th</sup> meeting        | Not yet approved |
| Family Life          | Darren D'Ateno  | Looking for someone to be the point person. Village nights had been a focus.  |   |                              |  |  |   |                  |

**CHRIST LUTHERAN CHURCH  
CONGREGATIONAL COUNCIL  
MEETING MINUTES  
FEBRUARY 12, 2018**

| Ministry and Liaison                             |                   | Comments  | Debrief Completed or When? | Has a Meeting been Conducted this past Month? | Membership Recruiting | Chairperson Selected (not Liaison or other Council Member) | Establish 2018 Goals and Objectives by end of February | Meeting Minutes Taken and Published (Bring to Council Meetings) |
|--|-------------------|---|----------------------------|---|-----------------------|--|--|---|
| Stewardship                                      | Cathleen Jacobson | Not present.<br>Plan to start with Sunday School class that Jim will be teaching. We could have a temple talk by members of the Congregation. |                            | None  |                       |  |  |   |
| Worship and Music                                | Bill Mottet       | Music resource fund should be used to hire some musicians for the Easter service.   |                            | Jan. 14 <sup>th</sup>                         |                       |  |  | Turned in and distributed at the council meeting                |
| Finance  | Mat Lewis         | Going over the Memorial fund and the usage.   |                            | Tues.<br>Feb.<br>5.                           |                       |  |  |   |
| Property   | Mat Lewis         | Mainly doing a review of what is needed.  |                            | Saturday,<br>February<br>10 <sup>th</sup> .   |                       |  |  |   |
| Community Outreach- Caritas, Lamb's basket, etc. | Lucas Cochran     | No report   |                            |   |                       |  |  |   |

**CHRIST LUTHERAN CHURCH  
 CONGREGATIONAL COUNCIL  
 MEETING MINUTES  
 FEBRUARY 12, 2018**

| <b>Ministry and Liaison</b> |     | <b>Comments</b>  | <b>Debrief Completed<br/>or When?</b> | <b>Has a Meeting been<br/>Conducted this past<br/>Month?</b> | <b>Membership<br/>Recruiting</b> | <b>Chairperson Selected<br/>(not Liaison or other<br/>Council Member)</b> | <b>Establish 2018 Goals<br/>and Objectives by<br/>end of February</b> | <b>Meeting Minutes<br/>Taken and Published<br/>(Bring to Council<br/>Meetings)</b> |
|-----------------------------|-----|--|---------------------------------------|--|----------------------------------|---|---|--|
| Support of Ministry         | TBD | Need to supplement the Constitution with a CR and verify continuation of support or recruit new staff liaisons |                                       |  |                                  |   |   |  |