

**Christ Lutheran Church
 Congregational Council Meeting Minutes
 January 16, 2017
 7:00 PM**

✓ Eric Moehring	✓ Jim Ingraham	✓ Carol Jones
Cathleen Jacobson	Lucas Cochran	Jim Schnellenberger
Sandra Bocclair	✓ Matt Lewis	✓ Bill Mottett
Absent:	Darren D'Ateno	
Non-voting:	✓ Paul Quel	Diane Kellogg
Nancy LaVier		
Guests:		
None		

✓ Approved the minutes

Call to Order (Jim Ingraham) 7:04 PM

There were 9 voting members present.

Devotions (Jim Ingraham)

Congregation Comments: This was instituted several months ago. The congregation is always welcome at council meetings (exception being executive sessions). There were no congregation members present. If a member has an issue that needs to be addressed by council, Jim Ingraham recommends they contact him before the meeting so that it can be added to the agenda.

Election/Appointment of Officers: Motion by acclimation to appoint treasurer (Paul Quel) and financial secretary (Cindy Williamson). Motion made, seconded, discussion, none. Vote: unanimous. New council secretary; motion made by acclimation to appoint Nancy LaVier as council secretary, seconded, discussion none, vote: unanimous.

Vote by council for vice president. Jim Schnellenberger

Vote by council for president: Jim Ingraham

Term limits: Our constitution limits council membership, and therefore council officers, to a maximum of 2 full consecutive terms (4 years).

Financial Report (Paul Quel) 2016 was finished slightly in the black. Paul described how to interpret the data, Jim Ingraham compiled the same information in a different format and council members received this information as well. Financially, we did end 2016 with a slight surplus, but we fell short of our budgeted offerings by ~\$3200. Most of the shortfalls were in the general fund offerings. Paul's reports will show the major

expenditures (conference room, ice machine, and library) in his annual report. Even though revenue fell short, expenses were kept under budget, despite HVAC and basement water repairs, excluding the reserve fund expenses. There were 2 missed Sundays in 2016, due to winter and summer storms, and if those had been average Sundays, we would have been closer to our expected income. 2017 has already seen a missed Sunday due to weather. Pastor described the financial secretary's year-to-date contributions report.

Pastor's Report: Pastor distributed his report. Business items, one baptism Elbert Junior Rasnake was baptized at Nancye Brewer's home. Council installation is 1/22/2017, Jim Schnellenberger will take photos. The Epiphany celebration was a wonderful and well attended service. Please remember the Week of Prayer for Christian Unity 1/18-1/25. Worship planning meeting. VA synod assembly is in June; council members have the opportunity to attend. Pastor needs to know by the end of January (29th) if council members wish to attend. The new bishop will be elected during this assembly. CLC has 3 voting members, 2 females and 1 male or vis-a-versa. In March-April there may be a Richmond conference gathering to hear about the process of electing the new bishop. There will be worship, bible study, leadership conversations, and hopefully ordinations at the synod assembly. Starting in March, PLARCUM lent services will be held. The youth had a lock-in last week, thanks to Nancy and Carol for spending the night. The youth are excited to attend Hunger Rumbings in Norfolk at First Norfolk. The Youth are excited about the 2018 youth gathering in Houston, TX. The youth are also enthusiastic about the ASP mission trip in July (pending space available). Faith formation on Sundays continues to be problematic for the youngest and older kids. Adults are also encouraged to attend Sunday School. Lucas Cochran is teaching "off-topic" on Tuesdays. Village Nights are every Wednesday with Bible Study and Prayer services. Last month Pastor listed 4 missions to help fulfill our vision, they are listed in the report again. Pastor's report includes an article from Christian Visions report about 2 congregations, one that closed and one that started, both were successful.

President's Report (Jim Ingraham) Jim shared a thank you card from Linda Keener for her Christmas recognition gift from council. Introduced our 3 new council members (Matt, Bill and Lucas) and Nancy as the new council secretary. 1/22 council installation. Next month, the February council meeting will be part of the council retreat on 2/11 at Lakeside Methodist. Annual reports are due from ministry leaders. Cindy Adams has send email reminders that reports are due by 1/19/2017. The new daisy troop leader reports that the troop is doing well and the troop appreciates having a place to meet. Their membership goal was to have 12-15 girls, and they are well on their way to meeting that goal. Council assignments; each member will have a responsibility for some of the main ministries of the church. Please let Jim know if these assignments are acceptable. Devotions and doorkeeper were assigned arbitrarily, if you need a key, see Cindy Adams. Doorkeepers are generally meant to be closers, since most council

members attend late services. Email: Jim Ingraham does most of his communications via email, please check your email!! Jim's church email is jhiclc@gmail.com, or council@christlutheran.org (Jim and Heather Heckle will receive these emails). Mailboxes: council members will have a box outside the secretary's office.

Ministry Updates

- CARITAS Update (Diane Kellogg)
- Faith Formation (Pastor) see pastors report
- Finance (Jim I)
- IT & Communications (Carol Jones) nothing new to report, would like to discuss the phone situation
- Evangelism (Sandra Bocclair) nothing new to share, haven't met yet.
- Stewardship (Cathleen Jacobson) taking a couple months break
- Property (Paul Quel) The dehumidifiers have been installed downstairs. In theory, painting of hallways and trim will be done soon. There has been no flooding in the basement since Jim Schnellenberger did all of his work. Paul would recommend that those new to heading up ministries, to please be mindful of our storage limitations. Property is trying to consolidate all of their "stuff".

New Business

Ministry/Duties Assignments—document shared, please let Jim know if the assignments are acceptable.

Carol Jones applied for and received a grant from Thrivent to purchase the materials they need for the quilters group. This is a joint ministry with Casa de Dios.

Retreat Agenda/vision comments: Jim Schnellenberger. Jim has collected demographic data for the 8-mile radius surrounding CLC. He will put the paper version in the library, CDs distributed to Sandra for evangelism and Pastor. Age distribution, income, rental/own, crime rates, schools, education levels, occupations, ethnicity data were collected. The retreat will be a working retreat. Reading materials folders distributed. Contents of packet: Menu for lunch selection, draft agenda, understanding the generational distribution of our members, list of questions to be answered (anon) to summarize who council members are. Strategic planning. Objective of retreat is to come up with the top 10 goals/objectives that council wants to accomplish in the next 5 years. Our mission statement is a generation old, hence it may no longer be valid and does it serve our current members. Mini SWOT-type analysis, and a description of what that is. Do a gap analysis and the vision committee will use this as topics to work on. The results will be the guidance for the long term planning committee. Proposal for continuing resolutions are in the packet. The continuing resolution refers to the long term planning activities. Council is responsible for long term planning, so this needs to be institutionalized and passed along to each successive council.

Set Annual Meeting Date: Constitution requires we hold an annual meeting, generally held in January or February. The date must be announced to the congregation several weeks ahead of the meeting. Options: 2/26 (last Sunday in February). If held on a Sunday morning, the issue is at what time. Each time presents issues with obtaining a quorum. Proposal is for 2/26 immediately following late service. It is more likely to have a quorum if held after the late service. The main purpose of this meeting is approval of the annual report, and should be short. Jim Schnellenberger is concerned about representation from the early service, regardless of the time of the meeting. Another option might be to hold only one service, the downside to this is confusion, having folks show up at the wrong time, and possibly impacting Sunday school. Possibility raised of two meetings, one for early service, and one for late service. The downside of this is that it is supposed to be an open forum, and different issues could come up in the two meetings. Motion made to hold the meeting on 2/26/2017 immediately following the second service. Motion seconded. Discussion: none, vote: unanimously approved.

Church Office Holiday Closings/**Paid holidays** (for administrative assistant) for 2017

- Monday, January 2, New Years
- Monday, February 20, President's Day
- Monday, April 17, Easter Monday
- Monday, May 29, Memorial Day
- Tuesday, July 4, Independence Day
- Monday, Sept 4, Labor Day
- Thursday, Nov 23, Thanksgiving Day
- Friday, Nov 24, Day After Thanksgiving
- Monday, Dec. 25, Christmas Day

Motion made to accept these days as paid holidays, seconded, discussion: none, **vote:** unanimous approval.

Upcoming Events

- Doorkeepers (Open: Close:), there is an envelope describing doorkeeper duties.
- Devotions February; Jim Schnellenberger
- Next Council Meeting: Retreat February 11, starts at 8:00 to set up, start 8:30 at Lakeside Methodist.
- Council Installation: January 22, at both services

Closing Comments for the Good of the Church

Meeting Adjourned: