

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
March 16, 2023
7:00 pm

1. Call to Order at 7:12 p.m.
2. Attendance: (* = excused absence; ° = late arrival)

Becker, Edward	Mutter, Vicki	Wise, Jeff *
Eisenhart, Steven	Repa, Barbara *	White, Nancy
Geiser, Scott	Rothermel, Todd	
Gross, James	Staub, Pastor Scott	
3. Devotions
 - a. Pastor Scott opened the meeting with prayer.
4. Approval of Minutes from the February 2023 Regular Council Meeting
The minutes were approved: Scott Geiser motioned; Nancy White seconded; Todd Rothermel abstained.
5. Approval of Minutes from February 21 Reorganization Meeting
The minutes were unanimously approved: Todd Rothermel motioned; Scott Geiser seconded.
6. Committee Reports: (* = report on file; ° = no meeting/no report; + = no report submitted)

a. Audit +	h. Fellowship +	o. Mutual Ministry +
b. Building Fund +	i. Finance +	p. NYG +
c. Cemetery +	j. Flutter +	q. Personnel +
d. Christian Ed +	k. Garden of Hope +	r. Property +
e. Constitution +	l. History & Archives +	s. Stewardship +
f. Endowment +	m. Memorial Fund +	t. Swamp Picnic +
g. Evangelism +	n. Mission Svc/Social Min. +	u. Worship & Music +
7. Committee Action Items
 - a. The Worship and Music Committee requests approval to hire Ms. Violet Mandic as the new GRACE Band Leader with a start date of April 16 at a salary of \$6,000.00 per year.
 - Pastor explained Violet's background and qualifications and noted that she is also employed at Emmanuel Lutheran, Pottstown, in the same capacity.The council unanimously approved the hiring of Violet Mandic: Vicki Mutter motioned; Scott Geiser seconded.
8. Staff Reports
 - a. Pastor noted that Susan is back and adjusting well to the new hours.
The staff reports were unanimously approved: Scott Geiser motioned; Todd Rothermel seconded.
9. Treasurer's Report
 - a. Ed noted that \$160,000 +/- from the Mission Investment Fund is on its way to the Endowment Fund.
 - b. Ed reported that, currently, interest from the Endowment Fund is being reinvested and not

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coming back to the General Fund. Ed will work with Don Wirt to get this corrected.

- The Endowment Fund Committee has decided that 90% will be returned to the General Fund and 10% will be reinvested.
 - c. Ed noted that February was a light giving month, with high expenses due to electric and heating oil. As of February 28, we are at a \$35,000 deficit.
 - d. Jim asked about the progress on the Food Ministry and Garden Funds reimbursing the General Fund for various items such as electric and space usage. Answer: none. The Property Committee is to investigate “rates” for these items.
 - e. “Checks and balances” were discussed for various items. More information to come...
- The Treasurer’s report was unanimously approved for audit: Nancy White motioned; Todd Rothermel seconded.

10. Unfinished Business and Prior meeting Action Items

- a. AVEL Project
 - Steve noted that that plastering and painting of the openings is complete and the desk will be installed soon.
- b. Sale of Property Request
 - Steve announced that the minor sub-division was approved by New Hanover Township and that a fence permit was no longer needed from the church.
- c. Insurance Coverage
 - Jim reported that he is speaking with an insurance agent that sounds promising.
- d. Worship Nursery in the Library
 - Steve noted that he did not ask Scott or Amy about live-streaming into the Library.
 - Pastor shared that the existing books are off the shelves and boxed up. These will be made available to the congregation. Any children’s books will be relocated to the Children’s Library.
- e. Copier Lease
 - Jim reported that a new lease was signed with Altek for only (1) copier, saving the church \$7,000. There will no longer be a copier in the Volunteer’s Office.
 - Steve asked what the plan would be for those with no office access to make copies. Answer: pre-arrange with Susan to make the copies or come to the office during office hours. All were in favor.
- f. Senior Ministry Discretionary Fund
 - Todd questioned what this was and Steve explained. Todd will review and develop this policy further.
- g. Synod Assembly Delegates
 - There was no interest from council members at this time.
- h. Pre School
 - Jim noted that he provided insurance numbers to Donna.
 - Pastor noted that contact has been made with New Hanover Township regarding zoning.
- i. On-line Bill Paying Signature Sheet
 - Ed provided a list of payments that would be part of the document.

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- j. Council Minutes Availability
 - Steve noted that he placed February's in the (2) information kiosks.
 - They will also be available on the website and attached as a link to the weekly "constant contact" email.
 - k. Money "Sitting" in the General Fund
 - Ed noted that the bank suggested (2) options:
 - Business Money Market at 3% interest (fully liquid)
 - 9 Month CD at 4.25% interest
 - Ed will investigate the associated fees for each.
11. New Business
- a. The idea of a pictorial directory was suggested. Nancy White will investigate.
 - b. Pastor suggested that thank you letters be sent to those who donated to the capital campaigns. Scott Geiser will see if CDM can generate these.
 - c. Steve announced that the bank is not responding to his messages about adding Todd as a signer. Ed volunteered to investigate as he is already contacting the bank about other items.
 - d. Scott asked if the monthly minutes could be distributed sooner than they have been. Answer: yes. Steve will share this with Barbara.
 - e. It was questioned as to when the paper dumpster will be emptied. Jim noted that he's called several times and the voicemail box is full. He will continue to investigate.
 - f. Scott questioned the status of the by-law revisions. Nancy reported that they are waiting for a review by the Constitution Committee.
 - g. Pastor noted that the Philadelphia Seminary Archives do not seem interested in preserving the Luther book. He's going to check with the Chicago Seminary.
12. Correspondence
- a. Thank you from ELCA for the gift of \$670.00 to Lutheran Disaster Response.
13. Congregational Feedback
- a. Pastor thanked the Eisenhart's for their work on the AVEL project.
 - b. Folks enjoyed the jazz worship and the congregational dinner.
14. Action Item Review (Barbara)
- a. Sr. Ministry Discretionary Fund Policy (Todd)
 - b. New insurance provider (Jim)
 - c. Remind Sally Sugita about printing of council minutes and reports (Todd)
 - d. Provide monthly financial information for the bulletin (Ed)
 - e. Contact Chicago Seminary Archives for suggestions on how to preserve the Luther book (Pastor)
 - f. Determine how a family would release their money from the Endowment Fund (Jeff)
 - g. Talk to Amy M. and Scott R. about streaming the service to the Welcome Center TV (Steve)
 - h. Draft bill-paying signature sheet (Ed)
 - i. Tell Barbara to print and update Council minutes in the kiosks (Steve)
 - j. See that Endowment interest is reverted back into the GF (Ed)

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- k. Investigate building usage rates for Food Ministry and Garden (Property)
- l. Investigate fees for Money Market and CD (Ed)
- m. Pictorial Directory (Nancy)
- n. Can CDM generate thank you cards? (Scott)
- o. Determine how officers re-sign at the bank (Ed)
- p. Have Barbara send monthly minutes soon after the meetings (Steve)
- q. Paper dumpster emptying (Jim)

15. Next Council Meeting: Thursday, April 20, 2023 at 7:00 pm

16. The meeting adjourned at 10:01 p.m.

Adjournment was unanimously approved. Jim Gross motioned; Nancy White seconded.

17. The meeting closed with the Lord's Prayer.