

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
April 20, 2023
7:00 pm

1. Call to Order at 7:02 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 inspiring words from Song of Solomon and a prayer.
4. Eagle Scout Presentation
 - a. Christian Esteves-Gartshore from Scout Troop 367 presented his Eagle Scout project. He will be building two more compost bins for the Garden of Hope and asked for up to \$850 from the church to complete the project.
The project and \$850.00 requested funding cap (funds expected to come from the Garden or Hope budget) was unanimously approved: Todd Rothermel motioned; Ed Becker seconded.
5. Pre-School Update
 - a. Donna Kehs provided an update on the progress with the preschool/nursery school.
 - The church is not zoned for a Day Care facility and a special exception will need to be sought from New Hanover Township.
 - She and Pastor met with attorney Jeffery Karver who will represent the church charging no legal fee as we proceed with the request of a special exception.
 - The Township's fees for a special exception need to be understood as part of the process.
 - The goal is to open the school in the fall of 2024.Council was in agreement that Donna can proceed with this investigative process.
6. Approval of Minutes from the March Regular Council Meeting
The minutes were unanimously approved: Scott Geiser motioned; Todd Rothermel seconded.
7. 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 +
8. Committee Action Items
 - a. The Property Committee requested the approval to use \$25,000 from the Building Fund to replace 18 windows on the Cemetery (West and South) side of the building.
The request was unanimously approved: Jim Gross motioned; Jeff Wise seconded.

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9. Staff Reports (Pastor)

- a. Pastor thanked the staff for their work during Lent and Easter.
- b. He noted that our live streamed services are getting over 100 views per week.
- c. Pastor shared that Representative Scheuren will tour the Food Ministry and Garden of Hope on Friday, April 21 for a recommendation to receive the NAP grant.

The staff reports were unanimously approved: Scott Geiser motioned; Nancy White seconded.

10. Treasurer's Report (Ed)

- a. Ed noted that the Endowment Funds in the General Fund are set to transfer to the Endowment Fund.
- b. Ed reported that our deficit is now up to \$46,000 for 2023.

The treasurer's report was approved for audit: Todd Rothermel motioned; Jeff Wise seconded.

11. Unfinished Business and Prior meeting Action Items

- a. AVEL Project
 - Steve noted that the control desk has been installed and that the sound system installation began last week.
 - Pastor noted that the choir cannot be heard on-line. Steve and/or Pastor will talk to Bill Fitch (audio system engineer) about appropriate microphones.
- b. Worship Nursery
 - Pastor shared that the existing library books will be made available to the congregation beginning in May
- c. Discretionary Fund Policy
 - Todd provided an overview of the policy he wrote. A dollar amount needs to be determined before the policy can be finalized.
- d. Endowment Fund Releasing
 - Jeff reported that this is not allowed per the recently approved Endowment Fund Policy.
- e. Bill Paying Signature Letter
 - Ed noted that this will be signed on April 22 when the Executive Committee renews their signatures at the bank.
- f. Surplus Cash in the General Fund
 - Ed reported that there is no monthly fee (for the Money Market) if \$1,000 is retained in it.
 - He also shared that \$175,000 was determined by the Finance Committee to be moved from the General Fund into the Money Market while keeping operating cash available in the checking account.
 - Ed will work with the Building and Memorial Funds to move their money into a Money Market.
- g. Addition of Signers
 - Ed noted that this will occur on April 22 when the Executive Committee renews their signatures at the bank.
- h. Paper Dumpster
 - Jim reported that it has been emptied.

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- i. Food Ministry Space Usage
 - Jim noted that the Property Committee suggests a value of \$1,000 per month based on the amount of square footage being utilized. All were in favor.

12. New Business

- a. The following were approved as board officers:
 - Cemetery: President - Norman Hunsberger; Secretary - Jeffrey Renninger; Treasurer - Donald Swavely.
Unanimously approved: Ed Becker motioned; Scott Geiser seconded.
 - Memorial Fund: President - Steven Eisenhart; Secretary - JoAnne Wirt; Treasurer - JoAnne Wirt
Unanimously approved: Vicki Mutter motioned; Nancy White seconded.
 - Flutter: President - Jennifer Boyer; Secretary - Lindsey Waltermyer; Treasurer - Jennifer Boyer
Unanimously approved: Todd Rothermel motioned; Jeff Wise seconded.
 - NYG: President - Jennifer Boyer; Secretary - Lindsey Waltermyer; Treasurer - Jennifer Boyer
Unanimously approved: Nancy White motioned; Vicki Mutter seconded.
 - Peer Support: Treasurer - Monique Becker
Unanimously approved: Ed Becker motioned; Barbara Repa seconded.
- b. The following were presented as prospective members:
 - Joe and Cara Houscoll and children Hunter and Henry
They were unanimously approved for membership: Jim Gross motioned; Todd Rothermel seconded.
- c. Jim shared that the Property Committee is looking into moving the “Archives” to the shelving in the Volunteer’s Office so that the “Archives” room can be used for Food Ministry storage. All were in favor.
 - Pastor suggested that the Food Ministry volunteers be consulted before a move is made.
- d. Jim asked about the Peer Support Ministry. Answer: they will be reorganizing in May or June.
- e. It was noted that we have recently had some unconventional building usage requests. The Property Committee will look into the existing policy to determine if it needs to be modified.

13. Correspondence

- a. Thank you from Thelma Manwiller family for the Food Ministry meals.
- b. Thank you from John McNey for the Food Ministry meals.
- c. Thank you from Emma Wagner from Lutheran World Relief for NHELIC Leadership.
- d. Thank you from Genesis Women’s Clinic for the \$200 donation.

14. Upcoming Events

- a. Gathering of Daughters – Sunday, May 7
- b. Chicken Dinner – Saturday, May 20
- c. Church Music Sunday – Sunday, May 21
- d. Confirmation, New Member reception, Capital Campaign update – Sunday, June 4

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15. Action Item Review

- a. Sr. Ministry Discretionary Fund Policy (Todd)
- b. Check with insurance agent about additional coverage for BSA law suites (Jim)
- c. Remind Sally Sugita about printing of council minutes and reports (Marty)
- d. Provide monthly financial information for the bulletin (Ed)
- e. Contact Seminary Archives for suggestions on how to preserve the Luther book (Pastor)
- f. Talk to Amy M. and Scott R. about streaming the service to the Welcome Center TV (Steve)
- g. Draft bill-paying signature letter (Ed)
- h. See that Endowment interest is reverted back into the GF (Ed)
- i. Investigate building usage rates for Food Ministry and Garden (Property)
- j. Investigate fees for Money Market and CD (Ed)
- k. Pictorial Directory (Nancy)
- l. Can CDM generate thank you cards? (Scott)
- m. Talk to Bill Fitch about choir mics (Pastor / Steve)
- o. Work with the Building and Memorial Funds to move money into a Money Market (Ed)
- p. Review Building Use Policy (Property)

16. Next Council Meeting: Thursday, May 18, 2023 at 7:00 pm

17. The meeting adjourned at 9:30 p.m.

Adjournment was unanimously approved: Pastor Scott motioned; Jeff Wise seconded.

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