

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
April 18, 2024
7:00 pm

1. Call to Order at 7:04 p.m.
2. Attendance: (* = excused absence; ° = late arrival)

| | | |
|-------------------|-------------------|---------------------|
| Becker, Edward | Gross, James | Staub, Pastor Scott |
| Becker, Monique | Hauser, D. Martin | Wise, Jeff |
| Eisenhart, Steven | Peto, Yvonne | White, Nancy |
| Geiser, Scott * | Rothermel, Todd | |
3. Devotions – Pastor Scott opened the meeting with devotions and a prayer.
4. Approval of Minutes from the March Regular Council Meeting
The minutes were unanimously approved: Monique Becker motioned; Marty Hauser seconded.
5. Committee Reports: (* = report on file; ° = no meeting/no report; + = no report submitted)

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|--------------------|------------------------------|----------------------|
| 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 + |
6. Reminders to Committee Liaisons
 - a. Committees - please work with your Council liaisons/chairpersons to bring Council pertinent information to meetings.
 - b. Please provide all scheduled meeting information (onsite, offsite/online) to Susan Gutshall or Todd Rothermel to add to the church calendar (Google Calendar)
 - c. If your Committee/Board has a recommendation for Council, or something that needs to be discussed with the Council, please let Todd Rothermel know in advance of the meeting. He will add it to the agenda.
 - d. Keep Committee work at the committee level. Council meetings are not where Committee/Board work should be performed.
7. Staff Reports
 - a. Pastor noted that Chef Chris will be out on unpaid medical leave from May 20 to July 15; Jim Davidheiser will take his place and has requested to be paid half of Chris's usual salary.
 - b. Pastor thanked the staff for their hard work during the Lent and Easter season.
 - c. Todd asked about the wine that Doug Senne is preparing for communion. Pastor Scott indicated that it is very good and that a "wine naming contest" will be held. An entry form will be included in the June newsletter.
 - d. Barb Eisenhart, Niki Young and Pastor Scott will represent NHELCC at the Synod Assembly.
 - e. Ed asked Pastor about the potential donor for the Learning Center. A meeting will be scheduled soon for further discussion.The staff reports were unanimously approved: Ed Becker motioned; Jim Gross seconded.

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8. Treasurer's Report

- a. Ed also noted that income at the end of March (25% of the year) was at 29.9% and expenses were at 30.4%.

The treasurer's report was unanimously approved for audit: Marty Hauser motioned; Jeff Wise seconded.

- b. It was suggested that money coming into and going out from the General Fund should be documented. (i.e., lent to GOH for installation of the garden; lent to various projects; bequests "sitting", etc.)
- i. Marty will determine the amounts for these individual amounts.
- c. Todd noted that signatory changes with Truist Bank have been completed.
- d. Todd noted that expenses (other than previously approved for recurring invoices) need to be approved by Committee, Board, Staff, or Council before the Bookkeeper makes payment.
- e. The 2023 Audit documents (except General Fund) were distributed to the council via email for review prior to this meeting.

The 2023 Audit of the Building, Cemetery, Chris Ed, Mission Service, Picnic Grove, Memorial, Flutter and NYG Funds were approved: Monique Becker motioned; Ed Becker seconded.

9. Unfinished Business and Prior Meeting Action Items

a. Parking Lot:

- i. Food Ministry Space Usage (Jim)
- ii. Additional Sound System Training (Steve)
- iii. Benevolence vs. Debt (Finance)
- iv. Directional Signage – on going (Steve)
- v. Reconciling in Christ – hospitality training (Pastor)
- vi. Solar Energy research (Property)
- vii. Unconventional Building Usage Requests

b. Completed Recently:

- i. Passing the Plate
- Pastor reviewed the procedure established by the Worship Planning Team.

c. Ongoing Actions:

- i. Pre School
- Todd reported that the Learning Center planning committee has determined that a more realistic opening date is the Fall of 2025. There is a plan and timeline in place with much more work to be done by the committee.
 - Todd also noted that the feedback he has heard to date has been positive.
 - Steve noted that the largest driving factor in moving the opening date is the fact that families will want to see the completed facility before registering their children. Facility construction prior to opening will also provide for a significantly better functioning space usage for the Learning Center.
- ii. Pictorial Directory
- Todd noted that membership information where only a USPS address was known was provided to Pastor from the Pictorial Directory ad hoc committee. Following the committee attempt to mail the members (letters sent 4/10), a list of "no response" member will be distributed to the council for review and determination if any

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Councilmember has any further information. Post the Council review and any updates, the member pictorial directory list will be final.

- Nancy announced that family pictures should be e-mailed or given to Nancy.
- iii. Food Ministry Board
- Todd reported Nikki Young had 15 hours due for Food Ministry/Learning Center board grant writing support. Todd working with Maria Boyer to provide via payroll processing.
 - Todd reported we received notification of check being sent for an ELCA Grant in the amount of \$8,000
 - Todd reported the Eagle Scout Meal Drive resulted in \$583.00 donated plus significant food supplies
- iv. The Garden of Hope Expansion will be occurring. The board is in the process of finalizing the contract and looking into a new, larger shed to meet the growing needs of the ministry.

10. New Business

- a. Todd noted that the following Board members be approved:
- i. Building Fund Board: President – James Gross; Secretary – Steven Eisenhart; Treasurer – Scott Repa.
 - ii. Christian Education Board: President – Vicki Mutter; Secretary – Vicki Mutter; Treasurer – Scott Geiser
 - iii. Flutter Board: President – Lindsey Waltermeyer; Secretary – Haley Quigley; Treasurer – Jennifer Boyer

The board was approved unanimously: Marty motioned; Yvonne seconded.

- b. Todd announced that the Pastor’s discretionary fund is depleted and asked the council to consider replenishing it. It was suggested to replenish the fund with \$500.00 from the General Fund.

The motion was unanimously approved: Nancy White motioned; Yvonne Peto seconded.

- c. Jim asked about the protocol for spending the money designated for “maintenance” in the budget. Council discussion ensued and resulted in the direction to Property to spend it as needed within the limits set in the budget.
- d. Jim noted that there is a lot to think about as we begin to tackle a large-scale project such as a Learning Center from a staffing perspective. The idea of a property manager was suggested and will be considered in Learning Center planning meetings.
- e. Pastor suggested that an executive committee member speak on the completion of the AVEL campaign during the announcements, thanking folks for their contributions and inviting members to the fellowship hour. Todd will do this.

11. Congregational Feedback

- a. Nancy expressed the desire to have an early service again.

12. Correspondence

- a. Thank you from Frederick Living Synod for our donation of \$1,000.00.
- b. Thank you from the Salvation Army Lessig-Booth Family Residence for our donation of pull-ups, wipes, disposable cleaning clothes, paper towels and tissues.

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13. Upcoming Events

- a. Celebration for AVEL project funding complete: April 28.
- b. Youth Sunday: April 21
- c. Synod Assembly: May 3-4

14. Council Highlights (from this meeting)

- a. An Eagle Scout project from Scouting America Troop 367 provided several hundred pounds of needed non-perishable food products as well as over \$500 in donations to the NHELFC Food Ministry. A big "Thank You" goes out to scout Abigail Dawson for leading this successful project!
- b. Chef Chris will be out on medical leave from May 20 to July 15. Jim Davidheiser will be "Acting Chef" during Chris' absence. Thank you Jim!
- c. If you unlock a door for church access, lock the door behind you. Doors have been left open causing a security risk.
- d. Giving/offering envelopes - if you do not need offering envelopes please see Scott Geiser or Susan Gutshall (if using Simply Giving or Tithe.ly)

15. Next Council Meeting: Thursday, May 16, 2024 at 7:00 p.m.

16. The Council Meeting adjourned at 8:50 p.m.

The adjournment was unanimously approved: Yvonne Peto motioned; Monique Becker seconded.

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