

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
August 15, 2024
7:00 pm

1. Call to Order at 7:03 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
 - a. Pastor opened the meeting with a devotion and a prayer.
4. Approval of Minutes from the July Regular Council Meeting
The minutes were unanimously approved: Jeff Wise motioned; Pastor Scott seconded.
5. 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 +
		v. 325th Anniversary *
6. Committee Action Items
 - 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 a schedule of events has been formatted into a flyer that can be handed out at the Swamp Picnic and at other events. Discussion ensued about how to post it on the website. Scott Geiser will post it.
 - b. Pastor noted that an effort is underway by Lindsey and Patricia to form a Jr. Choir.
 - c. Pastor highlighted the “Aging Grace-Fully” adult learning opportunity beginning on October 24.

The staff reports were unanimously approved: Nancy White motioned; Monique Becker seconded.
8. Treasurer’s Report

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
August 15, 2024
7:00 pm

- a. Ed reported that the total deficit as of July 31 was \$48,100.00.
 - b. He also noted that income at the end of July (58% of the year) was at 67.5% and expenses were at 63.8%.
 - c. Ed shared that the second quarter Endowment distribution will appear on the August Treasurer's Report to be reviewed at the September meeting.
- The treasurer's report was unanimously approved for audit: Marty Hauser motioned; Scott Geiser 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 – on going (Jim)
- b. Completed Recently:
 - i. None this period
- c. Ongoing Actions:
 - i. Sanctuary Air Conditioning Status
 - Todd reported for Jim that prices for replacement of all three units are being sought. As of now, the units are still adequately cooling the room. Marty noted that heat-pumps are also being investigated to reduce oil consumption.
 - ii. Learning Center
 - Todd reported that the sewer agreement has been finalized with the Attorney. A letter will be generated with the agreement providing a statement allowing the cancellation of payment should the Learning Center not happen due to significant start-up costs. The agreement was unanimously approved: Todd Rothermel motioned; Ed Becker seconded.
 - Todd noted that the check for the traffic study was sent to, and received by, TPD. The traffic study is expected to be completed by the end of September for delivery to the Township.
 - Todd reported that the bids for the alterations were received on July 26 and were reviewed by the Learning Center committee on August 5. The low bid was \$499,000 submitted by H. Mininger and Son of Telford. Some of this amount can be lowered due to other ministries assuming the costs that are not related to the Learning Center (i.e., water/electric to the garden; air conditioning in the kitchen, new flooring in the Multi-Purpose and toilet rooms). Other items still need to be added into the amount (i.e., access control system, classroom cubies).
 - Todd shared that, with the high construction costs, the total start-up costs will be approximately \$600,000. Discussion ensued about the cost per child, risks involved and funding. A rough timeline of events was also reviewed. The next step will be for the Learning Center committee to meet with Endowment and Finance to reach a

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
August 15, 2024
7:00 pm

- decision on how to finance the project.
- Todd announced that the Learning Center committee would like to have a promotional banner at Swamp Picnic to generate interest in the community about the project. All were in favor.
- iii. Pictorial Directory
 - Nancy noted that Harry has almost half of the membership updates entered into the CDM+ church management software.
 - It was asked when the directory would be completed. Answer = unknown.
- iv. Food Ministry Board
 - Todd reported that the ministry continues to operate in the black.
- v. Garden of Hope Expansion
 - Todd reported that the shed donated by Bill Allen has been delivered, repaired, painted. A thank you letter will be sent to Bill in the near future.
 - Todd reported that Trellis installed the fencing and spread topsoil.
 - Todd also noted that electric and water will be provided to the garden as part of the Learning Center alterations and paid for through the PA Urban Ag grant.
- vi. Audit of 2023 Funds
 - Todd reported that the General Fund audit is expected for approval at the September 2024 Council meeting.
- vii. Reconciling in Christ Update
 - Pastor noted that education for the congregation is starting in September.

10. New Business

- a. Todd announced that Nikki is requesting \$122.75 for books for the upcoming seminary semester. It was determined that any future 2024 requests will be approved by the council and a line item will be put in the 2025 budget for any future seminary expenses.
The request was unanimously approved: Todd Rothermel motioned; Nancy White seconded.
- b. Todd noted that the Scouts have requested to use the entire multi-purpose room and suggest moving the Loaves and Fishes packaging to Fellowship Hall. Considerable discussion ensued about space requirements for church-related activities, sound levels in the Fellowship Hall and management of the scouts during their meetings. It was also noted that if/when the Learning Center opens, space-sharing will be required and, therefore, space requirements will need to be enforced.
- c. Todd announced that NA requested use of the building for an additional meeting. Thursday night was deemed to be the best option, effective immediately.
The request was unanimously approved: Todd Rothermel motioned; Monique Becker seconded.
- d. Fellowship Committee requested that the council come up with ideas for a Staff Appreciation Fellowship Hour after worship on October 13.
- e. Todd noted that Becky Gallagher requested to place a donated bench in the cemetery on the south side of the church building. All were in favor.

11. Correspondence

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
August 15, 2024
7:00 pm

- a. Thank you letter from Family Services of Montgomery County for our \$250.00 donation on June 23, 2024.
- b. Thank you letter from St. Mark's High School for our \$100.00 contribution in memory of Paula Wylie.
- c. Thank you card from New Hanover Volunteer Fire and Rescue Service for our donation of \$1,000.00.

12. Upcoming Events

- a. Installation of the Rev. Bryan Penman as the sixth Bishop of the Southeastern Pennsylvania Synod: Saturday, September 14, 2024 at 2 p.m.
- b. Installation of the Rev. Carl Filer at Emmanuel, Pottstown: Sunday, September 15, 2024 at 4:00 p.m.

13. Council Highlights (from this meeting)

- a. Discussion and discernment on the Learning Center feasibility study continues. The Township required traffic study, New Hanover Sewer Authority agreement, and review of the construction bids are all in progress.
- b. Finance continues to monitor the 2024 Annual Budget against actuals. Currently we are running a total deficit YTD as of July 31 was \$48,100.00. Total income at the end of July (58% of the year) was at 67.5% (59% offerings only) and expenses were at 63.8%.
- c. Garden of Hope has a new shed in the expansion section - Thank You to Bill Allen for donating the shed and Doug Senne and team for moving, placing, and refreshing it.
- d. If you unlock a door for church access, lock the door behind you. Doors have been left open causing a security risk.
- e. Giving/offering envelopes - if you do not need offering envelopes please see Scott Geiser or Susan Gutshall (Simply Giving, other electronic giving)
- f. Space utilization - please let Susan Gutshall know if you are planning to use any church space for events and meetings

14. Next Council Meeting: Thursday, September 19, 2024 at 7:00 pm. And chaired by Vice-president Marty Hauser.

15. The Council Meeting adjourned at 9:04 p.m.

The adjournment was unanimously approved: Ed Becker motioned; Marty Hauser seconded.

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