

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
May 15, 2025
6:30 pm

1. Call to Order (6.37pm)
2. Attendance: (* = excused absence; ° = late arrival)

Becker, Edward	Staub, Pastor Scott	
Becker, Monique	Hauser, D. Martin*	Peto, Yvonne*
Geiser, Scott*	Rothermel, Todd	Andy Van Dyke
3. Devotions (Pastor Scott)
4. Approval of Minutes from the April Council Meeting – motion to approve April minutes as presented by Todd Rothermel, seconded Ed Becker. Approved Unanimously.
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. Food Ministry +	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 +
h. 325th Anniversary *		
6. Committee Action Items
 - a. Committee/Board organization updates? (see sheet)
 - b. Committees - please work with your Council liaisons/chairpersons to bring Council pertinent information to meetings
 - c. Please provide all scheduled meeting information (onsite, offsite/online) to Susan Gutshall or Todd Rothermel to add to the church calendar (Google Calendar)
 - d. If your Committee/Board has a recommendation for Council, or something that needs to be discussed with the Council, please let me know in advance of the meeting. I will add it to the agenda.
 - e. Keep Committee work at the Committee level, Council meetings are not where Committee/Board work should be performed
7. Staff Reports (Pastor Scott)
 - a. Report on file.
 - b. The Learning Center Educational Director has started and working in the Choir Office during construction.
 - c. Pastor has requested that parishioners request meetings during office hours instead of first thing Sunday morning when he prepares for Worship. Pastor recommends intentionally referring/delegating specific issues to committee liaisons.
 - d. Monique recommended considering Express Data Systems to consult on Human Resources needs/activities during and after the pastoral transition.Motion to present staff reports for discussion by Andy Van Dyke, seconded by Ed

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Becker. Vote to approve staff reports as presented was unanimous.

8. Treasurer's Report
 - a. Ed Becker reported that the total deficit YTD as of April 30 was \$47,239.80
 - b. Ed also noted that total income at the end of April (33% of the year) was at 31.7% and expenses were at 38.6%.
 - c. GF Cash on hand at the end of April = \$36,479*
 - d. Property expenses are already at 50% of budget 1/3 of the way through the year. Unexpected expenses include parking lot sealing, and frozen/burst pipes; giving is down.
 - e. Endowment balances as of April 30th \$873,889 and \$231,431 = Total \$1,105,320
 - f. Bookkeeper resignation as of June 30, 2025 Motion to accept resignation by Monique Becker, Seconded by Todd Rothermel. Vote passed unanimously. Current bookkeeper job description dated June 1, 2022. Pastor will send copy to Executive Committee for review.
 - g. (Reminder) Expenses (other than previously approved for recurring invoices) need to be approved by Committee, Board, Staff, or Council before the Bookkeeper makes payment. Motion to approve the Treasurer's Report as presented for audit is tabled until the June Council meeting. CDM+ report issue is being resolved.
*Learning Center loan repayment may be skewing these numbers. Bookkeeping coding to be updated once Learning Center accounts have been established. Final number is under review.
9. Unfinished Business and Prior meeting Action Items
 - a. Parking Lot:
 - i. Food Ministry Space Usage (Jim)
 - ii. Additional Sound System Training (Steve)
 - iii. Directional Signage – on going (Steve)
 - iv. Solar Energy research (Property)
 - v. Unconventional Building Usage Requests – on going (Jim)
 - vi. Pictorial Directory (Nance)
 - vii. Historical Record Digitization (Steve)
 - viii.
 - b. Completed Recently:
 - i.
 - c. Ongoing Actions:
 1. Property (Marty)
 - a. Council direction on Sanctuary A/C project – recommendation to Property Committee to make plans for Fall installation (schedule contractor, order equipment). Council will recommend a capital campaign.
 - b. Tractor availability (Cemetery, Garden of Hope use) to be donated. Timing TBD.
 2. Cemetery
 - a. Board executives presented (forgot to approve last meeting): Ron Hetrick, President; Jeff Renninger, Secretary; Donald Swavely, Treasurer
 - b. Motion to approve Cemetery Board officers as presented by Todd, seconded

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by Andy. Motion approved unanimously.

3. Constitution Bylaw/Continuing Resolution updates (Andy)
 - a. Section by section review at Council meetings. Chapters 1-9 reviewed. Goal is to review one chapter at each subsequent council meeting.
 - b. Council needs to coordinate with Fellowship committee to coordinate a congregational meeting date to approve constructional amendments and by-law changes. The best opportunity would be during the special congregational meeting in December 14th. (Snow date Dec. 21st.) Ratification must occur at our annual meeting in the first quarter of 2026, or we need to wait until the next annual meeting in 2027.
4. Learning Center (Todd)
 - a. Status Update
 - i. Construction Update (contingency used, sewer needs)
 - ii. Learning Center Checking/Money Market Account
 - iii. Looking to hire Administrative Coordinator
 - iv. Marketing in process (logo, website, social media)
 - v. Playground sub-committee
 - vi. Appeal for donations
5. Food Ministry Board (Todd)
 - a. Loaves and Fishes budgets in black
 - b. Garden of Hope - ~90 lbs of produce in spring harvests
 - c. Volunteers needed in Garden of Hope
6. Reconciling in Christ Update (Pastor, Monique)
 - a. General Council consensus in approval of updated welcoming statement
7. 325th Anniversary Committee update
8. Transition Committee (retirement - 12/31/2025) (Monique). No new updates. Waiting for the Synod Deans to have their meeting.

10. New Business

- a. Communications Committee/Resource
 - i. organize web content, social media (accounts, content), Constant Contact, bulletin, newsletter, onecall, etc.
 - ii. Paid position? Someone is needed as the center point of contact for all dissemination of information churchwide.
- b. Re-organization (PPT) - affects Constitution efforts

11. Correspondence

- a. Thank you notes from Dave & Dot Pollock, Alice Nester, Pastor Wayne, JWalkers.

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12. Congregational Feedback

13. Upcoming Events

- a. Chicken Dinner 17th 4-6 pm.

14. Council Highlights

- a. Finance continues to monitor the 2025 Annual Budget against actuals. Currently we are running a total deficit YTD as of April 30 was \$47,239.80. The income at the end of April (33% of the year) was at 31.7% and expenses were at 38.6%.
- b. The approved 2025 General Fund budget is a *deficit* budget of ~\$60,000. In order to eliminate the deficit, provide for timely benevolence payments, continue programs, and maintain our staff the Council is strongly encouraging each giving unit to increase giving to the extent possible by 20%. On average across all giving units this equates to \$7/week, \$30/month, or \$361/year. Please consider your giving in 2025.
- c. The 2025 Council has 8 Councilmembers out of 12 expected positions. Council members may be appointed by the standing Council at any time of the year to 1-, 2-, or 3-year terms. If you have an interest in serving as a Council member please talk to any current Councilmember.
- d. Susan Gutshall, NHELCC Office Manager, manages the master calendar for all activity and facility use to support minimizing conflicts. Committees and boards - please be sure to notify Susan of all activities planned at the church. This is especially important during the Sunshine Learning Center renovation process.
- e. If you unlock a door for church access, lock the door behind you. Doors have been left open causing a security risk.
- f. Giving/offering envelopes - if you do not need offering envelopes please see Scott Geiser or Susan Gutshall (Simply Giving, other electronic giving)
- g. Next Council meeting (open to all members) is scheduled for June 19, 2025 at 6:30 p.m.

15. Next Council Meeting: Thursday, June 19, 2025 at 6:30 p.m.

16. Adjournment at 10:03 Motioned by Ed Becker, seconded by Andy Van Dyke. Unanimously approved.

17. Lord's Prayer