

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Agenda
June 19, 2025
6:30 pm

1. Call to Order (6.30pm)
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 May Council Meeting
 - a. Motion to approve as presented by Andy Van Dyke, seconded by Todd Rothermel.
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. Staff Reports (Pastor Scott)
 - a. Report on file. Nikki Young will submit her report separately. Nikki to join the Council meetings starting at September meetings.
 - b. Motion to approve staff reports as presented by Marty Hauser, seconded by Ed Becker.
Approved unanimously.
7. Treasurer's Report (Ed)
 - a. Ed reported that the total deficit YTD as of May 31 was \$54,818
 - b. He also noted that total income at the end of May (42% of the year) was 38.5% of budget and expenses were at 46.3% of budget.
 - c. General Fund cash on hand at the end of May was \$27,009. Endowment quarterly distribution not accounted for yet. Expenses are running high (due in part to various projects being in different stages of completion) but giving is steady.
 - d. Bookkeeper resignation as of June 30, 2025. We have one candidate interested. The Finance Committee will conduct an interview- date TBD.
 - e. ACTION ITEM: Maria Boyer and Danielle Dugan need to meet to teach Danielle CDM software. Todd will send an email reminder. Ed to provide the necessary support with Truist access for Danielle.
 - f. Bookkeeper Job Description - Motion to approve updated job description as presented by Marty Hauser, seconded by Yvonne Peto. Approved unanimously.
 - g. (Reminder) Expenses (other than previously approved for recurring invoices) need to be

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- approved by Committee, Board, Staff, or Council before the Bookkeeper makes payment.
- h. Motion to approve Treasurer's Report as presented for audit by Andy Van Dyke, seconded by Marty Hauser. Approved unanimously.

8. Unfinished Business and Prior meeting Action Items

a. Ongoing Actions:

1. Property (Marty)

- a. Sanctuary A/C project – Fall 2025, ~\$65,000. This estimate is likely impacted by tariffs and \$80,000 is a revised estimate. A Capital Campaign will be needed to raise funds. Create a visual aide (Thermometer?) for the congregation to see progress. A special meeting is likely needed for congregational approval to make a deposit on new equipment.

2. Learning Center (Todd)

a. Status Update

- i. Construction Update- Inspection approved. Township has approved occupancy. Contingency money had been used.
- ii. Looking to hire Teachers and Administrative Coordinator
- iii. Marketing in process (website, social media)
- iv. Water testing to be done June 25th. Last item needed to receive Preschool certification.
- v. Appeal for donations needed.

3. Food Ministry Board (Todd)

- a. \$17,375 grant approved from PAHWF
- b. \$5,000 grant approved from Genuardi's Foundation
- c. ~\$37,000 grant expected from PA Urban Ag grant
- d. ~\$18,000 toward water/electric to garden
- e. Pounds of produce harvested YTD through June 16th = 1,341 pounds
- f. Number of volunteer hours worked YTD through June 16th = 867.5 hours

4. Reconciling in Christ Update (Pastor)

- a. Council is not voting on this measure, only making a recommendation and moderating the process. The congregation has the final vote. The RIC Committee has a video planned for July 15th at 6:30 pm.

5. Constitution Bylaw/Continuing Resolution updates (Andy)

- a. Section by section at Council meetings
- b. Sections 10-12 reviewed. Discussion on congregational proxy and absentee ballots, roles of council members, and officers was held.

6. Transition Committee (retirement - 12/31/2025) (Monique)

- a. Monique shared the Synod would like the congregation to implement a Congregational Vitality Survey. The purpose of the survey is to help identify

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the type of leadership we need, and center ourselves on our goals for the future, as well as see our level of sustainability as a congregation. There is a two-week timeline to complete the survey, which is completed online by each member and lay leadership.

9. New Business

- a. Communications Committee/Resource
 - i. organize web content, social media (accounts, content), Constant Contact, bulletin, newsletter, onecall, etc.
 - ii. Paid position?
- b. Consideration of 2016 Council decision to allow balloonists to launch from field below the cemetery.
 - i. Council reconfirmed the original decision of the 2016 Council to allow balloonists to launch from church property.

10. Correspondence

11. Congregational Feedback

- a. None

12. Upcoming Events

- a. Review Constant Contact email for events.

13. Council Highlights

- a. Finance continues to monitor the 2025 Annual Budget against actuals. Currently we are running a total deficit YTD as of May 31 was \$54,818. The total income at the end of May (42% of the year) was at 38.5% of budget (40% offerings to budget) and expenses were at 46.3% of budget. The General Fund cash on hand at the end of May was \$27,009.
- 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 Council is currently working through the existing NHELCA Constitution to refine it in advance of the ELCA updates expected in August of this year. There will be informational meetings leading to a congregation ratification of the changes (2 congregational meetings required to approve changes).
- d. The Council has been discussing with the Property Committee the required remediation of the existing Sanctuary and Fellowship Hall air-conditioning systems. They are 35 years old and have reached the end of their lifecycle. Complete replacement is necessary. The Property Committee is working on contractor quotes and scheduling. The project is expected to start in fall of this year. More information forthcoming on how NHELCA will finance this project.

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Agenda
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- e. The Council currently 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 Councilmember please talk to any current Councilmember.
 - f. As a reminder - the pastor is available for personal meetings Monday through Thursday from 9:00 AM to 3:00 PM by appointment only. Please make an appointment by calling (610) 326-1335 or email at psstaub@gmail.com. Given prior commitments and events, some appointment times are not available.
 - g. All meeting and event requests by committees, members or non-members are to be communicated to the church office manager. Susan Gutshall, NHELIC 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.
 - h. If you unlock a door for church access, lock the door behind you. Doors have been left open causing a security risk.
 - i. Giving/offering envelopes - if you do not need offering envelopes please see Scott Geiser or Susan Gutshall (Simply Giving, other electronic giving)
 - j. Next Council meeting (open to all members) is scheduled for July 17, 2025 at 6:30 p.m.
14. Next Council Meeting: Thursday, July 17, 2025 at 6:30 p.m.
15. Adjournment at 9:39pm. Motion to adjourn at by Yvonne Seconded by Marty. Approved unanimously.
16. Lord's Prayer