

New Hanover Evangelical Lutheran Church
Congregational Council Meeting Minutes
August 21, 2025
6:30 pm

1. Call to Order (6:35pm)
2. Attendance: (* = excused absence; ° = late arrival)

| | | |
|-----------------|----------------------|----------------|
| Becker, Edward | Staub, Pastor Scott* | Nikki Young |
| Becker, Monique | Hauser, D. Martin | Peto, Yvonne |
| Geiser, Scott | Rothermel, Todd | Andy Van Dyke* |
3. Devotions (Todd)
4. Approval of Minutes of the July 17, 2025 Council Meeting. Motioned: Scott, Seconded: Yvonne Yea 2 No 0 Abstained 3 (due to absences at last meeting). Motion passed.
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. 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 (Todd) Motioned: Ed, Seconded: Todd. Approved unanimously.
7. Treasurer's Report (Ed) Ed: Motioned delay of approval of reports until revisions are provided at next meeting: Ed, Seconded: Todd. Approved unanimously.
 - a. Ed reported that the total deficit YTD as of July 31 was approximately \$45,000. Monthly deficit averages \$6500.
 - b. He also noted that total income at the end of July (58% of the year) was 60% (61% offerings to budget) of budget and expenses were at 58.7% of budget
 - c. Above numbers are approximate due to financial software correction needed. We have a new bookkeeper and they are learning the system. Updated numbers forthcoming.
 - d. General Fund cash on hand at the end of July = \$TBD
 - e. Received undesignated gift of \$5400 from the estate of Pat Green.
 - f. Received undesignated gift of approximately \$125,000 from the trust of an unknown donor. To date we have received 90% of that amount, and the final 10% will be sent when documents are finalized.
 - g. The above gifts will help offset the end of year deficit. Council will follow the 50%-40%-10% split rule. Scott made a motion to equally split 10% benevolence between the Synod and Mission Service. Seconded by Marty. Unanimously approved.
 - h. Recurring invoice payment approvals by the Bookkeeper.
 - i. Building Fund - roll into the General Fund in next year's budget.
 - j. Credit Card Policy and Procedure document – Todd working on policy review.
 - k. (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.

8. Unfinished Business and Prior meeting Action Items

a. Ongoing Actions:

1. Property (Marty)

- a. Sanctuary A/C project – Fall 2025, ~\$80,000. Todd would like to begin a capital campaign to raise funds.
- b. Water treatment solution for Learning Center. Water filtration system needs to be upgraded immediately for school certification. Todd specified the cost will be divided equally between the Food Ministry, the Church, and the Learning Center.
- c. Cleaning contracts – Ron Fegley is the new contact for these contracts.
- d. Tractor update – Ralph Borneman is donating a used utility tractor to the church.
- e. Cemetery update (ball field, caretaker) – Todd will let the donor know there was confusion about the donation made to mow the ball field. The donor will need to follow the process of designating funds for future donations.
- f. Fire Extinguishers out of compliance - being inspected on the 27th along with fire alarms.

2. Food Ministry Board (Todd)

- a. Pounds of produce harvested 3084 lbs through August 4
- b. Number of volunteer hours worked 695 hrs through August 4
- c. 3 separate Grants received in amount for a total of approximately \$60,000
- d. \$12,300 goes back to the general fund.

3. Reconciling in Christ Update (Todd)

- a. Sept 14th - Straw Poll on the current feeling of the congregation regarding adopting RIC. There is some confusion in the congregation about what this vote is. This is not an official Constitutional vote.

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

- a. Vitality Survey results review continuation – the Committee is meeting on the 31st with some members of Council to review and assess the results.
- b. Interim Consultant agreement – Rev. Heidi Roderick-Schnaath will be hired to assist the Transition Committee in the Call process at the rate of \$45/hour for a maximum of 30 hours/month. This position is a mandatory requirement of the Synod. The start date will be determined at the August 31st meeting.

5. Communication Manager

- a. Job Description review - part time position for consideration. Todd will continue to research the concept of this position.

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9. New Business
 - a. Jim Mack (jimmack203@gmail.com) has agreed to be appointed to Council (motion required). Marty made a motion to appoint Jim Mack to Council to fulfill the continuation of Jeff's term until the end of the calendar year. Seconded: Scott. Unanimous approval.
 - b. Picnic Grove - firepit and conversation swing structure – Mary Alice Mack will pay/donate to have one built. Todd will bring the idea to the Picnic Grove Board.
 - c. Pastor Retirement Activities - need someone to lead/POC as several members are starting to talk about plans (Barbara Eisenhart, Faye Weidner, Lindsey Waltermeyer, Vicki Mutter, Sally Sugita). Yvonne will coordinate between the members making plans for a smooth event.
 - d. New chairs for Meeting Room/Teacher's lounge - Memorial Fund has monies for new chairs.
 - e. Organ Refurbishment Project (Steve Eisenhart) – 50th year organ maintenance is due and has some repair needs at the organ console. The organ is also capable of creating new sounds with additional refurbishment. Steve would like to get a quote for this work and has an anonymous donor. Council would like to see the prices alongside the proposal. Steve will proceed with getting quotes.

10. Correspondence - none

11. Congregational Feedback - none

12. Upcoming Events
 - a. Swamp Picnic Aug. 23rd

13. Council Highlights
 - a. Finance continues to monitor the 2025 Annual Budget against actuals. Currently we are running a total deficit YTD as of June 30 of \$45,000. The total income at the end of July (58% of the year) was at 60% of budget and expenses were at 58.7% of budget.
 - 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 has appointed congregational member James "Jim" Mack to complete the remaining Council term vacated by Nancy White. Jim will be eligible for re-election to the 2026 Council. The Council thanks Jim for stepping up in support of the NHELCL Leadership.
 - d. The Council welcomes Nancy Ewing as the NHELCL bookkeeper. Nancy started in June and is coming up to speed quickly on the church systems and processes.
 - e. 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.

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- f. All meeting and event requests by committees, members or non-members are to be communicated to the church office manager. Susan Gutshall, NHELCO 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.
- g. If you unlock a door for church access, lock the door behind you. Doors have been left open causing a security risk.
- h. Giving/offering envelopes - if you do not need offering envelopes please see Scott Geiser or Susan Gutshall (Simply Giving, other electronic giving)
- i. Next Council meeting (open to all members) is scheduled for September 18, 2025 at 6:30 p.m. **via Teams.**

14. Next Council Meeting: Thursday September 18, 2025 at 6:30 p.m. **(virtual meeting)**

15. Adjournment Motion: Marty. Seconded: Ed. Unanimously approved.

16. Lord's Prayer