

**New Hanover Evangelical Lutheran Church**  
**Congregational Council Meeting Minutes**  
**October 16, 2025**  
**6:30 pm**

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

Becker, Edward	Staub, Pastor Scott	James Mack*
Becker, Monique	Hauser, D. Martin	Peto, Yvonne
Geiser, Scott	Rothermel, Todd	Andy Van Dyke
Nikki Young		
3. Devotions (Pastor)
4. Approval of Minutes of the September 18, 2025 Council Meeting. Motion: Marty Hauser, Seconded: Ed Becker. Approved unanimously after corrections.
5. Approval of Minutes of the Special Congregational Meeting October 12, 2025. Motion Marty Hauser; Second Scott Geiser. Approved unanimously.
6. Committee Reports: (moved to Old and New Business section below)
7. Staff Reports (Pastor) - Motion to approve as presented: Monique Becker; Second: Yvonne Peto. Approved unanimously.
8. Treasurer's Report (Ed) - Motion to bring reports to floor and approve for audit: Marty Hauser, Second: Yvonne Peto. Approved unanimously after discussion.
  - a. Ed reported that the total deficit YTD as of September 30 was \*\*\$-69,414
  - b. He also noted that total income at the end of September (75% of the year) was 111% (77.6% offerings to budget) of budget and expenses were at 77.9% of budget \*\*Inclusive of trust fund donation and learning center loan payback. These extra funds will be re-distributed in the future and will be reflected in future general fund balances. Andy proposed a future reorganization of finance data to include assets and liabilities accounting to better reflect the actual income and expenditures of the church.
  - c. Extrapolating through the end of year suggests a minimal deficit (\$60,000 deficit budgeted).
  - d. Building Fund - Motion to transfer \$7,816 from Building Fund to Learning Center for church upgrades made by Todd Rothermel, Seconded by Marty Hauser. Approved unanimously.
  - e. 2026 Budget planning time is here. Please submit 2026 budgets to Ed by October 31, 2025. Need to review 2026 budget for November Council meeting.
  - f. Credit Card Policy and Procedure document - still under review, tabled. Learning Center will be applying for a credit card with a \$2500 limit.
  - 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.
  - h. Bookkeeper interviews to be scheduled by Ed with other members of the Finance committee to attend interviews as available.
9. Unfinished Business and Prior meeting Action Items
  - a. Ongoing Actions:

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1. Property (Marty)
  - a. Sanctuary A/C project – Fall 2025, ~\$80,000. Available funds for the project:
    - i. Building Fund - \$17,000
    - ii. Endowment Loan - \$56,000 holdback from recent bequest
    - iii. Capital Campaign Fund - \$15,000+
  - b. Cleaning contracts - Jen Boyer does not want to take over Learning Center cleaning job. Ron Fagely (Property Committee liaison) is looking into other cleaning companies.
2. Learning Center (Todd)
  - a. Status Update
    - i. DHS certification in progress - they're only open for preschool until certification is completed.
    - ii. Appeal for donations
3. Food Ministry Board (Todd)
  - a. Pounds of produce harvested 4570 lbs through September 13
  - b. Number of volunteer hours worked 890 hrs through September 13
4. Reconciling in Christ Update
  - a. Statements approved at Special Congregational Meeting on October 12.
  - b. Reconciling in Christ next steps per team is to complete the application.
5. 325th Anniversary Committee update - nothing to report
6. Pastor Retirement Activities (Yvonne) - nothing to report
7. Constitution Bylaw/Continuing Resolution updates (Andy)
  - a. Constitution review - most recent edited document from 10/16/25 reviewed by Council.
  - b. Timeline for ratification:
    - i. Synod needs to approve changes first.
    - ii. Then changes are approved by the Council.
    - iii. Then the revised document is presented to the Congregation.
    - iv. Ratification required over two congregational meetings
8. Transition Committee (retirement - 12/31/2025) (Monique)
  - a. Transition Team meeting 10/19/25 to review and revise the Ministry Site Profile for submission to the Synod.
9. Communication Manager
  - a. Proposal - Part 1 (\$1000) - gap analysis underway
10. Organ refurbishment project
  - a. Steve Eisenhart presented information to Council on the proposal and bid package for 1. Replacement of the Console, 2. Various maintenance items (needed every 50 years), 3. Tonal corrections, and 4. Digital sound additions

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to the organ.

- b. Patrick Murphy bid (18 weeks to do work) \$206,000, plus \$65,000 for digital sounds.
- c. Emery Brothers bid (offered to loan us an electronic organ) Still waiting for a bid to come in.
- d. Anonymous Donor has offered to fund \$250,000 of the project
- e. Steve will review bids with Donor, and then present final findings again to Council.

11. New chairs and tables for SLC wing - \$3,000 approved, need to be ordered (Todd)

10. New Business

- a. Cemetery Board recommendation to rescind the November 17, 2016 Council motion allowing balloonists to launch from the church property and modify it to remove the statement of "field between the cemetery lots and minister creek". The revised motion would be "to allow balloonists who have provided valid proof of insurance to launch from the ball field or the adjacent field off the parking lot, at their discretion". Motion: Todd Rothermel, Seconded: Marty Hauser. Yeas: 0, Nays: 7, Abstentions: 1 Motion did not carry
- b. Motion to approve Robin Fatzinger as replacement for Jeff Wise on the Endowment Committee : Todd Rothermel, Seconded: Yvonne Peto. Approved unanimously.
- c. Yvonne Peto made a motion to approve John Sander as a new member of the church. Seconded: Scott Geiser. Approved unanimously.

11. Correspondence - none

12. Congregational Feedback - need for the congregation to make visitors feel more welcome. Need for a welcoming committee - perhaps merge efforts with the RIC team. One of the Youth thanked Nikki for her support after the Congregational meeting.

13. Upcoming Events

- a. Council pictures for New Hanover Horizons (Barb Eisenhart) - Oct 19th 8:15
- b. Pastor's Sunday's off:
  - i. Nov 9 (swapping pulpit with Dr. Kruger)
  - ii. Nov 23, 30
  - iii. Dec 7

14. Council Highlights

- a. Finance continues to monitor the 2025 Annual Budget against actuals. The total income at the end of September (75% of the year) was at 111% of budget (77.6% offerings to budget) and expenses were at 77.9% of budget. It should be noted that there were several recent large donations and a bequest which has yet to be distributed per policy – these funds are currently in the General Fund and skew the total income percent above. Next month financials should

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reflect a more realistic view of income year to date.

- b. Finance, based on recent unexpected donations, is projecting the 2025 budget deficit to be minimal (current budget was approved with a ~\$60,000 deficit built in). Thank you to those who contributed in support of this deficit reduction.
- c. The approved 2025 General Fund budget is still a *deficit* budget of ~\$60,000. In order to continue eliminating the deficit (or have surplus going into 2026), 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 and for 2026.
- d. The 2025 Council has 9 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.
- e. The NHEL C Constitution has been under review and revision by the Council (Thank you Andy Van Dyke and Harry White!). The larger ELCA modifications/amendments are in place and significant changes to the by-laws and continuing resolutions have been made to better reflect how NHEL C is organized and functions. The Constitution is in review by the Synod at this time. Because of the changes to the Constitution and By-laws it will require congregational ratification over two congregational meetings. Watch for informational sessions to be scheduled in November and/or December to review the changes.
- 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, NHEL C 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. Next Council meeting (open to all members) is scheduled for November 20, 2025 at 6:30 p.m.

15. Next Council Meeting: Thursday November 20, 2025 at 6:30 p.m.

16. Adjournment (10:48 pm): Motion: Scott, Seconded: Ed, Approved Unanimously.

17. Lord's Prayer