

**St. John's Lutheran Church Council Meeting Minutes
October 16, 2018**

Members Present: President Melissa Westrick (arrived 7:40PM), Vice President Kathi Bokano, Secretary James Inman, Appointed Treasurer Kelly Barhorst, Alison White, Joe Tinson Sr., Paul Meteyer, Chris Snooks, Pastor Roger Facione, Licensed Lay Minister (LLM) Enoch Carlton

Members Absent: Council Treasurer Emeritus Kim Dennis

Guests: Gayle LeClair, Roger Bokano, and Krista Teschler

AGENDA ITEMS

Call to Order: 7:00PM, by Council Vice-President Kathi Bokano. Kathi informed the Council that Council President Melissa Westrick was detained and would join the meeting later.

Opening Prayer: Pastor Roger Facione started the meeting with a prayer, "Christian Pumpkin"

Minutes from the September 18, 2018 Church Council Meeting were reviewed. Corrections were made regarding St. John's response to the ELCA Disaster Relief response to the hurricanes. The minutes were changed to state that St. John's will be providing \$1,500.00 (\$500.00 from MCREST Fund and \$1,000.00 from Good Samaritan Fund) in addition to what the Congregation donates.

Paul Meteyer made a motion to accept the amended September 18, 2018 Church Council minutes with support from Kelly Barhorst. Motion passed unanimously.

Pastor Report (written and verbal discussion) Pastor Roger Facione presented his report.

- **Visitations-** Pastor Roger made visitations to Russell Dusett (3 visits), Norb Hageman (3 visits), Julie and Jim Lind (1 visit), Dee Inman (1 visit), Marie Johansson, and Diane Hinz (2 visits).
- **Planned Weddings-**
Scott Lindsey/ Stephanie Hasenauer-Jones- Saturday 11/17/2018
Dave LaPointe/ Allison Meteyer- Saturday 11/24/2018
- **2019 Sunday Worship Ministry Coverage**
Pastor Roger informed the Council that he and Minister Enoch have arranged the proposed 2019 Worship schedule so Minister Enoch will be leading worship on January 20, 2019. After that, Minister Enoch will be leading Worship on the last Sunday of each month in 2019: February 24, March 31, April 28, May 26, June 30, July 28, August 25, Sept 29, Oct 27, Nov 24, and Dec. 29, 2019.

- **Annual Church Retreat**

The Annual Church Retreat will be October 20th from 9AM-2PM. Pastor Roger presented the agenda based on the discussion held at the September 2018 Council meeting and the review between Council President Melissa Westrick, Council Vice President Kathi Bokano, and Minister Enoch Carlton. The Retreat will review the Goals of St. John's Two-Year Plan and discuss progress made and which issues/tasks remain. During the Retreat attendees will discuss any revisions to the plan they feel are needed.

Annual Church Retreat Agenda and those leading the discussion areas:

9AM- Welcome/Introductory Remarks- Melissa Westrick.

9:10AM- Gathering Devotion- Pastor Roger.

9:30AM- Goal 1 Member Care- Gayle LeClair and Debb Carlton.

10:15AM- Goal 2 Youth Ministry- Christian Education Committee and Minister Enoch.

11:30AM- Goal 3 Sunday School/ Confirmation Class- Christian Education Committee and Minister Enoch.

Noon- LUNCH

12:30PM- Goal 4- Ecumenical/Inter-Faith Ministry- Minister Enoch and Pastor Roger.

1 PM- Goal 5- Video Technology in Worship- Roger Bokano and Worship & Music Committee.

1:50 to 2PM – Closing remarks/Prayer- Melissa Westrick

- **2018 Veterans Day Sunday**

Pastor Roger reviewed the plans for Veterans Day Sunday Worship. This had been discussed at the August Committee night and the August Council Meeting. Patriotic music and a special call to worship have been selected which will include:

“To the Color” played by Jamie Inman on his cornet.

The Pledge of Allegiance

Special Music- Sung by Roger Bokano

Special Prayer Litany- Led by Pastor Roger

Special Gathering Song- “The Star Spangled Banner”

Pastor Roger asked if we should consider anything else for the service.

- **Anchor Bay Ministerial Assoc.**

Minister Enoch attended the Anchor Bay Ministers group the week Pastor Roger was away. He shared with the group that St. John's would host the November 28th Noon lunch meeting of the ministers. The Council at the September meeting agreed to extend the offer and the group accepted it. Pastor Roger, as the date gets closer, will get an idea on the number of people attending. He will coordinate with Council President Melissa Westrick to plan the luncheon.

- **Advent/Christmas Devotional Materials-** Pastor Roger informed the Council that the devotional materials for Advent and Christmas, which were approved by the Council, have arrived.

- **Interest in St. John's-** Pastor Roger informed the Council that the Hirschberger family is considering joining St. John's as members.

A motion was made by Joe Tinson Sr. to accept Pastor Roger's report, the 2019 Ministry schedule, and the Church Retreat Agenda as presented. Paul Meteyer supported the motion. Motion passed unanimously.

Minister Enoch Carlton L.L.M. Report- Minister Enoch presented his report.

- **Visitations:** Minister Enoch went on visitations to Diane Hinz (once), Russell Dussett (2 visits, also planned visits 10/18, 10/25), Norb Hageman (2 visits, also planned visits 10/18, 10/25), Jim Penzien (once), Bob and Mina Abbey (once), Jim and Julie Lind (once), Marie Johansson (9/24).

Scheduled visits are planned: Dee Inman (10/19), Marge Eick (10/19), Clarence Huwe (10/19), and Marie Johansson (10/25).

Minister Enoch reported the members he visited are doing well. He thanks Christine Snooks for the delicious cookies. The members visited extend their gratitude for the gift bags for keeping them informed of their church.

- **Youth Ministry Representative-** Kyle Larsen, St. John's Youth Ministry Representative, was not present for the Council meeting but prepared the following report for the Council:

Youth Fun Day- A Youth Group Fun Day of Putt-Putt Golf at World's Finest Custard was held on Wednesday, September 19th and was a lot of fun. Along with the putt-putt golf, many enjoyed the delicious custard and some even learned how to "curtsy".

Upcoming Events- The next Youth event is scheduled for Wednesday, October 24th at ABC Magic Shop. Participants will see and learn some magic tricks. The cost is only \$7.00 per person which includes a magic trick to take home, pizza, and pop. All are welcome.

- **For the Good of the Church from Minister Enoch-** Minister Enoch reported that on Wednesday, September 26, he attended the Anchor Bay Ministerial Alliance meeting at the Village of East Harbor. The meeting opened with a presentation by East Harbor staff members announcing their newly renovated facility. They shared with the group the different types of recovery therapy that is available and explained they are willing to visit our church to present what they offer. The rest of the meeting was for the group to share updates of their ministries. Minister Enoch shared with the group St. John's plans for Youth Supported services. The group was excited for this opportunity for youth to participate.

A motion was made by Chris Snooks to accept Minister Enoch's report and Youth Representative Kyle Larsen's reports. Kelly Barhorst supported the motion. Motion passed unanimously.

Financial Report- Appointed Council Treasurer Kelly Barhorst informed the Council that due to the preparations of the budget presentation for the November Congregational Meeting the financial reports are not available at this time.

Committee Reports

Member Care Committee-

Gayle LeClair presented the Member Care Committee Report from October 14th.

Prayer Shawl Committee- The Prayer Shawl Committee did not distribute any shawls in September.

Coffee Hour- Sunday coffee hours have individuals volunteering through November.

Active and Inactive Membership Directory- Work on the new Active and Inactive Membership Directory has been completed. The Committee plans to distribute the directory around the congregation for a few Sunday mornings on a clip board so that each congregation member can check the information we have for them and insure all is correct. Work continues on the historical directory. Diane Schulz has agreed to meet with Tim Steffens in order to use her ability to read and speak German to translate our older records into English.

The group working on the New Member Orientation/Shepherding project continues to develop a program. Several ideas were discussed with the Committee. Krista Teschler and Jamie Inman plan to work on a computer program presentation.

Member to Member Outreach – Two get-well cards were sent in September

Member Recognition Luncheon- The group discussed the successful Member Recognition Luncheon and agreed to make the luncheon an annual event following the yearly outdoor service. The group suggests the event be held next year on September 15, 2019; Jamie will discuss that with Pastor Roger.

Member Care Bulletin Boards- Soon it will be a year since the Member Care Bulletin Boards were established. In order to insure we have room as more items are being added each week, we will begin to remove items that were placed there one year ago. A scrap book/ picture album will be established and kept in the Parlor as items are removed from the bulletin boards. Also, as cards are removed from the bulletin boards they will be kept for a time to display them.

Advent Service- On December 2nd at 4:45PM, before the Advent service at 6PM the Member Care Committee will host a soup and salad gathering in the Educational Building. Debb Carlton and Nancy Steffens will coordinate this event with members of the committee providing the salad and soup.

Holiday Child Care- Debb Carlton and Krista Teschler will be offering a Holiday Child Care service in the evening on Friday, November 9th and Friday, December 7th. On those dates parents may leave their children, for a couple hours, in order to Christmas shop or just take a break from busy holiday preparations. They will coordinate with the Confirmation Class to provide help. Snacks, games, movies, etc. will be offered. The event will be advertised shortly.

Winter Meetings- Krista Teschler will take minutes for the next few months so Debb Carlton will be able to lead the meetings while Gayle LeClair is away.

Meeting adjourned at 9:50AM with the Lord's Prayer. Next meeting will be November 11, 2018.

The Council discussed the Holiday Child Care service. The calendar was checked and November 9th and December 7th are available. A list will be made for those dropping off their children: contact information, waiver, list of medications, permission to take action in the event of an emergency will be included. The ages will be 3 years old to 12 years old. And, the time will be 6PM-9PM. A First Aid kit will be available. It was also suggested this could be a Mission Project for Confirmation Class.

A motion was made by Chris Snooks to accept the Member Care Committee report and the Holiday Child Care proposal as discussed with Council. Paul Meteyer supported the motion. Motion passed unanimously.

Nominating Committee Report: The report from the Nominating Committee (Gayle LeClair, Shirley Tinson, and Alison White) was presented to the Council. All individuals whose terms were expiring were contacted as to their intention to run for another term on Council.

Melissa Westrick chose not to run for Council President but will run for Vice President.

Kathi Bokano chose not to run for Council Vice President, but will run for Council President.

Kelly Barhorst will run for her first term as Council Treasurer.

Alison White chose not to run again.

To keep the President and Vice President's terms from expiring at the same time the Nominating Committee recommends Melissa Westrick's term be for one year with that year not counting towards her limit of six years on Council. Kathi Bokano's term will be a two year term. Kelly Barhorst will be running for her first term on Council. The months Kelly spent on Council were as an appointed position so that time will not count towards her six year limit on Council. Krista Teschler agreed to run for the vacant position on Council as a two year term (January 1, 2019-December 31, 2020).

Individuals running for positions on the Endowment Committee are: Paul Meteyer, Ron Custer, Stephanie Hasenauer-Jones, Shirley Tinson, and Jason Bokano

To keep the terms of the Endowment Committee from expiring at the same time, the Nominating Committee recommends the following:

Paul Meteyer- One year term (January 1, 2019-December 31, 2019). Paul agreed to run to provide continuity to the Endowment Committee since all the other elected members' terms have expired.

Shirley Tinson and Jason Bokano- Two years (January 1, 2019-December 31, 2020)

Ron Custer and Stephanie Hasenauer-Jones- Three years (January 1, 2019-December 31, 2021).

A motion to accept the Nominating Committee's Report was made by Joe Tinson Sr. with support from Kelly Barhorst. Motion passed unanimously.

The Council made note to include the date (November 11th) and time (after 10:15AM Worship Service) of the November congregational Meeting in the announcements

Budget Committee Report- The Budget Committee met on September 17 and 25, and October 2 and 8 2018 to prepare the 2019 Budget. The Committee was also tasked to consolidate several accounting line items, develop a Memorial Policy, and the disposition of existing Memorial Accounts. Kathi Bokano and Kelly Barhorst explained the changes for the 2019 budget.

The proposed Memorial Policy was discussed by the Council. A letter and a form have been created for families to use. After some discussion regarding who would discuss Memorials with families, the Council decided to approach the Endowment Committee sometime in January 2019 to see if they would be willing to handle those discussions.

St. John's salaried employees (Choir Accompanist, Choir Director, Church Secretary, and Musician) will receive a 2% raise. The Church Musician's contract needs to be revised; Camille Miller has been graciously giving her time for the second service and she needs to be compensated for that service and the special services she plays for.

Kelly Barhorst recommended to the Council to consider a secure remote access program so church work can be done from the home when need be. She also wants to work on using Church Windows software to its fullest potential to benefit St. John's, including a password program.

Kathi Bokano discussed the Budget Committee's recommendation that Minister Enoch be paid for the times he covers for Pastor Roger when Pastor Roger is away on vacation, etc. The suggestion is \$50.00 per day x 10 days = \$500.00. That would be retroactive for this year and included in the 2019 budget.

Pastor Roger explained that when a church has a Full-Time Pastor that Pastor usually arranges with another Pastor to cover those times. Then the Full-Time Pastor, who was

away, would cover for that other Pastor at a later date. No money is due in that scenario.

The details of the 2019 Budget Recommendation are included in the report provided to Council and attached separately with these minutes.

A motion was made to pay Minister Enoch \$500.00 (\$50.00 per day x 10 days) retroactively for his time cover Pastor Roger's absence and to include that calculation forward in the 2019 Budget. Motion by Chris Snooks with support from Joe Tinson Sr. Motion passed unanimously.

A motion was made to pursue the "computer login software" providing secure passwords and remote access. Motion by Joe Tinson Sr. with support from Chris Snooks. Motion passed unanimously.

A motion was made to accept the Budget Committee's Report, Recommendations and Proposed 2019 Budget and send the items to the November 11, 2018 Congregation Meeting. Motion by Joe Tinson Sr., support from Jamie Inman. Motion passed unanimously.

Piano/ Clavinova Discussion: Roger Bokano informed the Council on some pricing to replace the piano (used in worship) and the clavinova (used for the choir). Both instruments need to be replaced- tuning is difficult, keys are failing, the piano's soundboard is cracked. The clavinova is over 20 years old.

There was discussion among the Council and question- do we need both instruments, would a piano serve both worship and the choir? Roger explained the clavinova can provide digital, pre-recorded music and backing for the choir. The piano provides the full sound for singing hymns in worship. He recommends replacing both instruments.

Roger provided quotes of \$6,500.00 for an upright piano (made in China) and \$7,000.00 for a German made piano. He suggested we concentrate on replacing the piano first and consider the clavinova replacement later.

A motion was made to discuss replacing the piano first with the congregation. Motion was made by Kathi Bokano with support from Melissa Westrick. Motion passed unanimously.

Motion to adjourn at (9:30PM by Jamie Inman, support from Paul Meteyer. Motion passed unanimously.

Minutes submitted by Jamie Inman

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