

## TRINITY LUTHERAN CHURCH

### Camp Hill, Pennsylvania Minutes of Congregational Council Meeting September 10, 2018

The meeting was called to order at 7:00 pm by President Dave Maser. The following council members and staff were present:

Jon Andrews, Pastor Brock, Dan Drury, Pastor Frey, Pastor Horner, Keith Huntzinger, Steve Kauffman, Jay Killian, Barbara Kriebel, Dave Maser, Ellen Ney, Mike Schwalm, Anne Stafford

Opening devotions were led by Steve Kauffman.

**MOTION: Absences** Jon Andrews moved to excuse Mike Finio and Charlie Suhr per their requests. Motion carried.

Recognition of Visitors: None

**MOTION: Minutes** Steve Kauffman moved to approve the minutes of the June 11, 2018, meeting. Motion carried.

Staff Reports: Reports are on file for Pastor Horner, Pastor Brock, Peter Fox, Paul Hensel, Tim Koch, and Debbie Wilson.

#### Pastor Horner addition to his written report:

The President and Treasurer of The Children's Center: Churches Affiliated Child Care (CACCC) met with Pastor Horner to discuss re-establishing a relationship with Trinity. When the organization was started in the 1970s, Trinity was instrumental in its creation. Trinity has not financially supported the organization for many years, as recommended by the Social Ministry Team, and the organization continues to be successful. Mitzi Jones, the current Social Ministry Chair, and Pastor Horner discussed re-establishing the relationship. The Social Ministry Team does not favor a re-establishment of the relationship, and the Council supports their decision. Pastor Horner will send a letter to CACCC to inform them that Trinity is grateful to have been instrumental in forming this entity, but now that the organization is fully functioning without Trinity's involvement, we don't believe it's necessary to re-establish a relationship.

Pastor Horner encouraged all Council members to attend and assist with the stewardship event to be held on October 13, from 8:30 a.m. - 11:00 a.m.

#### Pastor Brock addition to his written report:

Pastor Brock attended the retirement ceremony of Rear Admiral Jon Yuen, a long time Trinity member. Pastor Horner attended also.

Pastor Brock spoke to Stephanie Mauer about what he said about her during his sermon on September 9. Stephanie thought it was humorous and laughed.

#### Pastor Frey

Pastor Frey is working on her installation, which is scheduled for Sunday, October 21, at 4 p.m.

#### President's Report

Dave Maser asked Barbara Kriebel to contact the past council presidents to create a nominating committee.

Dave was approached by the Missions Committee about placing Always Being Made New envelopes in pew pockets in the nave and on the tables in fellowship hall. There was discussion about when this initiative was started, when it will end, and how the funds are being used.

**MOTION:** Mike Schwalm moved to allow the Always Being Made New envelopes to be placed in the nave and fellowship hall until the end of the campaign next year.  
Motion carried.

Dave reported that the Kairos/Capital Appeal Leadership Team has received requests from members who wish to designate where their capital appeal pledges can be used. The committee discussed and believes it would be cumbersome to do this. There was discussion about allowing memorial gifts to be made that would not be used for sanctuary renovation. It was suggested that the committee thank members who wish to earmark their contributions and ask them if they would agree to have their requests revisited at a later time when it's clear what the capital appeal will be funding.

Dave reported that Sarah Fogg stepped down from Youth Committee and has been replaced by Rob Reed.

Petitions and Communications: None

#### Committee/Team Reports

- Finance Committee - Keith Huntzinger informed council that actual giving is \$29,000 below projection, not \$21,000 as reported. In May we were about \$6,000 behind. Attendance appeared to be lighter throughout the summer but seems to be improving since Labor Day. Pastor Horner provided data on attendance, as follows: June through August, attendance was 97% of attendance compared to last year. Traditional service was down by a larger percentage. Saturday service was up 8%; traditional down 12%; contemporary up 4%. Giving has historically been higher in the fall months, so we hope that continues this year.

Keith reported that the Jane Hess estate consists of her pension for 5 more years (\$414/month); condo with its mortgage; \$50,000 life insurance; and half of the residue of the estate. The Executive and Finance Committees have discussed the estate. It is recommended that \$300 from the pension amount be applied to the operating fund and the remainder to the music fund. With regard to the condo, we will receive it as soon as the mortgage is satisfied. The church must reimburse the estate for the mortgage balance. The church will take title, insure the condo, pay home owners fees, and other expenses until the condo is sold. Outside counsel has been hired to assist. A congregation meeting should be held as soon as possible to inform members that we are treating this like all other gifts, i.e. to sell the condo at fair market value with proceeds to benefit the church.

- Administrative Committees
  - Treasurer's Report – Keith Huntzinger's report is on file
  - Administration and Personnel – No report
  - Property – Charles Suhr's report is on file
  - Strategic Planning Committee – Bob Frymoyer's report is on file
- Ministry Teams
  - Arts - No report
  - Educational Ministry – No report
  - Fellowship – Kathy Holmes' report is on file
  - Hospitality - No report
  - IT/AV – No report
  - Missions – Mary Ellen Hettinger's report is on file

Parish Ministry – No report  
Publicity and Communications – Danelle Andrews' report is on file  
Social Ministry – No report  
Stewardship – Dave Maser's report is on file  
Worship Ministry – Jane Killian's report is on file  
Youth Ministry – No report

Preschool Play Group Task Force - Jon Andrews' report is on file

Webmaster - Jeff Weaver's report is on file

Kairos/Capital Appeal Leadership Team - Jay Killian reported that he believes the appeal has received most of the pledges that will be made to this point. There may be another \$300,000 pledged, but no commitments have been received. Phase 1 of the appeal needs to be adjusted to meet the financial goals. There will be an opportunity to re-start the appeal after Phase 1 has been completed.

Dave Maser discussed the formation of a committee to analyze how the appeal funds can be applied to the Phase 1 projects. The committee would determine what design work should be completed, negotiate project financing, and present recommendations to council for approval. Four to five groups have been involved in the appeal up to this point, and members of these groups can be used to form the new committee. The process would include receiving an estimate from Kairos, review by the Finance Committee, providing a final budget amount to the committee, and communicating results to the congregation.

Actionable items:

**MOTION: Jane Hess estate** Steve Kauffman moved to proceed as follows with the Jane Hess estate: distribute the pension as outlined, take title to the condo, insure the condo, pay home owners fees, etc., obtain a fair market analysis, sell the condo at fair market value as soon as possible, and hold a congregational meeting. Motion carried.

**MOTION: Forming a Building Committee** Steve Kauffman moved to form a committee to complete design work, receive an estimate from Kairos, negotiate project financing, submit proposal to the Finance Committee for review, present recommendations to council for approval, provide a final budget amount to the committee, and communicate the results to the congregation. The committee would be named the Capital Appeal Allocation Committee or another appropriate name. Motion carried.

**Motion: Adjournment** Steve Kauffman moved to adjourn. Motion carried.

The meeting was adjourned at 8:15 pm, and the council members prayed together the Lord's Prayer.

Ellen Ney, Secretary