

# Trinity Lutheran Church

## Camp Hill, Pennsylvania Minutes of Congregation Council Meeting

September 8, 2020

**(Due to Corona Virus outbreak and state issued 'stay at home' order this meeting was held via video conference using the Zoom platform)**

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

Pastor Horner	Jon Andrews	Debbie Savidge	Mike Akers
Pastor Brock	Serena Fedor	Matt Bingaman	Dave Rupnik
Pastor Frey	Peter Glenn	Angie Clark	Rob Bertram
Charlie Suhr	Daryl Ackerman		

Opening devotions led by Debbie Savage

MOTION: Absences: Jon Andrews moved to approve the absences of Ellen Ney

Recognition of visitors:

MOTION: Minutes Dave Rupnik moved to approve the minutes of the Aug 11, 2020 meeting as modified. Motion carried.

Staff Reports: Reports are on file for Pastor Horner, Pastor Brock, Pastor Frey, Tim Koch, Peter Fox, Debbie Wilson, Kelly Falck, and Stephanie Maurer, Paul Hensel

Pastor Horner written report is posted: - nothing to add.

Pastor Brock no written report is posted: He expressed thanks for council and our congregation for condolences on the passing of his mother and our member Jessie Brock. He noted that his August sabbatical was successful, and he will post a report soon.

Pastor Frey written report is posted: - nothing to add.

President's written report is posted: He noted in an update on the building project. Phase 1 improvements for the second floor-preschool area are nearly complete. Phase 2 plans have been submitted to Camp Hill Borough for code review and are still under review. Hope to have comments back from codes in the next week or so.

Vice President Fedor written report is posted: - nothing to add. She highlighted she has a faith formation team meeting coming up to engage families in the congregation.

Petitions and Communications:

- As we begin in-house worship, council members will not be required to fill the head greeter role. **Ushers will handle the offering at this time.**
- Begin discussions on council nominations 2021
- 2021 budget preparations

Committees and Teams Reports:

## Administrative Committees:

### Executive Committee Reports:

#### Treasurer's Report and Finance:

Finance: Daryl Ackerman's: Report is on file. nothing to add.

Appeal Finance Subcommittee: Bob Frymoyer - Report is on file.

Investment Subcommittee: Keith Huntzinger - No report on file

Administration and Personnel: Peter Glenn, Chair – Report is on file. he highlighted that A&P is working on a form of recognition for Daniel Andrews and Jon Lobaugh

Property Committee: Jon Andrews report is on file. Nothing to add except to highlight action items on the agenda

- 1959 market street (parsonage) property taskforce update by Mike Akers.
- In discussions with the Synod office as being a long-term tenant

Strategic Planning: Bob Frymoyer' s report is on file.

Building Planning team – Charlie Suhr, facilitator – Charlie gave an update during his president's report

## Ministry Team Reports:

Appeal Awareness Team: Rick Sten - Report on file

Arts: Mary Haar, team lead. No report on file

Community Outreach Ministries: Mitzi Jones, team lead, Report is on file.

Faith Formation: Serena Fedor, team lead. - No report on file

- Preschool Taskforce/ Board – No report on file

Fellowship: Rich Sten, team lead. report is on file.

Give Serve Lead: Mike Schwalm, team lead - No report is on file.

Hospitality- vacant

IT/AV: Jon Lobaugh, team lead - No report

Missions: Mary Ellen Hettinger, team lead. Report is on file.

Publicity and Communications: Danelle Andrews, team lead. Report is on file.

Safety Team: Ron Stern, team lead

Worship Ministry: Jane Killian, team lead. Report is on file

Youth Ministry: Tom Stank, team lead. No Report on file

Webmasters – Report on file

Actionable items:

**MOTION:**

Dave Rupnik proposed for Trinity Lutheran Church to move forward with a letter of intent, to enter into a long-term tenant agreement, for not less than 10 years, on our 1959 property with the Lower Susquehanna Synod.

Matt Bingaman second.

Discussion ensued. Motion passed.

**MOTION:**

A&P moves to approve the job description for a part-time (10-15 hours per week) sexton. Jon Andrews seconded.

Discussion ensued. Motion passed.

**MOTION:**

A&P moves to approve the job description for a part-time (10 hours per week) Director of Technology. Dave Rupnik seconded.

Discussion ensued. Motion passed.

Discussion ensued. Motion passed.

**MOTION:**

A&P moves to approve the job description for the Director of Administration and Property including additional compensation for the expanded position. Aggie Clark seconded.

Discussion ensued. Motion passed.

Discussion ensued. Motion passed.

**MOTION:**

Finance moves to approve funding the positions of Part-time sexton and Director of Technology for 2020. Jon Andrews seconded

Discussion ensued. Motion passed.

**MOTION:**

Finance moves to authorize expenditure from MIRA not to exceed \$6,500 to Houck for repair for the chimney. Jon Andrews seconded.

Discussion ensued. Motion passed.

**MOTION:**

Finance moves to spend no more than \$28,000 from MIRA for the purchase and installation of air purification units by Thermotech. Dave Rupnik seconded.

Discussion ensued. Motion passed.

The chair reported that funds for pre-school payroll were included in the PPP loan application to maintain Trinity's overall payroll. The pre-school has not yet been reimbursed for the payroll amount expended and has a current deficit of \$8,466.

**MOTION:** Finance moves to immediately transfer up to \$29,000 PPP Loan funds to Trinity's Preschool. Mike Akers seconded.

Discussion ensued. Motion passed.

Informational items:

1. Council President is requesting all committee chairs to compile a list of their committee members along with the amount of time each member has served on that committee.
2. Re-visit what our constitution says about term limits and discuss how we implement this policy going forward.

Mike Akers moved to adjourn.

Comments for the good of the order

The meeting was adjourned at 8:25 pm and the council members prayed together the Lord's Prayer.

Steve Kauffman, assistant to the secretary