

**Church Council Meeting**  
**October 16, 2023**  
**Minutes**  
**Faith Lutheran Church**

**Call to order:** The meeting was called to order at 6:59 p.m. by Lorelee Daily, president.

**Attendance:** Kim Kennedy, Tom Peyton, Lorelee Daily, Dana Singer, Pastor Jean, Lori Ashenfelter, Darryl Anderson, John Reyes, Wendy Gajarsky, Em Antal

**Excused:** Karen Skerlong

**Guest:** John Weisend

**Devotions:** Pastor Jean

**Review of the Minutes**

Dana motioned to accept the September 18 minutes; John seconded the motion. All were in favor. Motion passed.

**Staff Reports**

- Treasurer

September revenue was down \$14, 279 from September 2022. YTD deficit of revenue is \$48,000. Also, YTD expenses are up \$27,000. YTD budget deficit is \$38,491. We moved \$250,000 into an 11-month CD and were able to take advantage of the increased rates on Money Markets being offered. Dana motioned to accept the treasurer's report for review; John seconded the motion. All were in favor. Motion passed.

- Pastor Jean Hansen – submitted.
- Eric Jezewski – submitted.
- David Simpson – submitted.

**President's Report** – submitted.

**Old Business**

- Formation of Sexual Abuse Response Team (SART) – Dana Singer  
Church Mutual indicated that the make-up of the Team detailed in their "Keeping Kid's Safe" document template is flexible; the most important issue is that a Team be formed and church leadership be represented on it. The Council decided that the Team should include 4 people: a Church Council member who has at least two years left in his/her term, the Preschool Director, and two other church members. Dana motioned to appoint Lori Ashenfelter, Linda Weigand and Dineen Dowling to the SART; Kim seconded the motion. Another member will be sought. All were in favor. Motion carried. John will assist in making the change to the written policy. The team will meet to put a plan in place.

- Decision concerning hiring a security consultant (Dimoff/Oliver) – Lorelee Daily Tom moved to repeal his motion to hire Timothy Dimoff of SACS Consulting & Investigative Services, Inc. for a security analysis; Dana seconded the motion; 8 members approved, 1 opposed, Wendy Gajarsky abstained. Motion passed.

Council discussed hiring Oliver Investigations for an expert, non-biased analysis, that broadened the view to include reviewing safety for preschool and Sunday morning worship. Lorelee motioned to hire Oliver Investigations to do a security analysis of our building, for not more than \$1,020; Dana seconded the motion; 8 members approved; Wendy and John abstained. Motion passed.

- Budget process for 2024 – John Weisend

**Changes:**

1. Add \$20,000 for B&G Roof Inspection/Repairs
2. Adjust substitute pastor from \$1,700 to \$1,800
3. Move Prayer Shawls to Outreach as their own line item.
4. Add \$1,500 under Finance for ongoing security fees.

Uncommitted funds in the Memorial Fund are \$63,000 as opposed to \$9,937.86, listed in the September Treasurer’s report.

- Update on Preschool LLC process – John Reyes  
Following council’s approval of forming an LLC for the preschool, attorney Nate Fulmer and Dineen discussed the action plan, with the goal of commencing operations as LLC, beginning January 1, 2024.

**New Business**

- New “Combined” Staff Position, preschool custodian/set-up – Pastor Jean  
Pastor Jean and the Staff Support Team recommended this new staff position due to the need to update the current Set-up Coordinator’s job description, the request for 5 additional hours per week for the Preschool Custodian and the anticipated resignation of the current Preschool Custodian. The new position would be for 12 hours a week, at \$15/hour during the school year and 2 hours per week during the summer. When the preschool is in session, it would require the individual to come in between 4 p.m. and 10 p.m., to clean the preschool rooms and set up tables and chairs for any congregational meetings/events; hours are primarily during the week, but with occasional weekend tasks. Pastor Jean motioned to create a new combined preschool custodian/set-up staff position; Em seconded the motion. All were in favor. Motion passed.

Pastor Jean said that regular visitor Yaw Frimpong, a recent immigrant from Ghana, did custodial work and has a green card. She asked if there were any objections from council to her telling him about the job. There were no objections.

- Report from the Nominating Committee  
The team has the acceptance of nominees for all committees except for Council. The Council needs 3 nominees. Wendy has agreed to serve a second term. They have had four negative responses and are waiting for a response from someone.

### Ministry Area Reports

- Care and Nurture: *Wendy Gajarsky*
  - ✓ Soup Supper, November 10
- Communications: *Lori Ashenfelter*  
David Nevergall and the Digital Ministry Task Force continues to meet with groups.
- Celebration and Memorial Courtyard: *John Reyes*
  - ✓ Reminder to choose liaison at Council Retreat in January.  
Report attached. Next meeting is November 1.
- Faith Endowment: *John Reyes*  
Report attached. There is \$5,206.50 available for qualified grant requests.
- Growth and Learning: *Em Antal*
  - ✓ FaithKids and Jr. Youth are running smoothly. The Jr. Youth will begin a service project – collecting and counting coins for the ELCA Good Gifts.
  - ✓ Hannah Kozee and Sarah Courtney are leading a Bible Study on Thursday mornings.
- Ministry/Staff Development: *Kim Kennedy*
  - ✓ Staff reviews are in progress – each staff member has received a survey to complete and a copy of his/her job description. Team Leader Mark Watkins and a Team member will meet with and/or contact each person.  
Most staff surveys and reviews have been completed. Cost of Living salary increase of 4% will be recommended for all.
  - ✓ Three people are resigning from the Staff Support Team.
  - ✓ Beth Unk has attained 12 years of service and was eligible for 4 weeks of vacation beginning with her eighth year. No one realized this, and so she is eligible for four weeks of time off or cash compensation, which the Council approved. Pastor Jean will discuss this with her and ask which she prefers.
- Operations: *Darryl Anderson and John Reyes (Finance)*
  - ✓ Stewardship Team: Commitment Sunday, October 15; reminder: a completely new Stewardship Team will be needed in 2024.
  - ✓ New Property Team leader needed as of Jan. 1
  - ✓ Report submitted. The Property Team will meet on Oct. 28, and will include a walk-through of the building to make sure everyone is aware of important details, such as where shut-off valves are located. The team has been actively talking with people to fill Judy Vernon's role.
  - ✓ Beth Iacano interviewed five roofing companies with tile experience and recommends proceeding with The Kozlowski Co. for \$3,555, to replace the 5 "bibs" with tiles & to inspect/scope the other roofs. The work can be done before the end of the year. Tom motioned to accept The Kozlowski Co.'s

proposal for repairs and inspection; Darryl seconded the motion. All were in favor. Motion passed.

- Outreach: *Loralee Daily, Tom Peyton*
- Preschool: *Karen Skerlong*
  - ✓ The 40<sup>th</sup> Anniversary Celebration was held on Oct. 14. Preschool Board meeting minutes submitted.
- Worship: Dana Singer
  - ✓ Combined service at 9 a.m. on Nov. 19 – Annual Meeting
  - ✓ Combined service at 10 a.m. on Sundays, Dec. 17 (Music Sunday) and Dec. 24 (Advent 4/Christmas Eve); also, 7 p.m. worship on Christmas Eve
  - ✓ Two services resume on Dec. 31
  - ✓ No Christian Education on Dec. 17, 24, 31
  - ✓ No Kinship Café on Dec. 24

Adjournment/The Lord's Prayer/Next Meetings: **November 6 and December 11 or 18, 2023**  
The next meeting is November 6. Our December gathering will be on Dec. 18.

John Reyes motioned to adjourn; Dana seconded the motion. All were in favor. Meeting adjourned at 9:07 p.m.

Submitted by Nancy Tobar, Council Secretary