

**The Lutheran Church of the Good Shepherd
Council Meeting
Minutes**

Meeting Date: 21 February 2017

Meeting Location: Room 202

In Attendance: Larry Burkhardt, T. Gordon Brown, Blair Fetzer, Pastor Greg Fetzer, Gail Fricke, Sallie Gartside, Sharlene Krause, Gina Miller , Chris Poling, Lauren Rein, Patty Resnik , Linda Ruese, Dave Stark, Virginia Polley

Topic		Action/Follow-up
Call to Order	Meeting was called to order at 7:00.	
Opening Prayer	Pastor Greg	
Council Introductions	Council members briefly introduced themselves to all by telling when they became members at LCGS and what positions they have served in.	
Devotional	Chris Poling	
Reports	See appended reports.	
Pastor's Report	Pr. Greg thanked Council for providing additional professional education funding. He currently is taking a Coaching class.	
President's Report and New Business	<p>Motion made and seconded to approve the January Council minutes.</p> <p>Chris is collecting donations for an ordination gift for Vicki Beilfuss from Council.</p> <p>Roof repairs can go ahead. The contractor who gave us the original bid has kept the quoted price the same, so as far as budgeting goes, the project can begin at any time.</p> <p>We have received an Eagle Scout project proposal from Evan Goemmer. Larry Burkhardt is working on a set of questions that would be asked of all Eagle Scout (or similar) project proposals, that would address how short and long term</p>	Motion approved

	<p>maintenance and future cost to the church would be addressed. These issues have caused problems in the past, and it was deemed reasonable that they should be addressed when proposed.</p> <p>The Ad-Hoc constitutional Committee needs additional members. Suggestions welcome!</p> <p>If anyone would like to recommend good candidates for the upcoming vacancies of Council Secretary and NCCS Board member, please let Council know.</p>	
Vice President's Report	<p>Remaining questions from inactive members being removed from the LCGS roster. Who will make the recommendations for:</p> <ul style="list-style-type: none"> • Parents who have no recorded attendance or giving but have children actively attending Sunday School? • 18-25 year olds on the roster? • Those over 70 who are marked inactive? 	<ul style="list-style-type: none"> • Gina will cross-reference the Sunday School roster • Gordon Brown • Caring Ministry
Christian Education	<p>NCCS has been unhappy with lack of clean up prior to Monday morning school day. Christian Ed will spread the word to Sunday School and youth groups.</p> <p>2017 VBS theme is "Hero Central" and will run the last week of June.</p> <p>Last day of Sunday School is June 11, 2017, the Sunday before Father's Day.</p>	
CLAS	<p>In response to insurance questions last month, the church assumes liability for members driving others to worship or other church functions unless the driver is known to have a bad driving record. Youth may NOT drive other youth.</p>	
Facilities	<p>Larry is concerned about well-intentioned physical projects that church members institute without any thought to the long term consequences for maintenance and cost. There have been a number of these projects that have eventually needed to be removed at a direct or indirect cost to the church.</p>	
FLO	<p>In answer to a question, the new youth person, when hired, will report directly to the pastor.</p> <p>There are still a number of constitutional issues that will need to be cleaned up when the ad hoc committee is convened.</p> <p>Motion made and seconded to add the Head Teller and the Office Manager as</p>	<p>Motion approved</p>

	signatories to the bank.	
Treasurer's Report	There have been times when the bank calls with a question and no signatory has been available. If they call during the business day, the Office Manager is generally available. See motion under FLO.	
Outreach	<p>Communion Rail Baskets / Special Offerings</p> <p>Suggestion that donations via special offering envelopes for Lent, Thanksgiving, and/or Christmas be designated and communicated to the congregation for special appeals toward outreach into the community. During this congregation's infancy these seasonal envelopes were usually designated for hunger or other appeals outside of the congregation. Start with the smallest income-producing envelopes, the ones for Thanksgiving be designated offerings toward local hunger, world hunger or food for the Christmas Baskets</p>	Discussion tabled until the Fall
Stewardship	Questions concerning how Stewardship fits into the LCGS Mission Statement and how it works in conjunction with other groups and ministries. There is a need to reassess exactly what Stewardship's role should be.	
Worship and Music	Youth Sunday will remain the Sunday following Easter.	
Youth	<p>Disregard March 10 in the upcoming events section of the Youth report.</p> <p>CIA will still get Ironbird group tickets for August 11, but not as many as last time.</p> <p>Youth is sending two young adults to the Young Adult Retreat but are short of budgetary funds.</p> <p>Motion made and seconded to allocate funds from Thrivent to cover the excess expense over budget.</p>	Motion approved
Office Manager	<p>The LCGS calendar is lined from the new lcgselca.org website.</p> <p>The Annual Meeting will be the third Sunday in November, 11/12/2017.</p> <p>A motion was made and seconded to receive into membership Kevin Martin, Ryan and Amber Olkowski, with children Madison and Jayne on February 26,</p>	Motion approved

	2017.	
Next Meeting	Tuesday, March	
Adjournment	Motions made and seconded to adjourn meeting. Meeting adjourned at 8:37.	

Reports

Stewardship

Stewardship Meeting Notes

February 7, 2017

(Available - Blair Fetzer, Sue Quinn, Sherman Canapp)

Overview of what the focus has been in the past for the Stewardship Committee, getting up to speed. And, who else would be interested in helping the committee – Lowell Repp and Jack Miller? Others?

Where do we want to be in five years in relation to Stewardship and how does that tie into the vision/mission statement of the church? Have we had long term goals in the past, such as a 5-year plan? What would it look like and how would it be communicated? How does Stewardship tie into the other functions of the church?

How do we move forward with the “Willing Ability & Talent” initiative – list of church members and what are their talents, and are they willing to share with those who need help, and in return hopefully that could further others to lend a hand, or donate financially for the time spent by the volunteers.

What type of budget does Stewardship have to fund the ‘grass roots’ efforts, such as mailings, post cards, and Call-A-Thon?

How are the visitor’s names being captured, and what efforts are there to ‘sponsor’ and retain them going forward?

What are the next steps to forward our E-giving? Kiosk?

Overall, how do we help church members associate “Stewardship” as more than just asking for money once a year?

LUTHERAN CHURCH OF THE GOOD SHEPHERD

COUNCIL REPORTS FEBRUARY 2017

I. PASTOR REPORT – see above

Visits:

- Made 1 hospital visit
- Made 4 visits (other)

Staff and Council:

- Led 3 staff meetings
- Attended 8 conversations with individual Council members

Education:

- Led 3 New Members Class gatherings
- Led Faith Group gathering
- Taught 2 Confirmation classes
- Taught 1 FED Hour Adult Discussion
- Attended 2 FED Hour Manna and Mercy classes

Director of Youth and Christian Education Ministries Search

- Attended 2 search committee meetings
- Participated in 3 conversations regarding potential candidates

Committees:

- Attended 1 Worship and Music Team meeting
- Attended 1 Mutual Ministry Committee meeting

Other Ministries:

- Attended Daytimers
- Attended Men's Christian Fellowship

Synod Ministries:

- Attended and served as LYO Mentor at RoadTrip
- Attended 1 LYO Event Planning Team Meeting
- Attended 1 Deans' meeting at Synod Office
- Led 1 Harford Conference Meeting
- Attended 1 meeting with Synod coaching cluster

Coaching Training:

- Attended 4 Coachnet Global classes
- Participated in 1 coaching practice session with Coachnet Global

Respectfully Submitted,
The Rev. Greg Fetzer
Lutheran Church of the Good Shepherd
cell: (410) 456-3856
office: (410) 838-8081

II. COUNCIL PRESIDENT REPORT

1. **MUTUAL MINISTRY**
2. **EXECUTIVE COMMITTEE**
3. **AD-HOC CONSTITUTIONAL COMMITTEE:** We are still looking for suggestions of congregation members who could serve on this committee. Several focus areas include continuing resolution, council terms, and alcohol policy.
4. **EAGLE SCOUT PROJECT:** Followed up with member proposal for eagle scout project which would provide for an outdoor classroom near the parsonage. Concerns from the council reflect the long term maintenance of the space as we do not want to continually be adding to the

campus additional burdens that go unused or underutilized. The proposed area would be weeded and the ground treated to prevent recurring of weeds. Wed mat would also be installed along with a layer of mulch. 4 – 5 benches will be installed made out of either trex decking which would prevent rot. A podium along with a cross would also be incorporated. Next steps on this are to receive feedback from the grounds crew and discuss with the council.

5. **CAPITAL SPENDING:** Requested and received updated proposal for roof work. Need to discuss timing
6. **FINANCIAL AUTHORITY:** Potentially need to expand check signing authorization to ket administrative folks.
7. **UPCOMING VACANCIES:** We have several upcoming vacancies which will need to be filled
 - a. Council Secretary - mid summer
 - b. NCCS Board Position - fall 2017

III. COUNCIL VICE-PRESIDENT REPORT

I. Activities:

Roster review:

Performed annual review of the congregation roster.

i. Council Action:

1. Discussion & Decision needed regarding families on the inactive list who received letters in 2016 and have not responded **AND** who have no recorded attendance at service(s), and no recorded contribution, **BUT** have children active in Sunday School.
2. Decision to remove inactive members from the congregation roll after discussion around #1 above.

Perpetual Calendar:

Discussed “perpetual calendar” with Pastor and Gina. Calendar has been prepared by Gina for the next 5 years.

i. Council Action:

- a. Review & approve only if needed, the 2017 standing calendar dates:
 - i. No Sunday School dates
 - ii. Annual Congregational meeting
 - iii. Other dates as necessary

CPR classes:

Working with the Health Ministry team to offer American Heart Association CPR & AED training at LCGS. This will allow for manikin practice and AED practice in the event there is a medical emergency at the church. The class is titled: “*Family & Friends CPR*” this is a “certificate” class, intended for participants who do not need a “CPR card”. The Family & Friends CPR program teaches:

Adult Hands-Only CPR and AED
Adult CPR With Breaths (Optional)
Mild and Severe Airway Block: How to Help a Choking Adult (Optional)
Child CPR and AED (Optional)
Mild and Severe Airway Block: How to Help a Choking Child (Optional)
Infant CPR (Optional)
Mild and Severe Airway Block: How to Help a Choking Infant (Optional)

Class size is limited to 6 people per class. Intent is to offer to the following groups first: Ushers, SS teachers, Lay Assistants, Stephen Ministers, Health Ministry, Council, Youth leaders, Pastor, and church staff.

Dates:

Friday 3/3 & Saturday 3/4

Friday 3/10 & Saturday 3/11

Friday 3/17 & Saturday 3/18

Friday evening classes will be 6:30 – 9:00pm; **Saturday** from 09:00 – 11:30am.

For your reference, this is the course description:

http://cpr.heart.org/AHA/ECC/CPRECC/Training/FamilyandFriendsCPR/UCM_473171_Family-and-Friends-CPR.jsp

Cost: No cost to participants; A voluntary donation will be suggested: (1) bag of non-perishable food for the Sharing Table.

Continuing Focus Areas:

- ✓ Council Nominating Committee (late Spring/Summer)
- ✓ Assist Dave & Gina w/ Employee Handbook & HR best practices for churches if needed
- ✓ Help Chris wherever needed

IV. CHRISTIAN EDUCATION MISSION REPORT

Pre-school:

The Pre-school bylaws were changed to include an additional discount for staff members' children. A new copy of the by-laws is attached.

Sunday School:

There was a report from the pre-school and NCCS that some of the classroom were found to be messy on Monday morning. There was popcorn in the halls and the elevator and someone had dumped half a container of fish food into the bowl. It is not uncommon for things to be out of place, but SS teachers were asked to make sure that students clean up after themselves and that no students should be left unsupervised in the rooms. Also, there is no custodial service between SS and Monday morning. Any other suggestions to help with this situation would be appreciated.

VBS:

As of today the VBS theme has not been selected. Rosemary has narrowed it down to two programs –“Mighty Fortress“, by Concordia Publishing and“Hero Central,“ by Cokesbury.

V. CONGREGATIONAL LIFE AND SERVICE MISSION REPORT

February 21, 2017 Council Meeting Notes

Mission Group Leader, Sallie Jean Mellor Gartside, OSSD

Caring Ministry-

Coffee Social Coordinator-

Day Timers- Met February 14, 2017.

Deacon Stuff-

Family Fund Ministry-

Fellowship-

Funeral Ministry-

Greeters-

GriefShare-

Health Ministry-

Hospitality-

Kitchen Committee-

Lay Eucharistic Ministry-. 10 people were communioned as related to LCGS January.

Mom2Mom-

Peacemaker Reconciliation Team-This team is very active at LCGS having worked with several individuals to bring peace into their lives.

Peacemakers-

Prayer List- Distributed weekly through the Church Secretary who confers with Prayer List Coordinator.

Prayer Ministry-

Prayer Shawl Ministry-The rack of prayer shawls is readily available for people to take. Doris Mellor replenishes regularly.

Stephen Ministry- Two new Stephen Ministers were commissioned in January and the rest of the team was recommissioned.

Transportation- Waiting to hear back from counsel regarding possible church liability for transportation by private vehicle to and from church.

VI. OUTREACH MISSION REPORT

Servanthood

Christmas Baskets- We hope to organize a summer appeal for the homeless, due to the great need. The coat drive was well received at Mason-Dixon give away day.

FCCAUC - LCGS Our next date will be April 1.

Sharing Table- Our next date is April 8. Once the calendar for next year is published, we will look into serving at Christmas again.

Fleece - Sue Quinn will be scheduling a tie-off date during the Lenten season.

Fabric Kits- Our Lenten project will be Kits of Care for Lutheran World Relief. Fabric kits include approx. 5.5 yd. fabric and 2 spools of thread.

Plastic bag collection- the photo of the completed plastic mat for homeless has generated interest in this project.

Communications

Asana Project Management Software is working well for group to collectively connect for calendars, project files, assignments and communications.

Vision Rollout: Communications/graphics brainstorm. Heather has begun updating files.

Team Support: Thomas Bock will be working to assist with Videography. Still need photography support.

New Website: Primary focus for January/February. Gina, Joel and Heather working to complete this month. Once live our web address will remain the same (lsgselca.org) but for now you can find the new site at <http://lsgselca.weebly.com/>

Connections

New member classes currently led by Pastor Greg is comprised of 2 families.

Social Justice

Janet DeVinney and Gail Fricke are co-leading this mission group. The team will initially focus on education. Ideas discussed were to invite speakers to address the congregation during the Sunday service, presentations and discussions during FED Hour or a potluck luncheon, articles in the E-pistle and/or a book discussion group. We would like to involve the youth and, at some point, other churches in the Harford Conference. An initial goal is to develop conversations around "Who is our neighbor?"

VII. WORSHIP AND MUSIC MISSION REPORT

Worship and Music Meeting Notes- February 1, 2017

- Opening prayer was led by Pastor Greg
- In Attendance; Steve Resnick, Lauren Rein, Pastor Greg, Lynne French, Karol Ashbrook, Maureen Stark, Adam Koch, Sharlene Krause.
- Discuss upcoming dates, and Holy week details

Lenten season dates for 2017

February 28th,

Fasnacht celebration and burning of the palms

March 1st,

Ash Wednesday services 12:00pm & 7:00 pm

Lenten Sunday's,

March 5th, 12th, 19th, 26th, & April 2nd

Midweek,

March 8th, 15th, 22nd, 29th, & April 5th.

Light meal at 6:00, service at 7:00pm.

April 9th,

Palm Sunday 8:00 & 11:00am.

All gather in Celebration Hall then process to sanctuary

April 13th,

Maunday Thursday 7:00pm.

April 14th,

Good Friday 12:00pm & 7:00 pm

April 16th,

Easter Sunday 7:00 & 9:00am sanctuary,

11:00. sanctuary and Celebration Hall

- Discussed and decided to have the Easter 7:00 sunrise service in the sanctuary instead of outside.
- Discussion if Youth Sunday should remain the Sunday after Easter.
- Ideas for our Mission group spotlight. Worship and Music is scheduled for the month of March, and asked to host the coffee social, March 5th. If you can help by donating an item, that would be appreciated. Also need to have a couple people available to help with set up, be there to talk to people during the social about your ministry, or help clean up. I will have the Worship and Music board out, and Karol said she could have flowers there. I will also have a sign-up sheet available if someone is interested in joining one of the ministry teams.
- Karol updated info for search of oil candles for the pew torches.

Next meeting TBA since the next first Wednesday, will fall on Ash Wednesday

VIII. YOUTH MISSION REPORT

LCGS Youth Report

2017-02-21

1) CIA - Past events:

- a) 19 Jan - Youth Meeting, Parsonage

- b) 20-22 Jan – High School Road Trip
- c) 30 Jan – Youth Director meeting, and Pastor Greg Fetzer mtg.

CIA - Upcoming Events:

- d) Snow tubing - Feb
- e) 28 Feb - Fasnacht – come out and participate!
- f) 10 March - Bowling
- g) 11 March – Chili cookoff – support Mission Trip
- h) 23 April - Youth Sunday

CIA – Other

- a) Iron Birds - 11 Aug (30-50 tickets?) – fireworks!

2) KFC

- a) 17 Feb – KFC Valentine’s “Minute to Win it”

3) GAX –

4) Young Adult –

- a) 24-26 Feb -ELCA Retreat “Practice Discipleship Initiative” at Mar-Lu Ridge
 - i) Young Adult has sponsored 2 young adults to participate (2x\$140 = \$280)
 - ii) Budget exceeded. Other options beside Youth dedicated? Maybe Family fund?

5) Retreats

6) Other

a) Director of Youth and Christian Education Ministries

- a. 2016-11-13 – budget approved for rostered
- b. 2017-01-18 - Committee formed to select candidate
- c. 2017-02-07 - Job description – completed
 - 1. Qualifications and responsibilities defined
- d. 2017-02-07 - Posting – advertising – ongoing (2/25 due)
 - i. 1 resume, 2 others
- e. 2017-02-26 - Application review
- f. Selection process
 - 1. Questions formulated - completed
 - 2. Schedule interview -

IX. *FINANCE, LEGAL, OPERATIONS MISSION REPORT*

X. FACILITIES MISSION REPORT

XI. *TREASURER*

- HARCO procedure for changing the names on the account. President, Vice President, Treasurer and Asst. Treasurer. The names need to be provided on church letterhead and then each person needs to go in and sign the paperwork. This authorization not only allows the person sign checks but also to discuss the bank account with bank personnel. Additional administrative names may need to be added to streamline the process when problems arise.

XII. OFFICE MANAGER