

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

Meeting Date: 15 Aug. 2017

Meeting Location: Room 202

In Attendance:, Gordon Brown, Larry Burkhardt, Blair Fetzer, Pastor Greg Fetzer, Gail Fricke, Sallie Gartside, , Sharlene Krause, Gina Miller, Chris Poling, Patty Resnik, Dave Stark, Sherman Canapp

Excused: Pastor Teal Anderson; Stuart Goemmer

Topic		Action/Follow-up
Call to Order	Meeting was called to order at 7:02 by Chris Poling.	
Opening Prayer	Pastor Greg	
Devotional	In his devotional, Chris reminded us that we live in challenging times. The news is confusing, and we seem to be at some point erasing history .What does our Lord think of us now, and could we answer in twenty words or less, what it means to live a Christian life. We are encouraged to pray, read His word, witness, go to church, and to start all this at the cross, where Jesus died for us. We are to follow His footsteps. Mica 6:8 says, He told you men what is good and what it is the Lord requires of you. Only to act justly, to love faithfully, and to walk humbly with your God.	
Reports	See appended reports.	
Pastor's Report	<p>In addition to report attached, discussed the following:</p> <ul style="list-style-type: none"> • December 16 from 9-1 pm at St. Stephens Arbutus for the lifting up of a Disciple program.. • Visited with two families who were visitors over the summer for a follow up • Suggested council members make occasional announcements so they are not always coming from him. Specifically, we could use help keeping the word out for members to wear nametags, and to sign the pew pad. 	Informational

Associate Pastor's Report	<p>In addition to report attached, discussed the following:</p> <ul style="list-style-type: none"> • Pastor Teal is on vacation 	
President's Report	<p>In addition to report attached, discussed the following:</p> <ul style="list-style-type: none"> • Motion made and seconded to approve the minutes from the July 18, 2017 Council meeting. • Motion made by Gail and seconded to approve the \$636.00 photo rebate to be used for Reformation Funding to Fellowship Dedicated • An updated sketch of the Celebration hall and improvements needed will require a permit. The GC said due to a permanent change to the structure and to meet code requirements, such as an egress, handicap ramp, rails, and sprinkler system would have to be installed. • \$6600.00 was approved, for the electronics to be moved as to enhance Celebration hall sound for Christmas and Easter. • Phase II and III will come at a later date, and brought to the congregation as a Budget Facility Long Term Capital Funding project. • Larry will give Glen the updates from the council 	<p>Motion approved</p> <p>Motion approved</p> <p>Informational</p>
Vice President's Report	<ul style="list-style-type: none"> • Patti asked for an updated quote on the electronics move from Ken and Glen to assure the \$6600.00 will cover the cost. • No motion on table for a Capital Plan • No report from Nominating Committee on list of names for council approval. 	
Christian Education	<ul style="list-style-type: none"> • Lauren's is having monthly meetings with Pastor Teal, supporting her and being available to help moving forward to Rally Day, and the upcoming school year. • Preschool and Adult Ed. are monitored and under Lauren's leadership. • Confirmed that Rally Day will be September 10, 2017 	<p>Informational</p>
CLAS	<ul style="list-style-type: none"> • Report attached. Nothing additional to report. 	
Facilities	<ul style="list-style-type: none"> • Larry reported that the Kitchen passed Department of Health code inspection. • Getting a quote from Next day Blinds for the left hand skylight in the Sanctuary. • Painting of the music room and Pastor Greg's office is being done by Facilities and other church members. 	

	<ul style="list-style-type: none"> • Friday August 18th and Saturday the 19th are work detail days. Mulching on Friday night, and painting and general cleaning on Saturday .All are welcome and we start at 8 am. • Larry is getting updated quotes through Glen from the Electrical Contractor for Celebration Hall technology upgrades, including moving the audio closet to the back of Celebration Hall. The previous projection and approved budget was \$6,600 (<i>See May Minutes</i>). • The proposal that included significant build-out in Celebration Hall is tabled for now and will become Phase II and III to be done at a later date. 	Informational
FLO	<ul style="list-style-type: none"> • Dave reported that our current lease with NCCS is up in 2019, and that a meeting with Dave Osteen has been set up to begin talking about what LCGS is looking for. 	
Treasurer's Report	Stuart submitted the LCGS Financial Position and other reports in his absence.	
Outreach	<p>In addition to attached report, the following was discussed:</p> <ul style="list-style-type: none"> • Gail and Sue's collection from the raffle tickets was turned in Sunday, to be delivered to Gilchrist Services supporting work in Tanzania. • Servanthood is collecting ideas in supporting Harford County Christian Jail Ministry, and helped obtain a room for Sherman's mentee, his (Deacon Service Project) just released from the detention center. 	Informational
Stewardship	<ul style="list-style-type: none"> • Blair reported that the Stewardship team will be focusing on giving of Time and Talents as part of the Fall Campaign. • September 16th is a Stewardship Seminar in Milford Delaware that Blair, and other members will attend. • Planning temple talks for September and October on the meaning of Stewardship and how it relates to LCGS • Pledge cards will be mailed out in September including a survey of occupations of our members and how you can use your Time and Talent, in supporting LCGS. This information would be used by the church as needs arise. • Talk to the New Member classes about the opportunities to serve at 	Informational

	<p>LCGS.</p> <ul style="list-style-type: none"> • May explore Ministry Fair to be held during Stewardship campaign 	
Worship and Music	<ul style="list-style-type: none"> • No meeting in August, so there is no report this month. • Patty brought up that the band equipment is still blocking the access to the seating area for Pastors and Assisting Minister and asked if it could be moved forward to leave a path. Sharlene will discuss with the contemporary bands once again. 	Action Item - Sharlene to follow up with Contemporary Bands
Youth	<ul style="list-style-type: none"> • August 22nd, Gordon is having an informational volunteer meeting to discuss the needs for the upcoming Oktoberfest. Tickets are \$40.00 per person. • Oktoberfest will be held on Sept. 24 at the Great Hall at Whitaker Mill. It will be fundraiser for the GAX (German American Exchange) program. • National Youth Gathering in Houston is 6/27-7/1 2018, estimated cost is \$1200. • Connie is working with the Young Adults in supporting their ministry. • The Canada mission trip was successful and filled with positive comments. 	Informational
Office Manager	<ul style="list-style-type: none"> • Celebration Hall is being waxed this week by NCCS 	
Next Meeting	Tuesday, September 19th at 7 p.m. in Room 202	
Adjournment	Motion made and seconded to adjourn meeting. Meeting adjourned at 8:23PM	Motion approved

LUTHERAN CHURCH OF THE GOOD SHEPHERD

COUNCIL REPORTS JULY 2017

I. PASTORS REPORT

Visits:

- 2 Home
- 2 Hospital
- 2 Other

Meetings:

- 2 Staff
- 1 Treasurer and Assistant Treasurer

Other:

- Participated in VBS
- Served as Pastor of the Week at Mar-Lu-Ridge
- Met again with student from King's College, Philadelphia to assist with a summer project Led 2 Faith Group gatherings
- Attended beginning of Ordination Celebration for Amy Wagner

II. ASSOCIATE PASTORS REPORT

Meetings:

Youth/Christian Education meeting with Connie, Lauren, Andrea
2 Staff

Sunday school planning with Lisa, Rosemary

Daytimers

VBS debriefing with Rosemary

Other:

VBS: assisting in Pre-K class, shadowing Rosemary, closing program

III. COUNCIL PRESIDENT REPORT

- Known vacancies filled
- Need to work on constitution
- No Mutual Ministry this month

IV. COUNCIL VICE-PRESIDENT REPORT

V. CHRISTIAN EDUCATION MISSION REPORT

Pre-school:

- Nothing to report at this time

Sunday School:

- Lisa Steele met with Pr. Teal to prepare for the upcoming school year.
- Connie and Andrea met with Pr. Teal (and me) to discuss planning for High School Sunday School, Youth Group, and retreats/trips.
- Rally Day – September 10 (?)

VBS:

- 137 students
- 70+ volunteers
- Raised over \$2000 for Johns Hopkins Camp Sunshine. This was twice the original goal, and enough to pay for 2 campers for the week!
- Collected items to create “Spy Kits” for hospital bound children not well enough to attend the camp.
- Rosemary “passed the torch” to Pr. Teal

Confirmation:

- Laura Runyon and Evelyn Spratt met with Pr. Teal to determine the outline and calendar for next year’s program.

Will continue to meet for further planning

VI. CONGREGATIONAL LIFE AND SERVICE MISSION REPORT

Caring Ministry-

Coffee Social Coordinator-Coordinator is looking for interested parties to host and supply food for the coffee social.

DayTimers- Daytimers-Twenty one Daytimers enjoyed a Sunday afternoon at Harford Community College's Phoenix Festival Theater's production of Legally Blonde followed by dinner at Mamie's. July's meeting was on Tuesday, the 11th, at 11 o'clock in the Celebration Hall.

Family Fund Ministry-

Funeral Ministry-

Greeters-

GriefShare Program-I am going to re-evaluate the need for this program and see if there are any other Stephen Ministers or caring individuals who are interested in pairing up to lead this in the future.

Health Ministry- Blood pressure screening was held on July 2, 2017.

Hospitality-

Kitchen Committee-

Lay Eucharistic Ministry-Have been contacted by several individuals who are interested in delivering communion, will forward the names and telephone numbers.

Mom2Mom-

Peacemaker Reconciliation Team-

Peacemakers-Please read articles in E-Pistle they are always very informative and useful.

Prayer List- Continue to contact Doris Mellor, coordinator, or Dawn in the church office for additions, corrections, updates, etc.

Prayer Ministry-

Prayer Shawl Ministry-

Stephen Ministry-July 25 is our next meeting. Stephen Ministers are also offering a parallel program for the congregation of Good Shepherd - Visitation! Trained Stephen Ministers would love to visit the home-bound, those in nursing homes, or who are hospitalized. These visits could be once a month or just a one time visit, whichever is desired by the person in need. I'm sure you can think of the multitude of benefits these visits could provide for someone who is lonely or ill. The Stephen Ministers could visit, listen, and/or pray. It's up to the individual. We can also link those who would like to receive communion but can't get to church with our very adept Lay Eucharist Ministry team.

Transportation-

*****Deacon duties

Executive Meeting with OSSD Executive Committee, at Salem Lutheran in Catonsville, MD

Prayer Workshop with OSSD

Other activities-Lector, Communion Assistant, and Participant in the Summer Choir

VII. OUTREACH MISSION REPORT

Servanthood

Sharing Table - LCGS served on June 3

Mother's Day Appeal- \$1,100 was collected for the Blanket Appeal

Summer Survival Kits - kits with supplies needed by homeless during the summer months will be gathered starting June 25. Bags and shopping lists will be available in the Narthex.

FCCAU Overnight shelter - next date: July 1

Summer food drive- to benefit Jerusalem Evangelical Lutheran Church

School bags - August - We plan to assemble 30 school kits

Habitat for Humanity Work Day - September 23

Ongoing collections: Fleece for blankets for infusion center, Food for Sharing Table and Jerusalem Lutheran food closet, prescription glasses drop-off for Lions Club, Boxtops for local schools, Plastic bags for homeless sleeping mats. Collection bins are located in the coat room.

Communications

Team members continuing to take/solicit photographs to establish a photo library. Publicity provided for the June 4 Concert and for the upcoming 500th Anniversary of The Reformation.

Connections

100 individuals/families had their photos taken for the directory during the June dates. Appointments still available for Tuesday, July 18 and Wednesday, July 19 1:30-9:00pm.

Need to recruit greeters for July.

Social Justice

The ministry team has narrowed focus to issues impacting Refugees/Immigrants. The team would like to sponsor a speaker from LIRS and is also researching books for fall Faith Group study. New team members welcome.

VIII. WORSHIP AND MUSIC MISSION REPORT

Church Celebration Hall renovations 2017							
Item	Task	Time est (days)	Contractor	Celebration Hall Estimate Costs Phase 1	Celebration Hall Estimate Costs Phase 2	Sanctuary Estimate Cost	Notes
Celebration Hall							
1c	a Remove retractable wall	1	LCGS	\$0.00	\$0.00	\$0.00	store in basement till sold or trashed
1c	b -post to sell retractable wall on craigslist		LCGS	-\$200.00	\$0.00	\$0.00	30x10 wall FYI
2c	a Build permanent walls – frame, drywall hung and taped	2	LCGS	\$400.00	\$0.00	\$0.00	sub divide room into two parts: Drama and Science classroom. inc framing material and drywall
2c	b -walls trimmed and painted, ceiling grid reworked to new wall	1	LCGS	\$200.00	\$0.00	\$0.00	paint and trim cost
2c	c -purchase and install (double?) doors in dividing wall	0.5	LCGS	\$500.00	\$0.00	\$0.00	double doors provide flexibility to use both rooms jointly
2c	d -purchase and install two doors one at either end of new wall	0.5	LCGS	\$600.00	\$0.00	\$0.00	probably need safety glass for classroom visibility
2c	e -purchase exit lighting for over each new door way	0	LCGS	\$200.00	\$0.00	\$0.00	\$60-70 each fixture
2c	f -install exit lighting over each new door way	0.5	LCGS/Raynor	\$0.00	\$0.00	\$0.00	Pricing included in 9c new electrical work plus fixture install
2c	g -rewire lighting to new switches near new doorways	0.5	LCGS/Raynor	\$0.00	\$0.00	\$0.00	Pricing included in 9c modify existing electrical work
3c	a Permanently install stage in front of new wall	1	LCGS	\$100.00	\$0.00	\$0.00	cost is material to improve existing construction
4c	a Move existing sound equipment out of closet	0.3	LCGS	\$0.00	\$0.00	\$0.00	
5c	a Move existing shelving from mechanical room in rear of hall to front closet	1	LCGS	\$0.00	\$0.00	\$0.00	includes moving all stored material
6c	a Reinstall sound equipment in mechanical room	0.5	LCGS	\$100.00	\$0.00	\$0.00	cost is cabling
6c	b -install new mixer in sound rack	0.3	LCGS	\$500.00	\$0.00	\$0.00	procurement cost of mixer
6c	c -Move one set of speakers and sub woofers to rear of Celebration Hall	0.2	LCGS	\$0.00	\$0.00	\$0.00	
6c	d -Move one set of speakers to just before existing exit doors	0.2	LCGS	\$0.00	\$0.00	\$0.00	
6c	e -Move one set of speakers to ceiling just before the stage location	0.2	LCGS	\$0.00	\$0.00	\$0.00	
7c	a Move Cross to window side wall in Celebration Hall	0.2	LCGS	\$25.00	\$0.00	\$0.00	cost is mounting hardware
8c	a Move large screen to center back of stage against the new wall	0.4	LCGS	\$0.00	\$0.00	\$0.00	need to move electrical cable also for remote control box
8c	b Procure and install new screens on either side of the new wall in Celebration Hall	0.5	LCGS/Raynor	\$1,500.00	\$0.00	\$0.00	cost is procurement, assumes not electrically controlled
9c	a Install additional electrical outlets and sub panel for equipment move in mechanical room	1	LCGS/Raynor	\$1,630.00	\$0.00	\$0.00	Install Square D sub panel, 3 quad outlets on 2 circuits
10c	a Install electrical outlets in new wall	2	LCGS/Raynor	\$1,610.00	\$0.00	\$0.00	new electrical work, probably one circuit per side of wall
11c	a Procure/Run any audio cables in new wall to audio area	0.5	LCGS	\$100.00	\$0.00	\$0.00	move existing mic jack panel?
12c	a Install rail on ceiling for retractable curtain	0.2	LCGS	\$200.00	\$0.00	\$0.00	cost is rail and trolleys
13c	a Install electrical outlets in ceiling for projectors and stage lighting	2	LCGS/Raynor	\$1,170.00	\$0.00	\$0.00	Included in above \$1630.00 pricing
13c	b -Purchase and install stage lighting, inc. recess ceiling	1	LCGS	\$1,500.00	\$0.00	\$0.00	This is assuming a kit of stage lights and a controller. Need to recess ceiling.
14c	a Procure and install new projectors in ceiling in Celebration Hall	0.5	LCGS	\$3,000.00	\$1,500.00	\$0.00	3 projectors x 1500
15c	a Install counter under the murals for crock pots	0.5	LCGS	\$0.00	\$150.00	\$0.00	need to measure length, and assume \$125 per linear foot
15c	b -Install separate circuits for crock pots under murals	3	LCGS/Raynor	\$0.00	\$1,275.00	\$0.00	4 20 amp circuits
16c	a Install counter and storage space on back wall (near breezeway) on Celebration Hall for the 6 (six) microwaves for NCCS	0.5	LCGS	\$0.00	\$1,500.00	\$0.00	Eliminate need for carts located all over the room
16c	b -Install separate circuits for Microwaves	2	LCGS/Raynor	\$0.00	\$1,290.00	\$0.00	6 20 amp circuits
17c	a Cut opening into equipment room for window	0.5	LCGS	\$0.00	\$75.00	\$0.00	cost is rental of diamond blade masonry saw
17c	b -Procure/install window between equipment room and celebration hall	0.3	LCGS	\$0.00	\$250.00	\$0.00	basic exterior remodeling vinyl window and trim LCGS to install
Sanctuary							
1s	a Procure and install new screens on either side of the new wall in Celebration Hall and Sanctuary	0.5	LCGS/Raynor	\$0.00	\$0.00	\$750.00	cost is procurement, assumes not electrically controlled
2s	a Procure and install new projectors in ceiling in Sanctuary	0.5	LCGS	\$0.00	\$0.00	\$3,000.00	2 projectors x 1500
3s	a Purchase new mixer for Sanctuary sound room	0	LCGS	\$0.00	\$0.00	\$500.00	
3s	b -Install new mixer in Sanctuary sound room	0.5	LCGS	\$0.00	\$0.00	\$100.00	cost is new cabling
	New Convenient Contribution			-\$3,000.00			
	Totals	24.8		\$10,135.00	\$6,040.00	\$4,350.00	
	RED - Projected pricing						
	BOLD - Raynor quote						

IX. YOUTH MISSION REPORT

1. CIA - Past events:

- i) Planning continued and summer gathering (swimming – Guppy Gulch Camp, 12 July)

CIA - Upcoming Events:

- ii) Mission Trip

CIA - Other:

- iii) Iron Birds – Sat, 12 Aug fireworks! (30 reserved up to 50 tickets available)

2. KFC

3. GAX

- i) Octoberfest! Whitaker Mill Great Hall, 24 Sept, 2-6pm (brats and beverages), \$600 rental, checking regulations for food, etc.
- ii) National Youth Gathering, 6/27 - 7/1 2018 (de-conflict w/ GAX? Will GAX occur in 2018?)

4. Young Adult

5. Retreats

6. Other

X. STEWARDSHIP

- Will have a version of the Talent Checklist and letter available for portrait times on 7/18 and 7/19.
- Finalize the Temple Talk with Pastor Greg on the talent inventory project – talk about the ‘why’ (August).
- Work on a Talent Checklist and letter mailing in August
- In next Stewardship committee meeting, start to get me ‘up to speed’ on what needs to be done for the annual drive in October
- Be prepared to discuss the Talent Checklist for the new member classes in September

XI. FINANCE, LEGAL, OPERATIONS MISSION REPORT

XII. FACILITIES MISSION REPORT

XIII. TREASURER

- Transition Meeting 7/2
- Financial Account Review 7/5: We will be making an effort between CY2017 and CY2018 to eliminate/combine inactive accounts thereby reducing the overall number of accounts.
- Met with preschool bookkeeper regarding expanded role
- Review with the schedule for preparing the 2018 budget including providing an LCGS financial overview.

- A few notes at the halfway point of the year:
 1. Offering income is just 1% below 50% of the budgeted amount; however, the year-to-date amount is \$4000 less than last year at this time.
 2. Total expenses for the year are less than 50% of the budget and about \$10,500 less than last year at this time.
 3. We showed excess expenses this month due primarily to paying a property insurance bill of \$8000, doubling up on the synod payment (an extra \$1400), and Pr. Teals' compensation of \$1475.
 4. Our year-to-date excess income over expenses is \$6600 compared to excess expenses last year of \$250.
 5. July has 5 Sundays.
 6. Pr. Teal's salary is showing as base salary as her check was written prior to the housing allowance designation being approved. I have also moved the budgeted amount from Christian Ed to Associate Pr Compensation. Please remember that the budgeted amount was a lump sum for salary, retirement, expenses, etc.
 7. Please note that the Capital Repair and Improvement Fund still has a balance of \$15,000 after paying for the roof.

