

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

Meeting Date: 03 April 2018

Meeting Location: Room 202

In Attendance: Pastor Greg Fetzer, Pastor Teal Anderson, Larry Burkhart, Gail Fricke, Stuart Goemmer, Sharlene Krause, Ken Lorentzen, Patty Resnik, Dave Stark, Ruthann Sutherland, , Gina Miller, Sherman Canapp

Excused: Blair Fetzer, Sallie Gartside, Lauren Rein

Guests:

<b>Topic</b>		<b>Action/Follow-up</b>
<b>Call to Order</b>	Meeting was called to order at 7:01 by Patty Resnik	
<b>Opening Prayer</b>	Pastor Greg	
<b>Devotional</b>	Pastor Greg led us in a devotion on Vision and Mission. What steps are we using to grow and make disciples at LCGS? Is our action plan, calendar and budget getting us to our goals? Do we have clarity in our programs on how to invite people to the next journey, to a deeper relationship with Jesus? We need a strategy to help feed people, to aim higher, and challenge them to become a part of the LCGS family, and into the life of our congregation. We should meet people where they are, and not leave them there, but help them grow and build a deeper understanding of Our Lord. Being more visible and involved with the parents of Scouts, Sunday school, Pre-school families, and groups using our facility, is key to getting them engaged in the church and its activities. Moving forward, we need to be more aware of what life entails to make a non-believer into a believer, then to a disciple, and then to a servant leader. We need greater clarity and understanding to know what is going on at LCGS	
<b>Reports</b>	See appended reports.	
<b>February Minutes</b>	Patty made a motion to approve the minutes from February 2018 meeting, Dave Stark seconded.	Motion approved
<b>New Business</b>	1. New Treasure 2. Constitution Committee 3.Capital Needs Committee 4. Annual Audit 5. Roster review	Discussion
<b>Ongoing Business</b>	1. Church Security 2.Update on Payroll Company 3. Sanctuary Egress	

<p><b>President's Report</b></p>	<ul style="list-style-type: none"> <li>• Patty announced that we have a New Treasure, Lindsay Guckert, and her bio has been sent for your review. Patty sent out a request for an e-vote for our Treasure candidate, and she was approved, and seconded by Dave Stark. The LCGS Treasure is for a 3-year term.</li> <li>• Patty discussed that our Constitution needs to be reviewed, revised and updated. Ken Lorentzen will look at the model constitution from the ELCA, and make recommendations for Pastor Greg to review.</li> <li>• Patty Resnik brought to our attention that there are 10-major improvements that need to be evaluated. Chris has documented along with Larry, the organ, sanctuary, parking lot, are some of the major items the committee needs to work on. Some names mentioned to be on this committee were Don Erickson, Larry Burkhardt, Randy Talbot, Mark Leppo, Stuart Goemmer, Linda, and Adam. It was mentioned the cost of the organ alone is \$250,000.</li> <li>• Dave Stark, Linda and Stuart are looking into when the Annual Audit is due.</li> <li>• Patty stated that the Roster review is done by the Vice-President, and Blair is absent tonight. Gina will work with Blair to bring to our next meeting in May.</li> <li>• Patty announced that Owen Ashbrooke and Al Horst have agreed to be the team that responds to any night-time police calls for an active alarm.</li> <li>• The New Payroll Company issued the last payroll in check form, and the next will be direct deposit.</li> <li>• Stuart pointed out that we are exempt from the New Sick Leave Law, due to the number of employees on staff.</li> <li>• Patty announced we have been billed for the design of the Sanctuary Egress with ramps and this will be part of the Capital Campaign.</li> </ul>	<p>Informational</p> <p>Motion Approved By E-Vote</p> <p>Informational</p> <p>Informational</p> <p>Informational</p> <p>Informational</p> <p>Informational</p> <p>Informational</p>
<p><b>Pastor's Report</b></p>	<p>In addition to report attached, discussed the following:</p> <ul style="list-style-type: none"> <li>• Pastor Greg received a thank you from Bishops Eaton and Bill Gohl, thanking us for LCGS \$14,000 donation supporting the Delaware Maryland Synod Mission.</li> <li>•</li> </ul>	<p>Informational</p>

<b>Associate Pastor</b>	Pastor Teal reported there was a good turnout for the 3/23 Bowling Event. There was also a good turnout for the Tree Planting on 3/30.	Informational
<b>Treasure</b>	<p>Pastor Teal invited everyone to come to the Lutheran Campus Ministry Trivia Night on 04/21</p> <p>Pastor Teal said the confirmation class would need to be approved by the council by e-vote.</p> <p>Stuart made a motion to take the Interest earnings on the Memorial Endowment Fund, approx. \$20K, and disperse 1/3 to Building Maintenance, 1/3 to Community Outreach, and 1/3 to Parish Enrichment. The mailing of the post cards for Easter cost \$2500 and that will be paid from the Parish Enrichment Fund .Dave Stark seconded the motion.</p>	<p>Informational</p> <p>Motion approved</p>
<b>Facilities</b>	Larry met with ARC Water Treatment Company to discuss boiler issues. They are testing the water to determine a program This could include replacing lines. Larry spoke about the Hearing Aids Sallie found at a reasonable price for 6 units to try out. Council approved the purchase of them to come out of the Parish Enrichment Fund.	Informational
<b>Stewardship</b>	Ruthann has a meeting coming up with Blair to finalize Legacy Giving	Informational
<b>Worship &amp; Music</b>	Sharlene reported the Easter Services went smooth, and our attendance was about the same as last year. Our first Wednesday Service is at 06:45 PM 04/04.	
<b>Youth</b>	Ken and Pastor Teal are meeting with Tim Miller and Gordon Brown to discuss the plan for change over. Ken approved \$86.00 for Pizza for the Bowling night.	Informational
<b>Office Manager</b>	Gina reminded us to invite New members to the next class on April 15 and to come on April 29 <sup>th</sup> to talk to them about your Ministry team. Right now we have 6 sign-ups, and we will welcome them as New members on May 13.	Informational
<b>Next Meeting</b>	Tuesday, May15th at 7 p.m. in Room 202	
<b>Adjournment</b>	Motion made by Patty Resnik and seconded by Dave Stark to adjourn meeting at 8:29 PM.	Motion approved



## **Senior Pastor Report**

### **Visits**

- • 2 Hospital
- • 3 Other

### **Meetings**

- • Led 2 Staff meetings
- • Attended 1 Worship and Music meeting
- • Attended 1 Social Justice Team meeting

### **Worship**

- • Presided and preached at Christmas Eve services
- • Led 1 Advent Mid-week service

### **Coaching**

- • Received 1 hour of coaching

### **Synod**

- • Attended monthly Deans Meeting
- • Met with Cyndi VanVleit, Associate for Community, regarding L.E.A.D. program

### **Other**

- • enjoyed 1 week of staycation
- • was robbed in the Chili Cookoff for a third straight year

**Here is more information about the Synod's Forward in Faith program:**

**<https://www.demdfoward.com/about.html>**

## **Associate Pastor Teal January**

### **Associate Pastor's Report for January 2018 council meeting**

#### **Meetings:**

- • staff meetings, 12/19, 1/2, 1/9 (plus lunch 1/11 in celebration of my birthday)
- • mutual ministry, 1/9
- • planning for January Getting Ready session, 1/14

#### **Events:**

- • Youth Group Christmas caroling, 12/22
- • Jurassic Golf fundraiser for ELCA Youth Gathering, 12/29
- • CIA Youth Group meeting (initial planning for 4/8 Youth Sunday), 1/7
- • Chili Cook-Off fundraiser for ELCA Youth Gathering, 1/13

#### **Conference**

- • (conference meeting scheduled for 1/4 was cancelled because of snow)

## **President's Report**

**I. Transition:** a. Transitioned VP responsibilities to Blair Fetzer, with overview of monthly activities.

**II. Treasurer Position:** a. Worked with Stuart Goemmer on a "Fiscal Management" grid outline responsibilities of the Treasurer, Asst. Treasurer, Bookkeeper, Finance Committee, and proposed payroll company.

b. Working on replacing Stuart as Treasurer.

**III. Executive Committee Meeting:**

## **CONGREGATIONAL LIFE AND SERVICE**

January 16, 2018 Council Meeting Notes-Mission Group Leader, Sallie J. Gartside, OSSD

Caring Ministry-If there is someone you are concerned about contact the church office or Sallie and contact will be made.

Coffee Social Coordinator-Corrine Rao is asking anyone interested in participating/helping with the coffee socials to contact her or the church office. January was CLAS month for the Coffee Social, thanks to all who assisted particularly Carol Mellor.

DayTimers- DayTimers' January meeting was cancelled due to weather.

Family Fund Ministry-The Family Fund Ministry continues to meet as needed as the needs of the congregation arise.

Funeral Ministry-

Greeters-

GriefShare Program-

Health Ministry-

Hospitality-

Kitchen Committee-

Lay Eucharistic Ministry-If you or someone you know is in need of home communion, please contact the church office.

Mom2Mom-.Friday, January 19 is the second Mommy Night Out at 510 Johnny's for laughter and fellowship with other moms.

Peacemaker Reconciliation Team-

Peacemakers-

Prayer List- Continue to contact Doris Mellor, coordinator, or Dawn in the church office for additions, and updates. Anyone can be placed on the prayer list. Any congregation member can receive the prayer list via e-mail or hard copy, simply contact the church office.

Prayer Shawl Ministry- Doris Mellor keeps the prayer rack in the Narthex filled, if you or someone you know would like a shawl please help yourself.

Stephen Ministry-. The Stephen Ministry Shepherds are ready to come visit those who are homebound and lonely. Just contact the Church Office and leave a name and number and Sallie will get back to you.

Deacon Duties: Led class on January 14, 2018 on the Wedding at Cana. Reached out to several individuals about their possible need for prayers and to see if diaconal services were desired. Was Lector.

# CHRISTIAN EDUCATION MISSION REPORT

## Preschool:

The Preschool Board met on January 9. The minutes are as follows:

Good Shepherd Preschool Board Meeting  
*January 9, 2018*

Attendance: Tim, Stephanie, Jennifer and Lois

Minutes:

1. Meeting was called to order at 6:30 PM.
2. Minutes from the October 10, 2017 need to be approved by 4 out of 6 voting members.
3. We created four options for a pay scale. A pay scale would help decide salary if we need to hire a new teacher. It allows us to cap a maximum salary for current teachers. It is needed to progress to the next level of [Excels](#).
  - a. Review of example pay scales and HCPS pay scale for teachers.
  - b. Tim created a *thrilling* box and whisker plot on the board to show the quartiles for a suggested pay scale for teachers.

Option One:

<b>Years of Experience</b>	<b>Min -25%</b>	<b>Mid</b>	<b>Max 25%</b>
1 – 3	\$45	\$60	\$75
4 – 6	\$48.75	\$65	\$81.25
7 – 10	\$52.50	\$70	\$87.50
10 +	\$56.25	\$75	\$93.75

Option Two:

<b>Years of Experience</b>	<b>Min -20%</b>	<b>Mid</b>	<b>Max 20%</b>
1 – 3	\$48	\$60	\$72
4 – 6	\$52	\$65	\$78
7 – 10	\$56	\$70	\$84
10 +	\$60	\$75	\$90

Option Three:

<b>Years of Experience</b>	<b>Min -25%</b>	<b>Mid</b>	<b>Max 25%</b>
1 – 3	\$41.25	\$55	\$68.75
4 – 6	\$45	\$60	\$75
7 – 10	\$48.75	\$65	\$81.25
10 +	\$52.50	\$70	\$87.50

Option Four:

<b>Years of Experience</b>	<b>Min -20%</b>	<b>Mid</b>	<b>Max 20%</b>
1 – 3	\$41.25	\$55	\$68.75
4 – 6	\$48	\$60	\$72
7 – 10	\$52	\$65	\$78
10 +	\$56	\$70	\$84

4. Registration Update: There are currently 71 students enrolled for the 2018-2019 school year. MWF 4s morning and afternoon are both closed. There is 1 spot remaining in the M-F morning class.
5. Meeting was dismissed at 7:45 PM.

**Sunday School:**

No new news to share.

**VBS:**

Tentative dates for next summer are July 9-13, 2018. We are currently in the process of selecting a program and theme.

**Adult Education:**

There are currently two offerings for adults during the FED hour:

- Pr. Greg is leading the Lectionary Study in the Celebration Hall.
- Mann and Mercy – The New Testament, in the Music Room

The Christian Education Mission Group will meet on Sunday, January 21st after the 11:00 service.

## General Facilities Report January 2018

### Facilities Review

1. Repairs made to Yellow preschool room for lighting – Jim Porter – additional parts ordered.
2. Jim would like to setup an account with Rexel for future orders– coordinate with Gina Miller
3. Sherman Canapp ordering repair material for pothole in parking lot. Repair to be made 1/13
4. Sharlene Krause requested additional mics for audio in sanctuary. Glenn Garbinski ordered one for testing.
5. New projectors installed in Celebration Hall. Glenn Garbinski is ordering security cables for new equipment.
6. Electrician contacted to repair damaged outlet in Sanctuary. Raynor Electric made repairs and restored outlets/power.
7. Gwen Steele installed Geocache near outdoor classroom. Geocache has already been used by interested people.
8. Met with Adam Koch about Sanctuary upgrades – Adam would like to coordinate Sanctuary upgrades with any emergency exit construction. Propose someone should be designated as a capital projects manager for upgrades in Sanctuary. Suggested upgrades have included emergency exit install, additional lighting in contemporary band corner, new organ console and pipes installed, cross to be moved from wall, new flooring install to remove carpet, new projector mounted to ceiling, etc.
9. Custodian position posted. Sorting through applications to schedule interviews. Gina created a digital employment application for HR purposes.
10. Parking lot and sidewalks have been treated 4 times so far this season by Snow Removal contractor. Additional Salt was purchased from BRS and is stored in HVAC room near preschool.

### Action Items for next meeting

1. Repair pothole in parking lot.
2. Interview custodian candidates.
3. Need commercial contractor to review filter for Boiler.
4. Clean parsonage basement shower.

### Items for discussion in Council session

#### Capital Repair project – Sanctuary

Adam does not want any cutting of masonry walls for new exit door while organ parts are exposed or damage to organ may be permanent. Will need someone to coordinate many aspects of proposed Sanctuary upgrades. Also need to discuss funding

## OUTREACH REPORT

### Servanthood

**Sharing Table** - Meal served on November 18.

**FCCA Overnigh shelter** - Last date served: January 1

**Christmas Baskets**- This year, LCGS requested 125 names primarily from Mason Dixon, ARC, and the Community Action Agency. We served 39 families that range from 1-8 members totaling 136 individuals as well as 10 individuals from the ARC. Donations of turkeys/hams as well as groceries and gift cards were also included. 30 kits for the homeless were delivered to Community Action Agency.

**Coat Drive**- During the fall season, we asked the congregation for donations of coats to be donated to Mason Dixon Community Services in December. This collection was definitely a community project. Karen Hilton relates that coats were received from Keller Williams, neighbors, and pre-school families as well as LCGS members. Totals: 160 coats, 159 hats, scarves and pairs of gloves(combined), 4 pair snow pants, 7 pair winter boots, 12 musical sweaters/sweatshirts.

**Habitat for Humanity** Work Day - anticipate a date in spring

**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.

**Harford County Hope for the Homeless Alliance** - Servanthood is exploring ways to support the winter rotating shelter. An informational session was attended Oct. 12.

### **Communications**

The Communications team updates the web and Face Book sites on an on-going basis. During Christmas, the gift tag board was featured as a reminder to those who plan to contribute. Volunteer photographers documented Advent and Christmas activities/services.

### **Connections**

The next new member class will be held in spring.

### **Social Justice**

The ministry team has narrowed focus to issues impacting Refugees/Immigrants. Team is planning follow-up to LIRS presentation.

### ***Worship and Music Report - January 2018***

*Meeting Attendance;*

Sharlene Krause, Steve Resnick, Dana Hamerla,  
*Pastor Greg, Lauren Rein, Adam Koch, Meghan Marx*

• Review of 2017;

*Ways to improve what we are doing*

- Review to prepare for 2018 Lenten/Easter
- *Thoughts to continue Wednesday Evening midweek services after Lent, as an alternative service to reach out to those who can not attend on Sunday mornings.*

*Christmas Eve Attendance*

2017 2016

4:00 373 381 (-8)

7:00 258 212 (+46)

9:30 166 201 (-35)

Total 797 794 (+3)

Easter Attendance

2017 2106

7:00 53, in sanctuary 30, outside (+23)

9:00 238 209 (+29)

11:00 272 243 (+29)

Total 563 482 (+81)

*Adam requested having Maundy Thursday and Good Friday services start at 7:30 instead of 7:00, to give people extra time to arrive.*

*Upcoming dates;*

*February 14th. Ash Wednesday*

12:00 PM & 7:00PM

*Mid week Lenten Services 7:00 pm*

*February 21st, 28th, March 7th, 14th, & 21st*

*Sunday's in Lent 8:00 & 11:00*

*February 18<sup>th</sup>, 25<sup>th</sup>, March 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup>  
March 25<sup>th</sup>, Palm Sunday 8:00 & 11:00  
All gather in Celebration Hall  
March 29<sup>th</sup> Maundy Thursday 7:30pm  
March 30<sup>th</sup>, Good Friday 7:30  
April 1<sup>st</sup>, Easter Sunday 7:00am, 9:00 am, 11:00am  
April 8<sup>th</sup>, Youth Sunday 8:00 & 11:00  
May 20<sup>th</sup>, Pentecost 8:00  
11:00 Confirmation  
Next meeting, February 7<sup>th</sup> @ 6:30*