

## Congregation Council Meeting

May 18, 2021

7:00 PM

### MINUTES

#### I. Call to Order 7:01p.m.

- A. **Attendance:** Mark Stanziola, Pastor Ric Elliott, Faye Casciano, Chris Pirrotta, Chris McGrath, Amy Grubb, Bob Stevens, Pastor Spencer Steele, Mike Epperly, Nina McNally, Denise Rohrbach, Hayden Fermier, Mark Binkley, Kristin Ervin, Sue Mathieu
- B. **Excused:** Pastor Tami Reichley
- C. **Devotions:** Mike Epperly

#### II. Approval of minutes from the April 21, 2021 Council meeting

- A. **Motion** to approve the Council minutes from the April 21, 2021 monthly meeting by Mike Epperly with a second by Pastor Spencer Steele. **Approved**

#### III. Staff Reports - Pastor Elliott

- A. **Vaccination/Waiver** – To be signed by all paid employees to limit church liability if COVID-19 infection was traced back to a church employee
- B. **Staff and Re-entry into offices** – Staff will function in the office starting in June. The office end of the building will be open during normal time and clergy will be present. There will still be limitations with the use of the entire building.
- C. Production Assistant Brock McElhenney recently graduated and will be more involved shortly.

#### IV. Finance Update –

- A. Audit of 2020 financials was completed and approved
- B. **Summary of expenses** – There is a \$27000 shortfall of unpledged income and this is being addressed by stewardship. We are within \$2000 of where we planned to be at this time of year but we are there because the sexton resigned (decreased expenses).
- C. **Motion** from Mike Epperly that the following resolution be approved, “To grant authorization to Mark A Casciano, Sherilyn D Scheetz and Debra R Stevens to conduct transactions on behalf of the Congregation Council on Mutual Fund accounts and Brokerage Services with Vanguard. The resolution supersedes any previous resolutions of this kind and this resolution is to remain in effect until Vanguard receives notification that this has been revoked”, with a second from Bob Stevens **APPROVED**.
- D. **Endowment** - Mark Casciano is initiating a thorough review of the Endowment information.

**V. Building Project Update**

- A. Occupancy Target 10/31/21** – We are still tracking for this date and will have clearer understanding upon granting of permit(s).
- B. Zoning Appeal Update** – Last Monday night, Chris Carter, Pastor Ric Elliott, the structural engineer and our attorney proceeded to apply for special use variance and this passed. This coming Thursday, Pastor Ric Elliott and Bob Stevens will meet with Upper Milford Township supervisors for approval to proceed. Once approved the permit process starts and then we can break ground.
- C. Construction Firm Update** – Mike Epperly shared a status report on construction with lots of progress being made.

**VI. Mission Team Reports**

- A. Faith Formation for Children** - Graduation of preschool is being moved to the parking lot from the lawn. **Motion** from Amy Grubb on behalf of Faith Formation for Children that VBS music be moved to the Fellowship Center so they can use the screen - second by Pastor Ric Elliott. **APPROVED**  
A campfire service geared toward kids and youth is being considered for mid-week evenings June, July and August (including blessing of the backpacks).
- B. Faith Formation for Youth** – the first in-person event was held in May; mini golf is planned for next month

**VII. Old Business**

- A. Tent Rental status** – The tent is on track to be delivered in the middle of June and end of rental planned for early October 2021 with the potential of extending (noting the permit will also need to be extended).
- B. Austin Gross status** – Last month we talked about his short-term assignment being extended. The next actions are for Staff Support to consider a resolution and Finance to consider options from Endowment for costs.
- C. Re-entry of Congregation/Public Plan** –The plan is to open church June 1<sup>st</sup> for offices, staff is encouraged to be vaccinated, all employees will sign the waiver (as noted previously) and unvaccinated employees will wear masks. The tent will arrive in mid-June and be used the week of June 21<sup>st</sup> for VBS. There are many other groups considering use of the tent during the summer.

**VIII. New Business**

- A. Organ Delivery date – June 28, 2021 Motion** by Bob Stevens to accept delivery of the organ and to be set up in the Fellowship Center on June 28 2021 with payments starting at that time. The organ company will move it to sanctuary at no extra cost when needed, second by Sue Mathieu. **APPROVED**
- B. Sexton position** – We are still looking to fill this position and will revisit the scope and plan once we are back in the church.
- C. Candidate for Director of Liturgy following Dodd's resignation – Melanie Werley Motion:** Faye Casciano on behalf of Staff Support moves to extend an offer to

Melanie Werley for Director of Liturgy to start mid-June for a 90-day trial period at an annual salary of \$15,300 with no benefits. Second by Kristin Ervin **APPROVED**  
Pastor Ric Elliott will follow up with the synod about the request to use Deacon title.

- D. Worship Schedule (Live and Zoom) - Motion** from Sue Mathieu to recommend concurrently offering in person worship with a pre-recorded Zoom service at 9a (spirit service in the tent and family service on zoom) and 10:15a (same service, same liturgy). Second by Kristin Ervin **APPROVED**. Further details, logistics and decisions related to music/singing, communion, bulletins, signing of waivers, wearing of masks, use of worship volunteers and use of signage will be discussed further by applicable staff and/or Mission Teams.

**IX. Next Meeting – June 15, 2021 (ZOOM)**

**A. Devotions – Bob Stevens (reviewing chapter of Cultural Architecture)**

**X. Adjourned in prayer at 9:06pm**