

Congregation Council Meeting
July 20, 2021
7:00 PM

MINUTES

- I. Call to Order 7:06p.m.
 - A. **Attendance:** Faye Casciano, Pastor Ric Elliott, Mike Epperly, Kristin Ervin, Hayden Fermier, Amy Grubb, Susan Mathieu, Chris McGrath, Nina McNally, Pastor Tami Reichley, Mark Stanziola and Bob Stevens
 - B. **Excused:** Mark Binkley, Chris Pirrotta, Denise Rohrbach and Pastor Spencer Steele
 - C. **Devotions:** Kristin Ervin

- II. Adoption of June's Council Meeting Minutes **Motion:** To approve the June council meeting minutes by Pastor Tami Reichley, with a second by Amy Grubb. **APPROVED**

- II. Staff Reports
 - A. With the end of the summer Sexton assignment, Nursery school re-starting and increased activity in the building, the current strategy for the Sexton needs to be adjusted to accommodate these changes. We need to start a formal search (posting on Zip Recruiter and Indeed) for a full-time Sexton. **Motion:** From Bob Stevens, to allow the start of a formal search for the full-time Sexton to start in September 2021. The potential candidate(s) will be brought back to Staff Relations for review and approval. Second from Pastor Ric Elliott. **APPROVED**
 - B. The Director of Liturgy transition from Dodd Lamberton to Deacon Melanie Werley is going smoothly.
 - C. Pastor Spencer Steele is serving at Bear Creek Camp this week.
 - D. The current hybrid worship schedule is challenging for staff and there continues to be an increased need for pastoral care.

- III. Finance Update – Mike Epperly provided an overview and summary of current Finances. There is some uptick in unpledged income; still running behind YTD by \$26,600 . Operating expenses are continuing to run slower.
 - A. From the original PPP loan, \$20000 was set aside for the Nursery School. The second PPP loan was specific for the Nursery school in the amount of \$15700. This amount will come back to the operating fund. The Nursery School Board will meet next month to determine if they need the difference (\$4300). The \$15700 returned to the operating fund will cover the cost of the tent.
Tuition assistance may be something that can be covered by the Wotring Fund.
 - B. Endowment – There was a request from Pastor Spencer Steele to approach endowment to request funds for CAT camp (~\$2600). The Wotrings agree it fits the

agenda of the Wotring fund. Endowment and Finance will review the request and seek approval, as applicable.

V. Building Project Update

A. Occupancy target is Nov 12, 2021 with the date still fluid. Meetings with Funk will determine what is needed related to certificate of occupancy.

B. "Performance Bond"/Waiver of "Bond" –ELCA MIF has requested that LCHS has a payment and performance bond which is an insurance bond should Funk go under we are covered. **Motion:** Pastor Ric Elliott moved to apply for the waiver of the payment and performance bond with a second by Bob Stevens. **APPROVED.** Letter to be sent and signed by Mark Stanziola

C. There have been sizable change orders (we had a contingency of \$80K and it is now gone having overspent by \$30K). The project is now \$30-\$50K over budget. We will either need to add to the mortgage or raise more money or save money in other ways. The good news is we have had a member add \$100K towards the project...with \$70K received and \$30K is pending. Communication to the congregation is pending for mid-August with building update.

Some of the change orders come from the following:

- Rock removal by the ramp (\$275/cubic yard – 89 cubic yards, resulting in a change order of \$25,270)

- Site Management/Storm Water management – in area by ramp and in front of the building to contain drainage (\$64,648)

D. Future donations – Margaret Legenhausen's Memorial donation is forthcoming with exact amount still unknown. Lorie Stout Sherman and Jim Anderson suggest that the LULA be completed and paid through funds from the Memorial (LULA cost ~ \$150K). Another person is scheduled to give \$50K with focus towards downstairs renovations. For LULA, the best time to add will be next summer upon approval by the congregation. We would also discuss with Funk what can be done now to prepare for installation of the LULA.

VI. New Business

A. 60th Anniversary Celebration – planning has begun and the proposed date is Sun Dec 19, 2021. Core planning team includes Mike Epperly, Pattie Bisbing and Alice Mudge. A guest preacher will be recommended and invited. The plan is to have a catered (by 29Cooks) light lunch after the last service. There is nothing in the budget for this event. Projected attendance numbers are unknown. Additional ideas are to have a banner made by Liz Cassler; worship booklets; and historical pictures from the archives. A Pictorial directory is suggested but not to occur until the first quarter of 2022. **Motion:** Pastor Ric Elliott moved to set aside \$3000 for the budget to support this event, second by Bob Stevens. **APPROVED**

B. Fall Worship Schedule – The proposal is to have (starting Sept 12, 2021):

8:30a Tent worship

9:30a CAT class in Speary Café

9:30a CFL in Fellowship Center (with Zoom capabilities)

9:30a Family service - live and in the Tent (with enough volunteers to manage the kids if parents want to go to CFL)

10:30a ZOOM worship service

10:30a Tent worship service (10:30a services to run concurrently/separately)

This schedule would be from Sept 12, 2021 until after Nov 12, 2021 or until the building opens, whichever comes first. **Motion:** Pastor Ric Elliott moved to adopt the proposed worship schedule with a second from Kristin Ervin. **APPROVED.**

C. Singing in Worship. **Motion:** Pastor Ric moved to transition from humming to singing behind a mask (worn only during the singing) with a second by Mike Epperly.

APPROVED.

D. Live Streaming Issue(s) – Sharon MacCabe is concerned with copyrights issues on Facebook; need to use a streaming service like VIMEO or Blackbox at a cost of \$65/month to allow to stream to our website then to Facebook. **Motion:** Pastor Ric Elliott moved to give the Technology Mission Team and Sharon MacCabe the go ahead to look at a streaming service (authorizing cost up to \$65/month); using our own website as a vehicle, with a second by Sue Mathieu. **APPROVED**

E. Nursery School Reopening Protocol(s) – Full Health and Safety plan approved by the Nursery School Board was distributed. The plan includes still operating in pods; parents dropping off outside to limit visitors; making masks optional for students and staff, unless changes due to state or federal mandates; physical distancing as much as they can. **Motion:** Amy Grubb moved to approve the Health and Safety plan for the Nursery School as presented with a second by Kristin Ervin. **APPROVED**

VII. Mission Team Reports

A. OUTREACH – Alice Mudge shared updates with the Outreach Mission Team about the Ingathering program that each congregation in the Lehigh Mission District will be assigned two agencies for collecting the "unwrapped" gifts. LCHS has been assigned the 6th Street Shelter and the Refugee Resettlement Program. We should have the lists of items needed no later than 9/15/2021. We will also give to Topton Home.

B. A reminder that donations should be cleared through Council. If it is a new benevolence project/outreach, it should be approved.

C. Benevolence – as was done last year consider if half of payments be made to agencies now and the remainder in December. Pastor Tami Reichley will follow up with the Benevolence team and then bring to Finance for review.

D. CFL – There were concerns about the proposed worship schedules initially but the proposal should be ok.

E. Building Emergency Task Force - \$37,725 was received through the non-profit grant program. The task force has approval to move ahead to address improvement related to access, controls and monitoring of the building; the project is now running \$9600 over budget and they will de-scope some items after next meeting.

F. Dodd Lamberton will be thanked at the next worship services along with a welcome extended to Deacon Melanie Werley. As a gesture of thanks a \$150 gift certificate will be sent to Dodd Lamberton.

VIII. Old Business - None

IX. Next Meeting – August 17, 2021 (in Fellowship Center)
Devotions - Chris McGrath

X. Adjourn 8:55p