

March 21, 2004 Church Council Meeting

Council Members Present: Bob Rhyne, Charlotte Fairman, Julia Passmore, Jack Heberlig, Ron Graham, Tom Frick, Don Keen, Mark Elgart, Jack Miller, Pastor Graff, Mandy Trombley

Congregation Members Present: Bill Robertson, Metta Anderson

Meeting officially opened and called to order by Bob Rhyne

Bob Rhyne quotes constitution (chapter 10, section 7) regarding 'Robert's Rules of Order,' the parliamentary procedure for all meetings to be held under

Pastor Graff leads with devotion from Jesus CEO and a prayer

February 22, 2004 minutes (second version) is approved and it is decided that the previous month's minutes will be distributed at each meeting to council members

Bob Rhyne's President Report:

- Partnership agreement letter from synod
 - The letter is read and given to Julia Passmore. There is discussion over the number of St Luke's members and what amount we should send to Synod. Council agrees to send what we've budgeted for the year and if we receive funds over budget, we'll send more
- Note from Don Phillips regarding survey and website updating. Wanting a discussion board
 - Marketing and Technology in Pastor's new plan
- Anna Vee's letter regarding Ken Franke's coordinating setup, food and tablecloths for Virginia Farr's funeral
 - Council agreed he should be recognized for this specific event but recognizes a larger problem. Jack Miller comments about the need for reorganization of staff roles since there are so many holes. Pastor agrees since there are only two staff people working to fill the roles of several people.
 - Metta Anderson notes that it's illegal to volunteer where you work; she brought this concern to council in August and it still hasn't been addressed.

Congregation Member's Presentation:

- Metta Anderson- "Time Out for Youth," a non-profit support group for kids with sexuality issues
 - In need of emergency housing
 - Asking St Luke's to support Time Out both financially and morally
 - Pastor believes it should be a safe place for all people and that sometimes Lenten offerings are set aside for a special offering (maybe next year).
 - Would like to integrate youth from St Luke's and Time Out
 - Love Thy Neighbor Festival would be a great opportunity for community exposure about Time Out and it is suggested they should have a booth.
 - Bob Rhyne asks Pastor for a letter recognizing that we (St Luke's) endorse their program; he agreed.

Pastor's Report:

- Introduces and hands out “The Winning Team” model, describing each position and need for a staff person and council person assigned to each of the 5 areas
 - See attached for assignments of staff/council/congregational committee members
- Recap on his first month at St Luke’s
 - Visited 18 members, ½ of all Charlotte Lutheran Clergy and all of Park Road Clergy
 - Met with Pastor Guy regarding Charlotte Lutheran School
 - Pastor Guy will be attending the council meeting in May
 - Constitution Committee is working diligently
 - Scheduled 6 baptisms and installed 7 new members

Finance Committee’s Report:

- Committee had meeting last week with Paul Brown regarding the review (Pastor, Passmore, Sturgeon, Abby Kerr, and Dorn Grossinger)
- This week, Ken Franke and Paul Brown should complete the books for 2003

Paul Brown’s Report:

- He was originally asked to do an audit but he learned that the accounts weren’t strong enough to analyze. Therefore, he focused on the following accounting areas:
- Checks written over \$1000
- Counter’s reports vs. actual deposits vs. ledger
- Deposits vs. general ledger (where some problems occurred, since part of the money we received was not recorded into the ledger, particularly non-contribution income)
 - To date, the only error he has found has been data entry errors (numerical typos) and lack of entries.
- He feels that there was no deliberate attempt to misplace funds and that the financial confusion is due to lack of record keeping from April forward and people not knowing how to input/extract funds into the system correctly
 - The ACS workshop has been suggested for both Sandra Taylor and Ken Franke.
- Once the 2003 books are closed the audit will be finished.
- Ron Graham asks about taxes and how to make the assessment to the congregation
 - Pastor suggests supplying them with quarterly statements for the first quarter
 - Agreed by council

Technology Update from Jack Miller:

- Council members should spend 20 minutes on the website clicking through the links
- Software is in and should be installed by next weekend

Closing details from Bob Rhyne:

- Parking lot lights
 - We have a tentative proposal from Duke Power
 - Council agrees to proposal
- Roof problem over the two buildings
 - Borrow the money and pay it back as we develop the capital
 - Motion approved to replace the roofs
- Tom Frick is recognized for repurposing the carpeting and marble
- Emptying out of storage and selling everything in the attic sale
- Cleaning church one room at a time
- Charlotte (Video) and Tom (Camera) have volunteered to take inventory photos
 - Inventory safe deposit box

- Tom Frick notes that motion sensor cameras have been purchased
- Alter Guild needs to be requested to purchase less waxy wicks for Acolytes
- Sunday School attendance will now be taken
 - Spreadsheet of attendance and financial figures should be inserted into bulletins and newsletters

Apartment zoning details from Charlotte Fairman:

- Apartment prices have increased
- The name has changed from St Luke's Village to Sedgefield Park

Youth Update from Mark Elgart:

- Avalon Convert Saturday, April 17
- T-Shirts
- Request for Youth Director, to be discussed next meeting

Synod Assembly from Pastor Graff:

- We can send six delegates
- Discuss at next meeting who will attend

Dismissal