St. Paul’s Lutheran Church - Board of Directors Minutes

August 10, 2022

**2022 St. Paul’s Board of Directors:**

Zac Huffman, Bernice Prescott, Cyndie Dixon, Jen Houck, Carol Cook, Judy Tribby, Madonna Howard, Pastor Teklu

**Present:** Zac Huffman, Bernice Prescott, Cyndie Dixon, Jen Houck, Carol Cook, Judy Tribby and Madonna Howard

Pastor Teklu was not present due to illness

Zac called the meeting Order at 5:30. - Opening Prayer

No BoD meeting was held in July, 2022 but Zac did send out an agenda digitally that was discussed via email. Patrice will post the July 13, 2022 meeting agenda to our website.

**Treasurer’s Report - July, 2022**

July Budget Status: **96.94%** of goal, down from June **102.23%**

- Offerings YTD: $110,262.83; under goal: (**$3,477.40)**

- Expenses YTD: $81,052.14; under budget **$32,787.48**

- Overall YTD: all income minus expenses **$29,310.08**

- 2022 budget: $195,154.63; $3,752.97/wk needed to meet budget

Judy noted that the Folk Scholarship line does not reflect the full balance. Zac will research to see if the funds are in another account under a different name.

The question was raised asking if a Financial Secretary was needed. Linda Craig and Sadie Becoate are presently doing the job as counters. The issue will be taken up another time.

**Pastor’s Report**

- Pastor was on vacation from July 13 - 27, 2022 and then hospitalized and out for illness since Sat. July 23, 2022. All pastoral activities are on hold.

Bernice has been a liaison between Tsion, the Pastor’s wife, and the congregation. She reported that transportation may be needed for trips to take Pastor to the hospital for radiation.

The following Supply Pastors are scheduled:

~7/31 - Pr. Yared Halche

~8/7 - Rev. Jon Diefenthaler

~8/14 - Pr. Kevin Wackett

~8/21 - Pr. John Jakupciak

~8/28 - Pr. Kevin Wackett

Pastor Wackett comes from Salisbury and Zac asked if he would like to spend Saturday evenings in a local hotel. He has not received a response.

Pastor Matt Hilpert, Galilee Lutheran in Pasadena, MD will be available for any pastoral emergencies in Pastor Teklu’s absence.

The job of **Contemporary Music Director** has not yet been filled. Charlton has expressed interest. Leigh Ann has also made a suggestion and Zac will follow up on that contact.

**Open Items from Last Meeting**

1. *Church Cleaning Service* - Life Bridge has indicated they will take over church cleaning and will charge $500 / mo. This has been confirmed and

the paperwork is being renewed and sent to Michelle Crislip to set up payroll. Bernice noted that some members of LifeBridge have been cleaning the church on a volunteer basis.

1. *Church Mgmt. Software -* IconCMO has been installed and the database update is in progress. It will then be sent to congregation members to add their personal information. With Leigh Ann’s leaving this action will likely be delayed.

**Current Agenda Items**

1. We are currently seeking a new Office Manager, as Leigh Ann Hinton’s last day is Aug 19, 2022. Volunteers have stepped up to learn the new computer systems before she departs. She has suggested a replacement for the position that is being considered.
2. We may have need of a new Sunday School Team Ministry Leader as Bonnie Weinhold may be moving to PA. More to follow.
3. *Strategic Plan -* Strategic Vision Refresh, Focus on 2022 activities

- Review of 1-2Q goals at June 26, 2022 congregation meeting

- 3-4Q goals:

~ Complete church directory / database

~ Trunk or Treat

~ Thanksgiving pie service

~ St. Paul’s 75th anniversary

~ Team “frame of reference” documents

*Streaming Video & Audio* – Jen confirmed that overall, system seems to be working satisfactorily. Additional volunteers are needed to fill vacancies in scheduling. Ryan Dusak is to be hired for complete system update-documentation. (pending)

Bernice asked if a Zoom connection is needed for access to service. It was noted that it must be set up by Pastor or someone else. Zac will supply a PC this week and volunteers must be made aware of this and set on up each week. This only affects the early service. Volunteers need to bring laptop, PC or MAC so it can be set up accordingly.

1. *Storage and Display* – TheYouth Group storage requirements are to be determined.ChadMuntz will have to be asked.
2. *Education & Worship Team -* The Education Team met 7:00PM Wednesday, July 27.The team requested that one service be held on Sept. 11 at 9:30am to kick off Sunday school, Youth Group and Adult Bible Study.

The Well is rescheduled from Sept 11 to 6:00pm on Sept 18.

1. Craig Silbert painted church entrance July 27; looks great!
2. John Segelhorst will be building / installing altar and sacristy hand rail(s) for the safety of our service leaders.
3. Steven Wise has been doing the landscaping – will continue throughout growing season when a new person must be found,
4. Rick Tansey will continue to do snow removal.
5. A Congregational Meeting will be scheduled for December, date TBD.
6. Next BoD meeting: Wednesday September 14, 2022, 5:30 pm
7. The Ministry Staff Planning mtg. scheduled 7PM August 17, 2022 will still be held with team leaders. A Zoom link will be provided at a later date.
8. Service Views 2022 - 3rd Quarter:

July Avg: 8:15 am 38 total (28 in person, 10 live stream)

10:00 am 62 total (54 in person, 8 live stream) 1 service

10:30 am 22 total (14 in person, 8 live stream)

**Sunday Services**

July 3 8:15 am 33 total (27 in person, 6 live stream)

10:30 am 31 total (18 in person, 13 live stream)

July 10 10:00 am 62 total (54 in person, 8 live stream)

(Pr. Teklu 2nd anniv; Kollin Crislip high school grad)

July 17 8:15 am 39 total (30 in person, 9 live stream)

10:30 am 14 total (12 in person, 2 live stream)

July 24 8:15 am 41 total (34 in person, 7 live stream)

10:30 am 16 total (11 in person, 5 live stream)

July 31 8:15 am 38 total (19 in person, 19 live stream)

10:30 am 25 total (15 in person, 10 live stream)

Respectfully submitted,

Cyndie Dixon

BoD Secretary