

March 2025 Minutes

Church Council Meeting Minutes

The regular monthly meeting of the Zion Church Council was held on Monday, Mar. 10th, at 6:30 P.M. in Zion's Conference room the President being in the chair and the Secretary being present. The following people were present for all or part of the meeting: Mr. Bruce McIntosh, Mrs. Linda Kinna-Engel, Mr. Jeff Derr, Mr. Bob Rockwell, Mr. Darin Gordon, Mr. Clinton Appleby, Mrs. Carolyn Milauskas, Dr. Sheri Huckleberry, Mr. Jack Newkirk, Mrs. Sharon Finley, Ms. Addison Shupe, Mrs. Lori Odell, Mrs. Deb Reichelt (Treasurer), Pastor Matt Day, Pastor Diane Day. A quorum was met with 14 of 14 members present at the meeting. The minutes of the last meeting were read and approved as corrected.

Agenda items were distributed to council members electronically prior to the meeting. A motion was made to amend the agenda with the addition of two items. There being no discussion, the chair called for the vote. The motion was adopted.

VOTED:

2025-03-1 To adopt the agenda as amended (moved and seconded)

Devotions: Pastor Diane

A motion was made and seconded to accept the minutes with corrections. A voice vote was taken, the vote was unanimous.

VOTED:

2025-03-2 To accept the minutes as amended.

The reports of the Treasurer, Executive Committee and Co-Pastors were received and placed included in the agenda. There was one request by Pastor Matt to remove the Property Committee report from the consent agenda. The President called for a motion to accept the amended consent agenda. The items on the consent agenda were adopted.

VOTED:

2025-03-3 To adopt the amended consent agenda.

Under unfinished business the Council reviewed the recommendation from the property committee to renew the Warner Service contract for one year but remove the auto renewal clause in the service agreement. A voice vote was taken, the vote was unanimous.

VOTED:

2025-03-4 to renew the Warner Service contract for one year but remove the auto renewal clause in the service agreement

Under new business the council reviewed a proposal submitted by the Executive Committee to refer the question of reviewing Zion's vision statement and providing specific direction for its programs to a special (ad hoc) committee. A voice vote was taken, the vote was unanimous.

VOTED:

2025-03-5 To refer the question of reviewing Zion's vision statement and providing specific direction for its programs to a special (ad hoc) committee of 3 to be appointed by the chair, the chair to be Sharon Finley and the committee to report at the April meeting.

The Executive Committee presented a motion to appoint 3 individuals to the Mutual Ministry Committee to replace the members completing their term on the committee. A voice vote was taken, the vote was unanimous. Individuals were appointed/reappointed: Vince Bello, Terry Poffenberger, Jonathan Minchoff

VOTED:

2025-03-6 to appoint the following 3 individuals to the Mutual Ministry Committee to replace the members completing their term on the committee:
Vince Bello
Terry Poffenberger
Jonathan Minchoff

The Council Secretary presented a chart listing Committees, Boards and Ministry teams for 2025. Several corrections were noted, and a voice vote was taken. The vote was unanimous.

VOTED:

2025-03-7 to appoint the following individuals as chairs/facilitators and liaisons of Zion's Standing Committees and Ministry Teams:

ZION LUTHERAN CHURCH			
COMMITTEES, Boards & MINISTRY TEAMS FOR 2025			
Name of Committee	Staff	Council Liaison	Chairperson/Facilitator
Executive Committee	Pastor(s)		President of Council
Property Committee		Vice President	Larry Schaffert
Audit Committee	Deborah Reichelt		Vacant
Nominating Committee	Pastor(s)	Outgoing Council Member(s)	Rosella Wilson
Finance Committee	Pastor(s)	Jack Newkirk	Ken Basler
Mutual Ministry Committee	Pastor(s)	Linda Kinna-Engel	Jonathan Minchoff
Personnel Committee	Pastor(s)		Sheri Huckleberry
Altar Guild Ministry Team	Pastor(s)		Flowers -Shirley Ferguson & Ruth Warnock Paraments -Marci Gordon Communion -Cindy Keller Vestments -Gwen Bowlus & Jo Ann Poffinberger
Christian Fellowship Ministry Team	Deborah Reichelt	Clinton Appleby	Gene Appleby and Shirley Ferguson
Christian Formation Ministry Team	Pastor Diane		Jeff Derr
Living History Ministry Team	Pastor Matt		Mary Ann Marcantonio

Prayer Ministry Team	Pastor Diane		Joanna Poffenberger
Safety and Security Ministry Team	Pastor Matt		Pastor Matt
Stewardship Ministry Team	Pastor Matt		Carolyn Milauskas
Welcome and Engagement Ministry Team	Pastor(s)		Jamie Derr
Worship and Music Ministry Team	Pastor Diane		Rep: Pat McIntosh
Communication and Technology Ministry Team	Pastor Matt		Vacant
Middletown Valley Food Bank Advisory Board		Bob Rockwell	Ann Pond
Cemetery Board of Managers		Sharon Finley	Dixie Eichelberger

The next item of new business was to evaluate the furniture proposal noted in February minutes and offer recommendations. The Executive Committee submitted a motion to refer the question of evaluating the furniture proposal to a special (*ad hoc*) committee of 4 to be appointed by the Council President (Mrs. Dixie Engelberger, Pastor Matt, Mrs. Lorie O'Dell, Mrs. Lori Shupe, Mrs. Deb Reichelt, the chair to be elected by the committee to report at the April meeting. Unanimous approval was received.

VOTED:

2025-03-8

To refer the question of evaluating the furniture proposal to a special (*ad hoc*) committee of 4 to be appointed by the Council President (Mrs. Dixie Engelberger, Pastor Matt, Mrs. Lori O'Dell, Mrs. Lori Shupe, Mrs. Deb Reichelt, the chair to be elected by the committee) to report at the April meeting.

Pastor Matt submitted the names of a new family requesting membership: Joy and Larry Wilson and their two sons, Zander and Nat. The names were approved by the Council.

The Property Committee asked the Council for approval to use a certain percentage of the Building Fund budget to cover unexpected property expenditures. The Council recognized a need for the Property Committee to expedite expenditure for costs not covered by their budget but directed the Committee to forward the bills to the Executive Committee for immediate action. The decision to use Building Funds will be made by the Executive Committee and the Council will be informed at the next regular meeting.

The final item of new business was a review of the following suspense actions by staff member of chair indicated. Individuals were asked to provide an update to the council at the April Council meeting.

- Posting the Child Protection SOP to church website – Pastor Matt
- Submitting a report of ministry to the bishop – Pastors
- add a directive for an annual review to the *Orientation Manual for Church Council Members* SOP #13 for an annual review. – Council Secretary [Completed, needs to be added to the website]
- Add a directive for an annual review to the Receptionist SOP #12. – Church Administrator
- Establish a plan to hire a Youth Director – Pastors/Personnel Committee
- Review the performance of the investment account and investment policy guidelines
- Insurance Review – Direct Finance Committee to conduct review. – Chair/Liaison Finance Committee
- The Cemetery Board must submit the name of a manager for approval by the Congregation Council. (Verbal notification was received that David Huffer would assume this position. However, written confirmation should be submitted in addition to the election results for the Chairman and Secretary-Treasurer positions.) – Chair/Liaison Cemetery Board
- Liaisons for standing committees need to submit a roster of committee members in their respective committees. The list will be sent to the Council Secretary no later than the April Council meeting.

During the Open Forum there were discussions regarding:

- Continuation/resolution of priorities for 2025 based on last year's priorities (All members agreed with the priorities suggested by Pastor Diane (See enclosure),

- Plans for pictorial directory,
- Reminder of mentor pairing: Mrs. Lori O'Dell & Mr. Darin Gordon, Ms. Addison Shupe & Jeff Derr, Mr. Jack Newkirk & Mr. Bob Rockwell, Mrs. Sharon Finley & Mr. Bruce McIntosh

The Council President selected Council members to present the *Take 5* items at the next worship services on Sat. March 15th, 2025. and the Sunday services on March 16th, 2025.

The March 2025 meeting of the Church Council adjourned at 8:06 P.M. on Mar. 10th, 2025, following announcements and prayer.

Bruce McIntosh, Secretary