

Minutes

Church Council Meeting Minutes

The regular monthly meeting of the Zion Church Council was held on Monday, April 6th, 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. Doug Davis, Mr. Bruce McIntosh (Secretary), Mr. Darin Gordon, Mrs. Linda Kinna-Engel, Mr. Jeff Derr, Mr. Bob Rockwell, Ms. Donna Huffer, Mr. Bob Hetrick, Mr. Clinton Appleby, Mrs. Cindy Unangst, Pastor Matt Day, and Pastor Diane Day. Dr. Sheri Huckleberry and Mrs. Carolyn Milauskas were absent. Mrs. Deb Reichelt (Treasurer) was absent due to vacation. A quorum was met with 12 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 adopt the agenda. There being no discussion, the chair called for the vote. The motion was adopted.

VOTED:

2024-4-1 To adopt the agenda and to permit the President to call for consideration of agenda items in the order the President deems most appropriate. (moved and seconded)

Devotions: Pastor Diane

The reports of the Treasurer, Executive Committee, Personnel Committee, Property Committee, Alter Guild, Administrator (Volunteer) Co-Pastors, Nomination Committee and Food Bank Advisory Board were received and placed on file. There were no requests for items to be removed. The President called for a motion to accept the consent agenda. The items on the consent agenda were adopted.

VOTED:

2024-4-2 To adopt the consent agenda. (moved, seconded)

Questions relating to the Middletown Food Bank Project which were postponed from the last meeting were then taken up again in April. Mr. Rockwell discussed the need to carefully work out details with the town of Middletown emphasizing that the Town receives the grant and gives it to Zion's Food Bank. A memorandum of agreement (MOA) is, therefore, the proper instrument to be drafted. However, there are still many issues to be resolved. The Food Bank anticipates having an MOA for the Congregation to review in sometime in May. Action on the MOA was tabled until the May Council meeting.

The next item of new business centered around a review of the nomination process for Church Council members submitted by the Nomination Committee. The intent of this resolution is to find ways to increase the number of congregational members willing to serve on the council. After amendment and further debate the resolution was adopted as follows: (Amendment moved and seconded)

VOTED:

2024-4-3 *Whereas*, the Nominating Committee has experienced great difficulty in finding four willing members to serve this past election cycle and;

Whereas, upon the advice of Pastor Matt we have contacted the bishop and several "like churches" throughout the Del/Mar Synod for a description of their nomination process; now, therefore, be it

Resolved, That the Church Council structure and the Council Member nomination process be changed (amended items are in bold font):

1. **Reduce the number of members to no less than 8 and no more than 12.**
2. Reduce the service term from 3 years to 2 years. Members may volunteer to serve one additional two-year consecutive term.
3. Reduce monthly meetings from 12 to 10 per year.
4. Reduce liaison responsibilities to the following standing committees and boards:
 - Finance
 - Mutual Ministry
 - Personnel
 - Property
 - Cemetery Board
 - Food Bank
5. The Nominating Committee will generate a list of potential candidates in June.
 - Avoid spouses on the same candidate list.
 - Avoid considering family members of existing council members to serve.
 - Select candidates based on church attendance pattern, consensus building and teamwork skills.
 - The council approves and rank orders the list in September.
6. The Nominating Committee will contact candidates in person and allow the candidate one week (if needed) to consider serving.
7. The Nominating Committee will prepare a brochure describing member responsibilities for candidates.
8. **The pastor(s) will be included as member(s) of the nominating committee.**

Pastor Matt noted following the adoption of the resolution that in order for anything to change in terms of number of members on the council (1), council terms (2), or the number of times we meet in a year (3), we need to make changes to the Constitution and the congregation will need to vote on adopting these changes before they can take effect.

A *special* committee will need to be created to gather and review the proposed changes, adopt appropriate language, check to see if anything else in the constitution needs to be updated, and then present an updated version of the constitution to the council for review and adoption at a future meeting. In addition, there are other required provisions that are updated regularly by the ELCA Churchwide that we probably will want to make if we are making changes to the constitution. We should ask the committee to develop the appropriate and correct language to conform with this resolution.

The next items of business were the motions proposed by the Executive Committee for the adoption of SOP #18 The Emergency Response Plan and SOP #7 Committee Manual. After a brief discussion and several editorial corrections by members of the Council the adoption of both SOPs was accepted with unanimous approval.

VOTED:

2024-4-4 to adopt SOP #18 The Emergency Response Plan and SOP #7 Committee Manual.

The decision to renew the Edward Jones CD for another year was reported by the Executive Committee. This urgent action was taken by the Executive Committee upon the recommendation of the Treasurer and Finance Committee to take advantage of the 5% interest rate offered by Edward Jones.

The final item of new business was consideration of the Food Banks recommendation that Mr. Gary Shafer be appointed as the Member-at-Large for the Food Bank. It was noted that Mr. Shafer is not a member of the Congregational [Church] Council as required in Zion's By-Laws: Article VII Section 2. The Council noted that Mrs. Carolyn Milauskas is currently serving as the Council liaison to the Food Bank and could function in a dual role as the Member-at-Large. This item of business was tabled until the May Council meeting in order to obtain clarification from the Food Bank as to the reasons for this action.

During the Open Forum Pastor Matt was pleased to announce an increase in attendance at the Lent and Easter services. He noted that the timing of school spring break directly influences Easter attendance. This year the break followed Easter week.

The subject of Zion's insurance program review was raised by Mrs. Kinna-Engel noting that the Finance Committee is responsible for this review as indicated in Article V, Section 9 of the By-Laws. Mr. Hetrick (liaison for the Finance Committee) agreed to meet with the committee

chair and discuss plans for conducting this review.

The President announced the upcoming Synod Assembly Conference in Westminster on June 7th and 8th. All members are welcome to attend.

The Council President selected three Council members to present the *Take 5* items at the next 3 worship services on Sat. April 13th and Sunday April 14th.

The April 2024 meeting of the Church Council adjourned at 8:08 p.m. on April 6th, 2024, following announcements and prayer.

Bruce McIntosh, Secretary

