

# Minutes

## Church Council Meeting Minutes

The regular monthly meeting of the Zion Church Council was held on Monday, Jan. 12th, 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. Clinton Appleby, Mrs. Carolyn Milauskas, Mrs. Lori Odell, Ms. Addison Shupe, Mr. Jack Newkirk, Mr. Darin Gorden, Mrs. Deb Reichelt (Treasurer), Pastor Matt Day, Pastor Diane Day. Absent: Ms. Sharon Finley. A quorum was met with 12 of 13 members present at the meeting. The minutes of the last meeting were read and approved.

Agenda items were distributed to council members electronically prior to the meeting. Deb Reichelt asked that one item be added to the agenda regarding reinvestment of funds on a maturing CD. There being no discussion, the chair called for the vote. The motion was adopted as amended.

**VOTED:**

**2026-1-1** To adopt the agenda as amended (moved and seconded)

**Devotions: Pastor Diane**

A motion was made and seconded to accept the minutes of the December Council meeting. A voice vote was taken; the vote was unanimous.

**VOTED:**

**2026-1-2** To accept the minutes as corrected.

The reports of the Treasurer, Secretary, Executive committee, Property committee, and Co-Pastors were received and placed on file. The President called for a motion to accept the consent agenda. The items on the consent agenda were adopted.

**VOTED:**

**2026-1-3** To adopt the consent agenda.

Under Reports of Special Committees and Ministry Teams the Council received a verbal update from the special committee appointed to explore the possibility of an in-house pictorial directory. The Directories have been received from the printer. They

are available in the Treasurer's office. A \$10 donation is recommended to cover the cost of printing. Donations will be deposited in designated savings. An update was also received from Pastor Matt on the progress of the furniture committee. Deb Reichelt asked and received permission from the Council to rearrange the furniture in the Church Library to better accommodate group meetings at the conference table. She also noted that 58 chair sponsors have been received.

The first item of Unfinished Business was an update from the Mutual Ministry Committee presented by Linda Kinna-Engel. The President noted that The Mutual Ministry Committee did not meet again this month so a decision on the question regarding the procedures for annual review the pastors will be postponed until next month.

The next item of unfinished Business was to be a recommendation from the Finance committee regarding insurance renewal. However, the Finance committee hasn't met so a decision on this question will again be postponed until next month.

The last item under unfinished business was the adoption of a resolution indicating the specific procedures for the appointment of committee members, committee chairs and term of office. The following resolution was presented by Bruce McIntosh:

Whereas, in certain instances neither Zion's constitution nor the bylaws address the specific procedures for appointment of a committee, its chair or terms of office; and

Whereas, the committee members are nominated by the Executive Committee or by the President (RRO: 13.18, 50.13d) (normally at the annual Council retreat) and approved by the Council at the beginning of each administration;

*Resolved*, that the Council has the power, at the time the appointments are made, to designate any one of them as chairman (RRO 50.11); and

*Resolved*, if a chairman is not designated when the committee is appointed, the committee has the right to elect its own chairman. The first-named member has the duty of calling the committee together and of acting as temporary chairman until the committee elects a chairman (RRO 13.18) and

*Resolved*, the term of office will be one (1) year or until their successors are elected unless stated otherwise in the constitution or bylaws. (RRO

50.7) These procedures shall be incorporated into Article V as section 14 upon the next update of the bylaws.

The motion was passed by unanimous consent.

**VOTED:**

**2026-1-4** To adopt the resolution for establishing specific procedures for the appointment of committee members, committee chairs and term of office.

Under New Business, the first item of business was to be the appointment of a new manager for the Cemetery Board. This action was tabled until Feb.

The next item of New Business the establishment of a resolution for the appointment of a new resident agent for the church. The following resolution was proposed by the Executive Committee:

Whereas, a resident agent in Maryland (also called a registered agent) is legally required for corporations, LLCs, and other entities; and

Whereas, the current resident for the Evangelical Lutheran Church Zion, Eugene Applebee is deceased;

*Resolved*, that the resident agent the Evangelical Lutheran Church Zion is changed to Mrs. Deb Reichelt, Office manager. This new duty will be reflected in the next update of her job description.

The motion was passed by unanimous consent.

**VOTED:**

**2026-1-5** To adopt the resolution for the appointment of a new resident agent for the church.

The final item of New Business was a question of reinvesting funds on a maturing \$35,000 CD to a 5-year Mission Fund CD as per the recommendations of the Finance committee. The motion was passed by unanimous consent.

**VOTED:**

**2026-1-6** To accept the recommendation to move the maturing \$35,000 to a 5-year Mission Fund CD.

Deb Reichelt raised a question regarding the renewal of 2 contracts, Republic Services and Warner Services. This matter was referred to the Property committee for a recommendation.

During the Open Forum there were discussions regarding:

- Congregational Meeting: Town Hall and Annual Meeting Slides
- 2026 Housing Allowance Declaration: \$27,000 was declared by each pastor.
- Christmas Eve review
- Consideration of new officers for Church Council
- Take 5 designees.

The Council President selected Council members to present the *Take 5* items at the next worship services on Sat. Jan. 17th, 2026. and the Sunday services on Jan. 18th, 2026.

The Jan. 2026 meeting of the Church Council adjourned at 8:38 P.M. on Jan. 12th, 2026, following announcements and prayer.

Bruce McIntosh, Secretary