

# Minutes

## Church Council Meeting Minutes

The regular monthly meeting of the Zion Church Council was held on Monday, Feb. 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, Mr. Jack Newkirk, Mrs. Sharon Finley, Ms. Addison Shupe, Mrs. Lori Odell, Mrs. Deb Reichelt (Treasurer), Pastor Matt Day, Pastor Diane Day. Dr. Sheri Huckleberry was excused. A quorum was met with 13 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:**

**2025-02-1** To adopt the agenda (moved and seconded)

### **Devotions: Pastor Diane**

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

### **VOTED:**

**2025-02-2** To accept the minutes as presented.

The reports of the Treasurer, Executive Committee and Co-Pastors 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:**

**2025-02-3** To adopt the consent agenda.

Under unfinished business the Council reviewed the draft Child Protection SOP #20. Several members made recommended editions or corrections to the draft. A vote was made to accept the SOP with recommended corrections and edits. A voice vote was taken, the vote was unanimous.

**VOTED:**

**2025-02-4** To approve the Child Protection SOP #20 with corrections and edits. The SOP will be reviewed annually.

Under new business the council reviewed a proposal submitted by the Property Committee to HVAC system in the church library. The council moved to authorize the Property Committee to spend up to \$3700.00 to supplement the \$5000.00 Poffinberger (Barry and Joann) donation in conjunction with the Potomac Edison incentive program to fund the project. A voice vote was taken, the vote was unanimous.

**VOTED:**

**2025-02-5** To provide the Property up to \$3700.00 to improve the HVAC system in the church library.

Pastor Matt presented a proposal for upgrading furniture in various rooms throughout the church to provide a more professional appearance for visitors and potential new members. The council approved a budget for this project of \$30,000.00. A voice vote was taken, the vote was unanimous. The president will appoint a subcommittee to evaluate the proposal and offer their recommendations.

**VOTED:**

**2025-02-6** To budget \$30,000.00 for furniture upgrade throughout the church.

Pastor's Matt and Diane requested permission to pursue a plan to hire a Youth Director in conjunction with Good Shepherd Lutheran Church in Frederick. The Pastors will work with Zion's Personnel Committee to create a contract, job description, expectations, and other necessary personnel actions. Once both congregations approve the plan, they will work on trying to locate candidates for the position. A voice vote was taken, the vote was unanimous.

**VOTED:**

**2025-02-7** To allow the pastors to develop a plan to hire a Youth Director in conjunction with Good Shepherd Lutheran Church in Frederick.

The next item of new business was the review and approval of the list of new members seeking to join Zion's membership. The following individuals were presented:

Unanimous approval was received.

**VOTED:**

**2025-02-8**

To add the following individuals to Zion membership:

Gary Beistel  
Brittney Walker  
Beth Ahalt  
Joann Barbara Engestrom  
Lisa Marie Engestrom

The final item of new business was the election of the 2025 Church Council officers and selection of a Treasurer and Financial Secretary. Nominations were submitted and the following individuals were elected:

President – Linda Kinna-Engel re-elected.  
Vice President – Jack Newkirk  
Secretary – Bruce McIntosh re-elected.  
Treasurer – Deb Reichelt re-elected  
Financial Secretary – Kaye Derr re-elected

Darin Gordon indicated a willingness to serve as Council Secretary in 2026. He will work with the current secretary during 2025 to gain a better understanding of the duties of the position.

During the Open Forum there were discussions regarding: plans for the Council Retreat; a post 2025 Annual Congregational meeting discussion; concerns regarding designated funds; renewal of the Warner Maintenance contract; designation of a council member to reconcile bank statements and purchase requests; designation of a Council member to be a signature on Zion's bank accounts and plans for the Lenton meal.

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

The February 2025 meeting of the Church Council adjourned at 8:50 P.M. on Feb. 10th, 2025, following announcements and prayer.

Bruce McIntosh, Secretary