

St. John-St. Matthew-Emanuel Lutheran Church

Virtual Council Meeting on Zoom – Tuesday, December 12, 2023

Present: Marc Youngblood, Jodi Cook, Anne Voorhies, Fran Onne-Fong, Lynda Anderson, Katherine Anderson, Laura Gruenberg, Deborah Maltby, Tammy Johnson.

A quorum was present

Excused Absence: Allison Struthers, Andrew Kjoller, Jolynn Johnson.

Also Present: Deacon Eric Johnson.

Prayer: Opening prayer was led by Pastor Parsons

The meeting was called to order at 7:36 PM

Secretary: Fran Onne-Fong

Approval of Agenda: A motion was made, seconded, and carried to approve the agenda as amended.

Approval of Minutes: A motion was made, seconded, and carried to approve the minutes of the Council's meeting held on November 14, 2023 as presented.

Reports:

President's Report: Pastor Parsons presented an oral report to the Council. He reported that he was grateful to the members of Council and congregation for supporting him and his family with well-wishes, for Marc Youngblood, President, and everyone helping to fulfill the Pastor's duties and for giving him and his family meals during his recovery from his brain surgeries. He also reported that the Senior Center had a fraud alert so the Church's Bank account was closed and a new account was opened. Jackie Eradiri, Director of Senior Center, did not give a written report this month but will be asked to give one for next month's Council meeting. The Santa Lucia service after worship was enjoyed by all and Pastor Parsons asked for more volunteers to decorate the Church's tree because last year there were not enough people to help out.

Finance Report: Tammy Johnson, Treasurer, reported that we still took in about \$13,000 in offerings but we received a lump sum that helped revenues to be over \$28,000 this month. The Youth Mission trip expenses for hotel and conference fees had to be paid up front so we will need to have the parents of the Youths make payments to the Church to cover the expenses. The parents are responsible for one-third of the

costs, the Church is responsible for one-third, and one-third will be raised with contributions, bake sales, etc. for the Youth's trip in the summer of 2024.

Stewardship: Lynda Anderson, Marc Youngblood & Andrew Kjoller discussed stewardship and how to educate the congregation about the Church's financial situation more than just the Annual Budget Congregational Meeting we have in June. They will work on the message to convey to the congregation that will motivate and begin the momentum for members of the congregation to give their time, talent and/or financial support for the life of the Church. The "20 Practices for Stewardship" document was put forward as a prompt and a guide of ideas of what can be done to grow stewardship.

Unfinished & Continuing Business:

Bookkeeper Search: Tammy Johnson reported that John Litke, who will be stepping down as bookkeeper this month, used ACS Realm software so if we use that software, we would be able to transfer all of his records for the church easily and without cost. A representative demonstrated Realm to Pastor Parsons and he found it user friendly, cloud based, easier to share and to communicate with, and it will cost \$125 a month. We need to use this software package so that we will be switching software from the one we are using now to Realm. However, we will still need to find a bookkeeper.

Christmas Tree/Bake Sale: The sale on Saturday, December 9th, 2023 went well thanks to Joe Militello, David Maltby, Marc Youngblood and Andrew Kjoller who essentially stayed and helped all day. Jolynn Johnson made flyers, Deborah Maltby made the big tree sale sign, Jodi Cook posted the sale on Prospect Park Parent website and got a positive response, Anne Voorhies, Lyla McAdams and Fran Onne-Fong helped in the morning, Nadine Cordes helped in the afternoon. The Tree Sale made over \$1500 that we will donate to CHIPS, the local Food Bank & Soup Kitchen, and to the Lutheran World Relief organization.

New Business:

Council Member Terms: Jodi Cook, Anne Voorhies, and Allison Struthers will continue to serve on the Council for their 2nd Terms. Fran Onne-Fong, who has served 2 terms, will be stepping down. The Nominating Committee will be Kuye Youngblood & Deborah Maltby who will look for someone to fill the empty seat.

Property Insurance: We need the Wind Buyback Insurance from Lloyds of London which will be over \$8,000 a year with a \$5000 deductible. We were hit by a tornado and windstorm in the past and sustained a lot of damage so it was decided that we must have this wind insurance in addition to our regular insurance so that any future wind damage to the Church would be covered.

Christmas Bonuses: Employee Christmas Bonus Gifts 2023 were discussed and decided on for the Pastor, Organist, Sexton, Secretary, Youth Minister, Senior Center Director, Manager, Program Assistant, Cook, Assistant Cook and Custodian.

It was suggested that a Personnel committee be formed to keep track of personnel in both the Church and the Senior Center for personnel issues like disputes or procedures to follow if the Pastor of Church or the Director of the Senior Center is incapacitated in any way.

It was also suggested to make an announcement to the congregation during worship and in the Bulletin to donate \$35 to benefit the Seafarers International House during the Holidays because we did not send out notice to the congregation to make gift bags for the seamen during the Pastor's recovery period.

Adjournment: The meeting was adjourned at 9:18 PM with the Lord's Prayer.

Next Meeting: The next regular meeting of the Council is scheduled for 7:30 PM on Tuesday, January 9, 2024.