

## **Council Meeting Minutes August 22, 2022 at 6 pm Via Zoom**

**Attending:** Beth Reavis, Suzanne Wise, Wayne Powell, Janice Koppenhaver, Pastor Steve Troisi, Morgan Wright, Carol Norris, Jesse Lutabingwa, Charlie Wallin, Jordan Burkhart, Spence Robertson, Alan Hauser, Mary Ballard, Kristie Evans, Emory Maiden.

1. **Call to Order** - Charlie called the meeting to order at 6:05 p.m.

2. **Devotion** - Martha said she ended up with the last devotion. She said she appreciates all of the Council members. Psalm 103 is her favorite bible verse and remembered when her mother was ill and each day she passed the little chapel and the Bible was on Psalm 23. She read eight verses of Psalm 103 and she read a passage that was in the Word in Season.

3. **Review Updated Council Ground Rules** - Charlie reviewed the ground rules.

- Please raise your hand to indicate that you would like to speak.
- Please give your name and state your views on the matter under discussion, including any questions or concerns you may have.
- In order to allow others ample opportunity to join in the conversation, please keep any subsequent comments by you on this issue/motion succinct and to the point.
- Please remain quiet when others have the floor so everyone can hear.
- Please be respectful of those voicing differing opinions.

4. **Congregational Input** - Charlie asked for any congregational input. Charlie and Kristie said that there is a sign for the AED device, but didn't know where it was. It took her 2-3 minutes to find it, it didn't look like it had been used, so it would help to have it more readily available. Charlie asked Pastor Steve if there is a place to hang it. Pastor Steve noted that we can do training. He'll have to check it. Janice said there is training and she'll check into it.

Beth said the acclamation of committee and council at the Congregational meeting was brilliant.

Charlie said Buck Welborn asked where the Usher name tags went and Pastor Steve located them. Kristie said the 2022-2023 guidelines aren't posted and they are now.

Pastor Steve asked how the Congregational meeting sounded.

Kristie Evan asked about the Simply Giving dates. A volunteer from the Hunger Coalition called and the next pick up is Oct. 15 for the grocery bags.

Alan said Sat. night there was a molotov cocktail thrown into a church yard in Meatcamp and a shooting in downtown Boone. We should emphasize securing the church with the ushers. Pastor Steve alerted the ushers to keep an eye out. Mary said the security protocol is on the agenda and we should revisit it. Kristie said the lock on the door that faced King St. wasn't

working. Jesse said who decides who is let in after the church is locked? Charlie said you just use your best judgment. Charlie noted that congregational information can't be anonymous.

**5. Approval of Council Meeting Minutes** - Charlie asked for a motion for the minutes with changes. Jesse made a motion with noted changes and Alan seconded. Motion carried.

**6. Strategic Visioning** - Charlie

a. **Review Organizational Chart and Liaison Assignments** - Pastor reviewed reports for the new members. Strategic Visioning begins on pg. 3 of the reports with the mission statement. To share God's Love... on pg 4, three areas of functions of council - set the mission, set policy to keep us in the right direction and monitor progress. Each year, the Council sets 3 goals.

b. **Review the Annual Goals** - Self Evaluation - Each year, Pastor Steve said we review the progress. We chose 3 goals:

1) **Property task force** submitted a property recommendation and we probably achieved about 75%. Janice added that getting bids has been slower. Pastor Steve said unexpected problems with plumbing issues caused delays. Carol said we had made progress with a lower budget. Pastor Steve added how much time it has taken to produce and maintain online services.

2) **Finalize the revision** of the Constitution. Yes!

3) **Financial protocols** - We set this goal and then treasurer Jeff Voss transitioned to Morgan. Charlie said we made progress (75% ) in spite of all of the changes. We studied Reshape and that was successful. For new Council members, we will look in September at goals for 2022-2023 year. Accomplished! 100%. What did we do as a Council? Pastor Steve asked how the Council had functioned. Janice said she's enjoyed the camaraderie of the Council members and function. Jesse echoed that he had been on several boards and things can unravel if the group can't work together.

Pastor Steve looked at the pg 5 - the major committees and color coded as of Sept. 2021 and will review the status in Sept. Charlie noted the color may not be accurate because something is missing. Pg. 6 - The Ministry structure has assigned Council members, job descriptions, etc. pg. 7 - The Council reviewed every policy in 2018 and there are still policies which need to be reviewed. Several policies are 1-2 pages long. The extra policies need to be reviewed. Pastor Steve commented that Jesse had asked about reviewing the sabbatical policy to give additional information and it is a good time to review/revise it for future sabbatical meetings. Pastor Steve said we can put it on the Sept. agenda. Other policies he reviewed.

**7. Policy** - Charlie

**8. Monitoring and Oversight** -

a. **Reports:**

i. **Senior Pastor Report** - Pastor Steve noted he had included his annual report

in his report.. Pastor Steve said his family got away in Aug. but he didn't because Vicar Spence and Sabena began the first week. Charlie asked for a motion to approve using 3 vacation days to September. Emory made the motion and Alan seconded. Motion carried with Pastor Steve abstained.

1. **Engagement Report** - Charlie noted that we began the online and in person reporting to capture the attendance. Jesse asked about the formula for the service and online. Pastor Steve explained the formula to see online attendance. Online participants watched an average of about 20 minutes. We average around 140 people online and in person. Charlie noted that we ran out of bulletins, but members could use the electronic version.

ii. **Campus Ministry Coordinator Report** - Charlie noted that Deacon Stacey had great pictures. Martha really liked the photos.

iii. **Vicar's Report**

iv. **Office Manager Report**

v. **Music Ministry Report**

vi. **Facilities Manager Report** - Charlie said you will see that Jennifer does a great job of letting us know about property issues.

vii. **Treasurer Report** - Morgan stated that we have a very complete budget statement. He likes to look at if we'll stay solvent. August is the last month of our fiscal year and we're coming in \$28,000 less, but looking at revenues, it's about \$23,000. Our expenses were \$45,000 less than we expected. We do have some capital projects in 2022-2023 which aren't completely covered yet. Charlie said we didn't pay for the administrative assistant which saved \$5000-7000 on staff costs in between staff. Pastor Steve offered to update his budgeting workshop. Jesse said the video was a good resource for new Council members. Carol said to send it to all Council members. Pastor explained sections of the budget, including the fund principle account which is used if giving is low and we need to pay staff. If the roof or boiler fails, we could look at using the restricted accounts. Year to year giving compares the fluctuations. Pg 38 shows a graft which helps project giving.

b. **Old Business** (10 minutes):

i. **Security Protocol Group** - No update

ii. **Fire Alarm System** (Pastor Steve) - No Update - Donation of \$10,000, but the last estimate in 2018 was \$15,000 plus.

iii. **Property Task Force Update** (Pastor Steve) -

iv. **Updates on adjustments to schedule related to COVID-19**

Charlie said once we established guidelines, this makes our life easier. Suzanne asked if we follow the local and CDC guidelines. Pastor Steve said it is a hybrid through the NC Synod guidelines and CDC. Pastor Steve said we need to update the current guidelines to reflect the fact that vaccinations are now available for all ages. He will plan to update for the September Council Meeting.

### c. New Business

i. **Sabbatical Request and Applications Update** - Pastor Steve said he reviewed the grant, but it will be Aug 31st before we will know. Sabbatical is June 5-September 10. Deacon Stacey is also going, but she'll be back at the beginning of the school year.

ii. **100th Anniversary of Grace** - Pastor Steve said a team of six people will begin in September with a slogan and save the date of May 28, 2023.

- iii. **Landscape Project** - Pastor Steve has been waiting for a bid since May. Pg 41 of the reports has a design. The basic idea is that the landscaping will be redone, rock work to be redone. The biggest change is the bigger patio(double) and a rock wall which is sitting height. The idea would be to make the new curb a zero curb so no one would need to step up. The plan would tear up everything in front of the church, redo the concrete with a stamped design. It would give us a proper setting for outdoor use. It would show anyone that we've been updating. Suzanne commented that every landscaping she's been associated with is to plant so that it doesn't look overgrown in 3 years. There is also a possibility of using smaller plants. Beth commented that Howard Young would be thrilled to know that the steps would be redone.

The estimates of the costs - base price 110,000. Options -\$205,000. We could repair it. The two poles in the parking lots don't work. Seating wall - \$28,000. Seat wall cap - \$11,000. Paving the whole parking lot - \$60,000. Stamped concrete - \$35,000. Plantings - ~\$30,000. Charlie asked what the Council thought. Jesse said he thought it was a good idea. Mary supports it as well. Carol said that a bad winter would have good intentions. Morgan said that so many things get done by a small group of people and would like a nice presentation for the church. Wayne said it's an excellent project for the 100th anniversary, but would like to have some guarantee for the funds. Kristie noted that 2020 Growing Grace and the timing is good and she liked it if people can't show a good visual and it would generate excitement. Jesse asked about the timeline if we postpone the decision and does it affect the cost. Pastor Steve noted that we could wait a month, find a few families that might support this project. Alan said we need to focus on what it would do for the congregation and have a reasonable amount of time to raise the money and get an idea of the process. For it, put it on the September agenda. The Exec Team talked about doing the base project and doing their own plantings. \$120000. Where do we get this money?

**Plumbing project** - Jeff's Plumbing showed up today with a backhoe and began the mitigation. It basically will be a containment tank and waste water will be taken to the Town of Boone connection. Plumbing may be done in a few weeks.

Council House Restoration - Randy Blake is looking at this project.

Back Parking - Future parking lot on the current grassy area.

iv. **Possible Upcoming Property Projects Back Parking** - Future parking lot on the current grassy area. Restoration of the Steeple

v. **Wilkes County Properties Permission for Usage** - Two parcels are primarily be used for logging. Problem one is the last living member of the board. Taxes are \$5,000. Darius Hall asked last year to maintain the logging path, no trespassing signs and asked if the permission could be extended to a friend, Mike Barrier, to help maintain for five more years and so Darius has someone to go out with him. Jesse made a motion to accept the motion, Morgan seconded. Motion carried. Alan raised the point that it was 1988 when we logged the land and could use it as a possible fund source. Darius said he has a forestry friend who could tell us if it is time to log or need to wait. Jesse said we should have more information about the harvesting of wood. Pastor Steve said he would call them.

**10. Next Meeting: Sept 19, 2022**

i. Devotion: Mary

**11. Adjourn Meeting with the Lord's Prayer (5 minutes) - Martha**

Meeting was adjourned at 8:05 p.m.

Convened the meeting to elect 2022-23 Officers and Devotion List was convened at 8:07 p.m. **Nominees for Secretary** -Pastor Steve convened the meeting. Kristie has already said she would be the secretary. Pastor Steve nominated Kristie and Alan seconded.

**Nominees for Treasurer:** Pastor Steve nominated Morgan for treasurer. Seconded by Jesse.

**Nominees for President:** Pastor Steve asked if Mary would accept the role of president. Jesse nominated Mary. Alan seconded.

**Nominees for Vice President** - Pastor Steve asked for a nominee. Exec may need to meet more than once a month. Morgan asked to nominate Alan. Second from Jesse. Alan said he would accept. Pastor Steve would entertain a motion to close the nominations and elect by acclamation for all the positions. Carol first and second by Martha.

**Adjourn the meeting** - Mary adjourned the meeting at 8: 15 p.m. Devotion List for 2022-23:

September - Mary  
October - Jesse  
November - Carol  
December - Alan  
January - Kristie  
February - Morgan  
March - Martha  
April -Emory  
May - Suzanne

June - Jordan  
July - Wayne  
August - Jennifer