

St Luke's Council Meeting Minutes
Sunday April 6th, 2008

Members Present: Andrea Roy, Scott Layman, Pastor Schmiede, Rosemary Lebron, Casey Wilson, Jim Deliman, Jean Ruhland

Members Absent: Richard Nesbit, Kenn Gaither, Judy Barnett

Marv Bettis also present

Meeting called to order: 12:50 PM

Pastor opens with prayer.

Pastor's report

Holy week

- It was delightful
- Pastor & Pedro decided early to make it simple which provided for members participation

Internet Server

- It's getting worse & worse (crashes – John has to come and clean up viruses)
- Pastor suggested through investigation the Dell small business server which is about \$1000 and requested that we approve up to \$1500 to purchase a new server.
- Casey requested a motion for the amount of \$1500 for the server.
- Motion was carried.

Bells:

- After deciding to go with Chime Master (b/c they charge less), Elderhorse came back with a \$13,000 lower cost, which still did not bear CM. They then sent a nice note stating they still believe they are the better choice, but that they hold high respect for CM & should we need service in the future to keep them in mind.
- Prices do not include permits, electronics etc. After calling Chime Master pastor was reassured that the quote should not change, but it's hard to know if erroneous cost may come up.
- We discussed holding a fund raiser to obtain the \$50,000 needed to move the bells.
- The Synod has agreed to pay 1/3 which will be our \$12,000 down payment.
- The Synod has a win/win situation in that if our plans fall short, they can still sell the bells and recoup the down payment.
- We plan to be proactive with our neighbors regarding the chiming of the bells.
 - Won't chime before 10 AM, chose certain hours to chime and a plethora of chimes on special occasions. Speak to 46th Street Group.
- Our assumption is that it will take about 18 months to raise the money.

Columbarium:

- Decided to have paperwork ready for the congregational meeting.
- \$2000 + \$200/2% for perpetual care.
- Can be made in a lump sum or spread throughout the year.
- Discount offered for multiple niches purchased.

Koinonia Meeting

- Pastor expressed that if we provide a retreat center we would want an ex officio seat on their board. Which is the 2nd Saturday of the month usually in Allendale.
- We are waiting on the architect study to make a decision on the retreat center. Pastor said it is time to press them for a report.

Upcoming Schedule

April 30 = Assention Day (Wednesday) – a regular service to invite St. Clemens

May 11 = Pentacost

May 18 = Trinity

May 25 = Memorial Day

Summer Koinonia

- Plan to do the same as last summer – not at the retreat center.
- Usually the 2nd or 3rd weekend of August
- Subs for when Pastor is away
- Searching b/c Martha will be in Oceanside.

Treasurer's report

Building Report w/Marvin Bettis

* Marv, Scott Imhof, Bill Burns, Pastor and Scott did a walk thru.

- leaks upstairs & lounge
- windows downstairs (in & out)
- lighting proposal
- change flashings? (just done)
- waiting on estimates – should have soon
- we had discussed earlier to replace windows for more energy efficient
 - o parish house
 - o basement
- national registry might help for in the actual church itself
- no point talking about indoor maintenance until outside structure is sealed
- pastor's office & tower wall have cracks

* We will want more than one estimate

Flashings not urgent – we know where the leaks are & can make a list. Roof may have another 10 years at least

Treasurer's report - Scott

- We're pretty much on track as far as the budget goes.
- Had a designated offering of \$6000 for the alter.

- Pentecost will be the cross unveiling.
- West End Artists will be having a tweeking of the contract.
- Soup kitchen #'s wanted for the congregational meeting.
- Clothing bank – lots have helped.
- ~ \$70,000 loss in the investment account
- General & admin. costs have been lower than projected
- We need to make more regular payments to the Synod – move to 1/4ly payments
- (June, Sept, Jan) – suggested by Pastor
- Should set up an internal audit at Pastor's request
- Should check to see who has access to accounts – who can sign and update as needed

Pastoral Care

- Designated Quarterly Donations:
 1. World Hunger
 2. Common Ground
 3. Tanzania (to coincide with Undugo (sp?) Sunday)
 4. Koinonia
- 20th will be the day for teaching service roles
- Hymnal Dedication Forms – we'd like to encourage pple to dedicate – forms in weekly
- Pastor is starting a new member's brunch for the next three Saturdays
- Beginning of May Jim suggested having a "Dealing with Aging (Parents)" class to be Wednesday nights. Invite guest teachers.
- We should start to prepare for the Summer when Pastor will be away.
- Saturday before Gay Pride we will host a function.

Old Business

Synod meeting May 15-17

Bulletin board (Kevin)

Sexual Abuse Statement – Jim is getting an example from his work

Heart Start – to be pushed back (to the Fall)

Employee Reviews – Casey will work with Pastor

Annual meeting is 20th -- need reports from officers Annual Report

Problem with pagination for address book – Pastor looking in to the problem

Casey said she could find answers next week

Outside Banner – we should talk to John Fritz because he started looking into it. Andrea said she could help out.

Could we prop it from the tower?

Will it be lit at night? – floating Jesus (??)

2:10 PM motion to close meeting

Closed with Lord's Prayer

Church Council Meeting: May 12, 2008

6:30PM Meeting called to order

Members not present; Andrea, Jean, Richard, Rosemary

Pastor opens with a prayer

6:38PM Minutes of the April meeting amended and approved.

Pastor's Report;

Internet server has been serviced and is working. No additional purchase required at this time.

As of 5/11/08 \$5000.00 Towards the Bell Fund has been raised.

A question arose to Pastor as to the matter of honoring life insurance documentation of the interred person. Still looking into the final resolution.

Banner. Andrea is looking into the matter.

Koinonia Rafting Weekend. Scheduled date for KRW is August 2, 2008 (First weekend in August).

Pastor will post his schedule for Summer, and note the time of his absence from St. Luke's.

Reminder for soliciting volunteers for Coffee Hour and Soloists for the Summer schedule.

Note that Barbara Lundblad will Officiate for the June 28, 2008, 6:00PM Service for the weekend of New York's Gay Pride Celebration.

Reminder of the *Common Ground Fund*.

The Election of the new Bishop will take place during the Synod Meeting 5/15-5/16

We should talk about the relationship with Pastor Martha Jacobi becoming more official Possibly as Associate Pastor or something similar.

7:09PM Treasurer's Report;

We are addressing the issue of looking into monies owed to us by West End Artists

1. General & Administrative Report (documentation handed out during Council Meeting). Reviewed (Below budget)
2. Building & Maintenance Report (documentation handed out during Council Meeting). Reviewed (Below Budget)

3. Soup Kitchen Report (Documentation handed out during Council Meeting). Reviewed (On Budget)
 4. Benevolences/Missions Report (documentation handed out during Council Meeting). Reviewed (Below budget)
 5. Music Report (documentation handed out during Council Meeting). Reviewed (under budget)
 6. Worship Report (documentation handed out during Council Meeting). Reviewed (under budget)
 7. Education Report (documentation handed out during Council Meeting). Reviewed (under budget)
- Council discussed making the Summer Budget Plan now including changing Base balance to cover expenses in advance.
 - Brought to the attention of the Council that Nhorie may be in need of an assistant with billing procedures to have a more effective back-end monitoring system..
 - In conjunction with the afore mentioned topic, we may need to streamline the accounting procedure so that the application of managing the it is more standardized.
 - Looking for a better way to define codes for expenses and payments.
 - Recommendation in finding a more effective method collecting on monies owed to the Church so that bills can be paid in a more timely fashion.
 - Also a suggestion was made that a secondary signature be required on Accounts, and the steps needed to initiate the new procedure
 - There are three main points.
 1. Letter of Collection Procedures to Debtors
 2. Organization of Accounts
 3. Bill Paying Process to be worked out with Nhorie

Pastoral Care

First Sunday in June (6/1/2008) Pastoral Care Meeting

Our Vision; Let the congregation know that the Church Council is available to them. They have a voice and we are here to answer questions, inform them of changes and help with their needs as members of this urban congregation.

Keeping everyone abreast of the status of the Church.

More notification of the Gay Pride Services for next month.

A need to address Senior Care for Church elders.

We looking for more topics of interests for the church members.

More group activities, events, outings as a way of having more interaction.

Training for Assisting positions is June 1, 2008

Old Business:

- Sexual Harrasment Statement
- Phone Directory
- Outside Banner

New Business:

Fall Benefit- We will split this between the soup kitchen and the bells

Parking permits for in front of the church (Jim)

Presence as part of the 9th Avenue Street Fair (Plan for an information booth)

Taste of Time Square (would like to keep the church open. Need volunteers to sign up.

Clothing Bank (open during the summer)

8:30pm Motion to close meeting

8:34PM Pastor closes with a prayer.

