

ST. PAUL UNITED CHURCH OF CHRIST ~ COUNCIL MEETING MINUTES

Tuesday, November 14, 2017, 7:30 p.m.

Council members present: Dave Badarak, Kristi Caruso, Pastor Geoff Drutchas, Allen Gunther, Beverley Gunther, Michael Isaacs, David Lange, Gary Peters, Diane Poet, Dee Salisbury, Barbara Schultz, and John Smith. (Following

Council member excused: Mark Ennis, Pamela Lange, and Frederick Miller

Guests of Council: Kathy Williams/Parish Nurse, and Cindy Romas/Church Secretary (*Guests represent the diverse group of Pastoral Ministries which includes: Pastor Drutchas, the Parish Nurse, the Visiting Elder rep, and the Council Elders.*)

First President Diane Poet declared the meeting open at 7:37 p.m. Rev. Geoffrey Drutchas offered a prayer to begin the meeting.

Motion was made by Dave Lange seconded by John Smith to approve the minutes of the October 10, 2017 Council Meeting. Motion approved.

Pastor Drutchas began an informative and comprehensive report concerning the many duties he performs for the church. He also highlighted areas of care that are received through the service of others who also serve the congregation; Visiting Elders, Parish Nurse, and etc. An important item Pastor mentioned was his concern over the sound system's poor operation. It is not performing at the level that we need it to. Following a more lengthy discussion about the sound system it was decided that more work will be done in the coming months.

Pastor Drutchas spoke regarding the work being done by our Visiting Elders. He mentioned that we have four people currently, and we could certainly use more. Sandy Rose was mentioned as often stepping up to drive older members to church for worship as well as for other functions. The Pastor was kind in his praise of the Parish Nurse's input into the life of this church and our members. Many churches do not offer this kind of ministry; others are eager to begin programs of this type because it handles so many areas of care that other programs just don't reach. Kathy has, and will continue to invite other nurses from our congregation to join in the work of this ministry.

Kathy Williams spoke about the work she does as part of her work as our Parish Nurse. Our homebound and those who are dealing with medical issues are either seen by Kathy, or she may speak with them by phone. All of this contact is done with care and a great deal of empathy. Kathy spoke regarding the Circle of Care Program that she is part of. The group serves local communities; they meet monthly at either Annapolis Hospital, or at South Shore. Meeting attendance has begun to fall-off lately because of the location currently used. She has asked that the group be allowed to meet at St. Paul, in the hope that more regular meetings at a convenient location will help to increase attendance and therefore their ability to better serve all of us. The meetings last several hours and often have guest speakers. Attendees include other church representatives, family services, the senior alliance, and other persons representing those who offer services to the communities around us.

Motion was made by Dave Lange seconded by Gary Peters to allow the Circle of Care group to meet monthly in the West Room or the Parlor. (Meetings are held on weekdays somewhere between 9:00 a.m. and 2:00 p.m.) Motion approved.

Gary Peters gave the Treasurer's Report. The largest concern for the church continues to be our Income and various expenses. We are managing, but the church is not doing as well as we would like it to in financial areas. We have steadily been under the monetary amount we need and we remain under the dollar amount we had expected to be receiving each week and month. Our expenses in many areas have been held down and that's helped in a very big way. Facility maintenance in 2018 will need to be increased to cover needed carpet and mat cleaning. The air conditioning and heating systems must be maintained semi-annually, in order to keep them operating properly. The Financial Ministry group will be looking carefully for any reasonable way to cut expenses.

Motion by Dave Lange seconded by Michael Isaacs to approve the Treasurer's report. (As part of the discussion of the motion above, it was noted we had approval to use Endowment Fund dollars in excess of the actual expenses incurred for the addition, etc. If we handle the repayment wisely, it is estimated we may be able to repay the Endowment Fund in five years instead of the expected seven years!) Motion carried.

Pastor Drutchas had largely covered his report earlier in the meeting, however it was noted that the time he devotes to worship preparation, also to working with the young people of the Confirmation Class and the Church School keeps him very active.

A printed report was prepared by Pastor Schalm on behalf of Christian Education.

Michael Isaacs gave a verbal report on the current tasks of the Trustees. Work has been on-going concerning gaining access to the second floor loft area from behind the stage in Fellowship Hall. A new set of stairs has been installed. Michael reported the cleaning company we use, 'Mops and Muscles', were called in to do a thorough cleaning and disinfecting following our week of hosting the ChristNet guests. Many had severe colds while they visited our church. The West Room was steam cleaned to prevent any additional spreading of germs. It was noted the cleaning company did this extra work at no cost to the church. We are grateful to them for this kindness.

David Lange gave a verbal report for the Elders. A list for volunteers from Council willing to serve communion on December 3, 2017 was passed.

The recently held spaghetti dinner was reported to have gone well. Discussion revolved around the need to incorporate use of the steam table for this event next year. Additional helpers would also have been a blessing. The topics discussed will be taken to the next Cabinet Meeting. The outdoor signage and the banner were thought to have been very helpful.

After many years of sponsoring a Boy Scout Troop, St. Paul Church is no longer able to supply enough young boys to keep the troop. The boys who remain will be incorporated at the local Eagles Hall; the trailer will be turned over to the new troop. Any equipment that doesn't go with the boys to their new location will be returned to the ownership of the Men's Fellowship. It is our understanding that the future Wild Game Dinner and our Fish Dinners will continue to be helped out by the boys of the new Troop. John Smith will need to let them know when it's time for them to lend us a hand. All Boy Scout held keys have been returned to the church. Council has offered the Troop the use of the church to hold future Eagle Courts of Honor; the Church Council will need to know dates needed for this in advance.

Following some discussion a motion was made by Bev Gunther seconded by Dave Lange to create an 'Order of Succession' for inclusion in the Policy Book. The instructions would deal with the loss or resignation of a Senior (Elder, Deacon, or Trustee) and would explain that the duties of the Senior leader, are to be assumed by the next *longest* serving (Elder, Deacon, or Trustee). This policy would ensure that the knowledge needed to perform the duties of the vacant position, would already be known by the person now named to hold the position. Motion carried.

Lauren Frederick, newly hired to replace Marjie Bernard as Office Manager/Bookkeeper has offered her resignation, effective November 15, 2017. Discussion ensued concerning the need to separate the two parts of this job, since there are several different aspects of the work asked of the one employee. A second worker is needed to do the many tasks that Marjie had learned to do so well during the time she worked in the office. The knowledge that is needed for the Bookkeeper portion and the specific skills needed by the Office Manager were discussed. A final decision will be made as soon as possible, and may result in adding another person to the office staff.

The church has been approached by the Taylor Conservatory to host cooking classes here at St. Paul which will instruct local people in how to cook, preserve, and etc. vegetables which they will first grow. (Diane Poet suggested we need to check first with the Health Department for any regulations or conflicts on this before we can allow it to happen.)

Motion made by Barbara Schultz seconded by Al Gunther: That, providing there is no legal conflict or problem in allowing the use of our kitchen for the purpose of cooking instruction, and provided we are paid for the use of our building, it is acceptable to permit use the church kitchen by the Taylor Conservatory in order to teach cooking of vegetables. Motion carried.

It was added that the Trustees are to report back to Council concerning legal prohibitions/or Board of Health regulations concerning use of the kitchen before Council approval can be relayed to the Taylor Conservatory.

Following a brief discussion, approval by general consensus was given for the Fish and Loaves Appreciation Banquet to be held on December 7, 2017, in St. Paul's Fellowship Hall.

Discussion was held concerning the Simple Gifts donation containers. It was decided to use them for the remainder of this year in Fellowship Hall between worship services on Sunday. The group hosting the coffee hour is to be responsible for collecting the cans and placing the donated cash into the office safe.

Motion was made by Dave Lange seconded by Barbara Schultz to adjourn the meeting. Motion carried.

The meeting adjourned at 9:10 p.m. with a unison recitation of the Lord's Prayer.

Respectfully submitted,
Beverley Gunther