

Epiphany Evangelical Lutheran Church
Council Meeting Minutes
Tuesday, February 13, 2024 - 7:00pm

1. **Call to Order** – Council President Kenny Martin called the meeting to order at 7:04 pm:
 - a. Present: Pastor Phillip Martin, Pastor Joseph Bolick, Council President Kenny Martin, Vice President Mike Dunavant, Secretary Rob Boyle, Treasurer Jennifer Edwards, Dave Schiller, Rhonda Keith, Jim Huddle, Leigh Pickels and Missy Hill
 - b. Excused: Cindy McClintock
 - c. Guests: None

2. **Devotions / Opening Prayer** – Jim Huddle

3. **Consent Agenda**
 - a. Approval of Council Meeting Minutes - Tuesday, January 9, 2023:
 - i. Approved with minor edits. Submitted to Hanne Hamlin for record keeping.
 - b. Receipt of Reports from Pastors, Staff and Ministry Teams
 - c. Receipt of Treasurer’s Report:
 - i. Jennifer Edwards provided financial updates for January:
 1. In regard to paying the mortgage, we currently have \$187,166 BOL cash on-hand (the BOL balance was reduced by the January principal and interest payment of \$12,124). This is enough for 15.4 monthly principal and interest payments of \$12,124. There is another \$176,642 in the mortgage reserve (adding \$3,858/month), which equates to approximately 14.57 additional monthly principal and interest payments.
 2. For the month of January, we were favorable by \$6,173 in net income. Total income was favorable to budget by \$7,866 and total expenses were unfavorable by \$1,693. Income was favorable due to several annual donations received in January. Expenses were unfavorable due to the December electricity payment being shifted to January (original payment lost) and AC/heating repairs for room 104, higher worship expense due to use of the substitute organist and music supply purchases, higher admin expenses due to a large supply order and year-end tax document processing.
 - ii. Brighten Our Light (BOL) Update provided above
 - d. Motion: A motion was made by Jim Huddle, seconded by Jennifer Edwards, to approve the consent agenda. Passed, no objections.

4. **Receipt of Communications**
 - a. Open Request for Communications Received:
 - i. President Kenny Martin received thank you letters from Wayne Shimko for year-end staff bonus & CrossOver Health Care Ministry for recent donation.
 - b. Sympathy and Support Cards:
 - i. Get Well: John Hartmann, Carolyn Kronk & Ellen Long
 - ii. Condolences - Marilyn Davis at the death of her husband, Bill

5. **Old Business**
 - a. Annual Report for Council - due by February 15:
 - i. President Kenny Martin read the proposed annual report prepared by outgoing Council Secretary Matthew Mertz. The annual report was adopted by Council with additions highlighting number of new members added in 2023 and continued work of congregational ministries. Report will be submitted to Hannah Hamlin.
 - b. Allocation of \$10,000 2023 Endowment Disbursement:
 - i. \$5,000 to be allocated to the Youth Dedicated Fund & \$5,000 to be allocated to the Sabbatical Fund.

- ii. A motion was made by Rob Boyle, seconded by Missy Hill, to approve the proposed allocations. Passed, no objections.
- c. Coffee Hour Sign-Up:
 - i. Additional volunteers are sought to handle Coffee Hour cleanup each Sunday. Epiphany Youth Group (EYG) members will be encouraged to volunteer on Sundays when EYG meets – Pastor Bolick, Kenny Martin & Linda Martin to conduct a training session with EYG on February 25.
- d. Council Retreat:
 - i. Due to scheduling conflicts, the Council retreat has been moved to Saturday, March 9, from 9:00 AM to Noon.
- e. Council Photos for Website:
 - i. Photos will be taken at Council’s March meeting.
- f. Status of Feitig Scholarship:
 - i. Rob Boyle updated Council on 2024 plans for the Feitig Scholarship (Scholarship), which will continue to be awarded to one high school senior, thanks to the generosity of the late Stuart Feitig. Rob Boyle and Chris Crouch will manage the Scholarship application process and have discussed increasing the amount (currently a one-time, \$1,000 award) and opening Scholarship eligibility to seniors enrolling in professional/vocational school. Missy Hill volunteered to be a Scholarship screener for 2024 along with Rob Boyle & Chris Crouch.
- g. Care Packages for Troops:
 - i. Congregation has four members in active military service; Kenny Martin and Pastor Bolick discussed having EYG members reach out to these persons in similar manner to EYG’s outreach to former EYG members attending college (care packages & letters). Pastor Bolick to determine if service members willing to participate.

6. New Business

- a. Designate 2024 Lenten Wednesday Service Offerings:
 - i. The following allocation was proposed - 50% to Lamb’s Basket and 50% to ELCA World Hunger Appeal.
 - ii. A motion was made by Mike Dunavant, seconded by Leigh Pickels, to approve the proposed allocations. Passed, no objections.
- b. Synod Assembly Voting Members:
 - i. Synod Assembly will be held remotely (on Zoom) on Saturday, April 27 from 9:00 am to 1:00 pm.
 - ii. Council needs to elect five voting members for Synod Assembly; Council members will be given one week to claim a spot, after which time a request will go out to the congregation for volunteers.
- c. CPR Training Class:
 - i. Council previously approved \$2,000 expenditure to hold a CPR clinic on March 23 & 24 for Sunday Shepherds & Ushers. 16 people have signed up for the clinic, which necessitates an additional CPR instructor. An additional \$500 is requested to pay for the additional instructor and to provide lunch for the participants and instructors.
 - ii. A motion was made by Mike Dunavant, seconded by Missy Hill, to approve the \$500 expenditure, to be funded from the Endowment Disbursement Dedicated Account. Passed, no objections.
- d. Miscellaneous:
 - i. Epiphany will be holding a blood drive on February 25 from 8 AM to Noon in Price Hall. Council expressed gratitude to Carl Erickson for his efforts in coordinating the blood drives four times per year.
 - ii. Enrollment for Vacation Bible School (June 10 – June 14) is open, volunteers are needed.
 - iii. Kenny Martin advised Council members to be aware of potential phishing scams targeting them, as their roles as Council members are published on Epiphany’s website.
 - iv. The role of the Mutual Ministry Committee (Mutual Ministry) was discussed. Mutual Ministry serves as a liaison/sounding board between the congregation and the Pastors. It has six

members - jointly appointed by Council President and the Pastors (membership roster is full)
- and meets five times per year.

- e. To Hanne Hamlin / Church Staff
 - i. Allocation of 2023 Endowment Disbursement and 2024 Lenten Wednesday Service Offerings.
 - f. To Congregation via the Epiphany Examiner Newsletter
 - i. Nothing noted
7. Next Meeting - Tuesday, March 12, 2024
- a. Devotions / Prayers: Missy Hill
8. Closing Prayer - Jim Huddle
9. Adjournment at 8:30 pm - Kenny Martin

Prayerfully submitted,

Rob Boyle