

Epiphany Evangelical Lutheran Church
Council Meeting Minutes
Tuesday, September 14, 2021 7 p.m. via Zoom

1. Call to Order – Tripp Dillard called the meeting to order at 7:01 pm

Present: Pastor Phillip Martin, Pastor Joseph Bolick, Council President Tripp Dillard, Vice President Rob McClintock, Secretary Carol Mawyer, Treasurer Tim Sparks, Brenda Barnes, Cheryl Hamm, Bob Johnson, Jeff Lanham, Matthew Mertz and Sue Sparks.

2. Devotions / Opening Prayer – Matt Mertz

3. Consent Agenda

A. Approval of amended Council Meeting Minutes - Tuesday, August 10, 2021

B. Receipt of Reports from Pastors, Staff and Ministry Teams
None were offered.

C. Receipt of Treasurer's Report

- i. Tim Sparks reported that we are in great shape year to date. For the month of August we were \$17,633 unfavorable to budget in total net income. We were \$415 unfavorable in income and \$17,218 unfavorable in expenses. The income was in line with our budget. The unfavorable expense variances were due primarily to the establishment of a Livestream dedicated account and to the timing of expenses for music supplies and service expenditures.

For year-to-date August, we are \$44,514 favorable to budget in net income. We are favorable \$53,401 favorable in income. That amount represents 16% over the anticipated budget amount and 6% over 2020. Expenses are unfavorable \$8,887 to budget through August. Property is net unfavorable \$8,466 driven by new AC unit in ELNS Director's office, new floors in the Christina Ed wing and expenses related to the water line repair, bathroom and new meeting room renovations earlier in 2021. Evangelical Outreach was \$12,365 unfavorable due to the establishment of a Livestream dedicated account. The other ministry expense classification variances are timing related and will catch-up in future months.

- ii. PPP loan update. We received official forgiveness on the second loan.

iii. BOL update

We have \$342,306 BOL cash on-hand. Enough for 28 monthly P&I payments at \$12,124.

iv. Preliminary Budget 2022 presentation

Tim Sparks presented a first draft of the 2022 budget. Items of note included:

Property related—janitorial services and property insurance increases

Personnel—additional expenses to cover eight months for property and visitation pastor, scope increase for music director and nursery workers increase

Service—fellowship meals and LWR quilt increases and new line items for funeral receptions and sponsorship of an Afghan family which could affect an 11.1% increase over the 2021 budget. An executive session is set for September 27 for further discussion.

A motion was made by Sue Sparks and seconded by Brenda Barnes to approve the consent agenda. The motion passed.

4. Receipt of Communications

A. Open Request for Communications Received

None were reported.

B. Communications from Pastor and Council

Council members volunteered to send cards on behalf of council to the following individuals:

Pamela Bosserman, diagnosis of breast cancer (Carol Mawyer)

John Hartman, recovering from surgery (Brenda Barnes)

Steve and Linda Richardson, thinking of you (Jeff Lanham)

Jean Smith, death of her husband Don (Rob McClintock)

Steve Collins, death of his sister Christine (Tripp Dillard)

Sophie Wilson, recovery from fall resulting in several broken bones (Sue Sparks)

5. Old Business

A. Being Church in the Age of COVID-19

Although there are no documented cases of COVID within the congregation, the increased risk of infection because of the Delta variant has necessitated the return to strongly encouraging the use of masks while in the building.

B. Live streaming

The contract has been executed and we are waiting for the equipment to arrive. Pastor Martin reported that Wayne Shimko said the installation should take just two days and then training could begin. We will continue with prerecorded services through the rest September.

C. Faith Formation Coordinator Position

Sarah Lang is interested in taking on the additional hours required in this role but cannot be at church on Sunday mornings. Ramona and Monte Schaeffer are willing to cover Sunday morning duties of turning on classroom lights, etc., until Sarah can return in person after the new year.

6. New Business

A. Visitation Pastor

Pastor Bosserman submitted a letter of resignation effective the end of the month. Cheryl Hamm moved and Rob McClintock seconded that we accept Pastor Bosserman's resignation and recognize with gratitude his 13 years of service to Epiphany. The motion unanimously passed. Pastor Martin

will ask Beth Barger to coordinate a reception. Brenda Barnes moved and Matt Mertz seconded allotting \$300 from the council discretionary fund for a \$300 gift card. Brenda Barnes will research what type of gift card is most appropriate.

D. Nominating Team

Tripp Dillard, Sue Sparks and Carol Mawyer (the retiring council members) will meet with Beth Barger to review the nominating process. The deadline for the presentation of this slate to council is mid October.

E. Funding Request from Faith Formation for Smart TV for Adult Classroom

A motion was made by Cheryl Hamm and seconded by Matt Mertz to spend \$1,415 from the Endowment disbursement for a smart TV for the adult classroom. The motion unanimously passed.

F. Move October meeting date to October 5

G. To Hanne Hamlin / Church Staff

None.

F. To Congregation via the Epiphany Examiner Newsletter

None.

7. Next Meeting - Tuesday, October 5, 2021 - 7:00 pm

Devotions / Prayers – Cheryl Hamm

9. Closing Prayer – Matt Mertz

10. Adjournment at 8:09 pm – Tripp Dillard

Prayerfully submitted,
Carol Mawyer