

HE LUTHERAN CHURCH OF THE MESSIAH
Congregational Council Meeting Minutes
Date: August 13, 2017

I. CALL TO ORDER: Adam Annis-Brown

Attendance: all present: Adam Annis-Brown, Tegan Brown, Beth Melendez, Tim Tallent, Tommy Lane and Karen McIntyre.

II. OPENING PRAYER: Adam lead council in the Order of Prayer for opening a meeting and Gospel reading/discussion. Today's Gospel is Matthew 14: 22-33.

We all discussed how trust in the Lord our God during this time of transition is paramount.

III. APPROVAL OF MINUTES FORM LAST MEETING (prn)

We approved the minutes from the last meeting via email in mid July.

IV. REPORTS:

a.) Financial Secretary: Beth Melendez

Difficulty with reconciliation. Beth Melendez has done a ton of research. Keith Barton and Beth have been in conversation and plan to meet to resolve.

No entries past June 30th found. The Caleb group to be consulted as the accountants are writing checks since June 30th. Chris was writing checks up to June 30th. (Via online banking)

We looked at our mandatory expenses:

utilities, supply pastors, taxes, property insurance, payroll, ICON/accountant/quick books online.

We discussed slowing the outflow of monies to match our inflow.

Measures discussed to ensure stemmed outflow:

No more automatic payments. Beth Melendez to be in charge.

Checkbook duties are to be done by Beth Melendez.

Credit card will have a new number issued to stop any automatic payment methodology. Adam Annis-Brown to handle.

Quickbooks now online will be accessed only by Adam Annis-Brown, Tegan Brown and Beth Melendez.

Adam to sort out best task list for office and discuss... i.e.:

*****Any correspondence office receives should be forwarded in a proactive manner to council.**

*****we need a schedule composed of all action items for outgoing funds or to do items**

*****A file will be composed of all accounts and their access, for ease of reference by council. The sensitive last pass info will be kept in the safe.**

We will announce a Congregational meeting for September 24, 2017 today and Tegan will write a letter to be sent out to all members of the congregation.

We need to make another transfer, Beth to complete.

b.) Bookkeeper/Treasurer report: Gil/Esther

No report.

c.) Pastor's Report: (none, in transition)

d.) Office Administrator's Report: Christine Bergman

Leaking A/C fixed, but now a possible leaking water heater reported by Smarties, may need to be replaced. (Adam to evaluate this potential problem).

e.) Music Ministry Report: Carole Harris

Carole and Christine are meeting regularly during this time of transition.

V.) Transition Update: Adam Annis-Brown

Via a conversation with Michelle Angalet the prospective interim candidate for Messiah is in a call process and hopefully the congregation in call will have an answer for her by Wednesday 8/16. Adam to follow up with Michelle.

Karen to notify the congregation with update next service.

VI.) iCON

First batch to be done by Beth and Karen next week.

We will cancel Realm on the 28th of this month.

VII.) Carnival Update: Adam

All plans are in place, items bought, just need more volunteers.

The band glitch was fixed by hiring a new band: All the King's Men.

As per Tegan we need to pay them on the day. Adam to take care of the band.

VIII.) Staff Reviews Adam Annis-Brown

Christine is complete.

Carole to meet next week.

IV.) Science Is Fun: Beth Melendez

Beth met with Chris Webb last Thursday. She has opted to take on the cleaning for her areas, tables chair and bathroom. We will have to spell out the cleanliness requirements. We have gotten a quote from Bogna's cleaning crew in case we need it. We are waiting for a final rental proposal from Chris Webb/Science is Fun. No new contract has been signed.

V.) Smarties: Adam Annis-Brown

Water heater above infant room leaking again. Adam to investigate.

Smarties wants to share the FH Kitchen with church only. We need to find out exactly who she means....i.e. weddings and other church approved functions.

Smarties also wants to explore other rental space within the church.

Adam and Max Melendez to meet with Bogna and or she will be invited to the next council meeting whichever comes first, but time is of the essence.

Adam to tell Chris to solicit bids for the water heater repair.

Adam to speak with member about costs.

Beth suggests a maintenance campaign.

**IX.) "God's Work. Our hands." Sunday initiative: Adam Annis-Brown
September 10th. ELCA driven. Resources available. We should do something.
He asks we all to look at the website and try to come up with an idea.**

**X.) NEW BUSINESS: Andy Otto: Adam Annis-Brown
We were contacted by Andy Otto (Connecting our Communities) from
St. Thomas Moore Catholic Church interested in sharing/educating his adult members about Martin
Luther's Reformation and it's anniversary.
Adam to call Andy Otto.**

**Tellers for Oct. 22nd will be Beth and Tim.
Also Beth reminds us that we can also ask a member of the congregation to assist a council member to
perform teller duties. (Gary, Will, Wayne)
Beth to make keys to the office for council.**

**XI.) CLOSING PRAYER
Council stands, holds hands, recites the Lord's Prayer.
ELCA's recommendation concerning the new version of The Lord's Prayer discussed.**

XII.) ADJOURNMENT: Adam closed the meeting today at 10:35am