

# Trinity Lutheran Church Clarks Summit, Pennsylvania

## CHURCH COUNCIL MINUTES

***Monday, August 1, 2022***

***Church Council Roster and Other Official Attendees:***

Y	Terry Bockelkamp * (2025)	Y	Haydn Evans * (2024)	Y	Thomas Himes (2023) <i>Secretary</i>	Y	Carol Howell * (2024)
Y	Bob Klien * (2023)	N	Chris Mathews * (2024) <i>Treasurer</i>	Y	Kathy Mathews (2025)	N	Bill Oehler + (2025)
Y	John Raike * (2025)	Y	Todd Rehder * (2024) <i>President</i>	N	Dee Smith * (2023) <i>Vice President</i>	Y	Eli Troup (2023)
Y	Heather Klien <i>Recording Secretary</i>	Y	George Mathews <i>(Interim Pastor)</i>		* <i>Serving 2<sup>nd</sup> term</i>		+ <i>non-voting appointment</i>

**1. OPENING PRAYER:**

The meeting was opened with prayer by Pastor Mathews.

**2. RECOGNITION OF OTHER PERSONS PRESENT:**

None

**3. SPECIAL DISCUSSION TOPIC FOR THE CHURCH COUNCIL:**

None

**4. REPORT OF THE SECRETARY:**

The minutes of the Church Council from June 13, 2022 were presented by Heather Klien.

The minutes were accepted as presented with a motion by Haydn, seconded by Carol. All were in favor, and it was so ordered.

**5. REPORT OF THE TREASURER:**

The Report of the Treasurer for June and July was presented by Pastor Mathews subject to audit. Terry made a motion to accept the reports. Haydn seconded that motion. All were in favor, and it was so ordered.

**6. CORRESPONDENCE:**

Heather passed around a form letter from PA American Water regarding backflow systems for cross contamination. The letter is attached to these minutes.

Heather also circulated a letter from GuideOne Insurance Company regarding the results of the annual audit of our worker's compensation insurance policy for the period of time between May 2021 and May 2022. Because the salaries paid to the preschool and church staff exceeded the estimate upon which the premiums were based, Trinity has been assessed a reconciliation payment for this time period. This letter is attached to these minutes.

**7. REPORT OF THE PASTOR:**

Pastor Mathews stated that the insurance money received for damages to the old library needed to be moved from the reserve bank account and placed into the general bank account as repairs have now been made.

**8. REPORT OF THE STRATEGIC PLANNING COMMITTEE:**

None

**9. REPORTS OF THE MINISTRY TEAMS:**

**a. Worship Ministry Team:**

Heather made the report for the worship committee. The new hymn list for the rest of the year has been completed.

Jeremy and Suzanne will need to get together to go through the items that were removed from the choir room to decide what they need to keep and what should be discarded before putting them back into the choir room following the new carpet being installed.

Choir robes need to be washed, pressed, and returned to the choir room.

**b. Education Ministry Team:**

In lieu of a verbal report to save time Heather handed out a written report for the education committee. It was informational only.

Items of importance are as follows:

Sunday school will begin on September 11, 2022, with a family worship service being provided on the second Sunday of each month.

Preschool enrollment is currently at forty-six. An open house is scheduled for Sunday, August 14<sup>th</sup> to obtain more students for the coming year.

Summer camps were filled with some overflow. The staff is considering eight camps next year instead of the six camps that were provided this year.

Kathy Mathews will teach Ault Forum this coming year. Kathy and Cheri Graboski will be leading the Women's Bible Study for the time being.

Terry will start the year with "Fisher's of Men" to go with the Sunday school's "Go and Tell" theme for the year. She will be updating the bulletin boards prior to September 1<sup>st</sup>.

**c. Service and Outreach Ministry Team:**

Eli provided a Keystone Mission update. Heather added to the update stating that this outreach opportunity needs to be shared as an opportunity for congregational members to bring in outside helpers to introduce them to them to Trinity while serving in an outreach capacity.

**d. Witness and Fellowship Ministry Team:**

John updated the council on the Men's Fellowship dinners. The next dinner will be on September 28<sup>th</sup>. Also, he said that Nelson Stauffer is actively looking for new choir members.

**e. Support Ministry Team:**

The leader of the Property sub-committee, Heather Klien, gave a report on the current state of building repairs.

The roof was completed but it did require an additional \$1081.82 for a borough permit. The permit was obtained, and it is on file in the church office. The old, wet insulation was removed from the church attic. The attic was dried, cleaned and treated then new insulation was laid

before replacing the shingles on the roof. The flower beds and grounds were cleaned up and repaired where needed following the roof installation.

The exterior of the concrete portion of the preschool will be repainted if permitted by the weather this fall.

There are still plans to hire an electrician to replace the flood lights in the church yard.

There are plans to paint the narthex hallway before September 11<sup>th</sup>.

**10. OLD BUSINESS:**

The building still needs to be pressure washed.

**11. NEW BUSINESS:**

**a. New Members Received:**

-Dominic Esposito (*by transfer for Grace Lutheran Church, State College*)

-Samantha Esposito (*by profession of faith – Roman Catholic*)

-Kailey Razawich and Benjamin Esposito (by holy baptism)

Terry made a motion to accept the new members listed above and Hadyn seconded that motion. All were in favor, and it was so ordered.

**b. Other Items of New Business:**

- (1) John sent in a picture of a flat cross with a verse that can be sent out to members we have Not seen in church recently. This item could be added to cards that we distribute.
- (2) Kathy Mathews would like to start another card ministry which would include sending out birthday and anniversary cards to all members of the church. She applied for a Thrivent grant to start a new ministry and she received a grant for two-hundred and fifty dollars to start this ministry.
- (3) Kathy applied for a Thrivent grant to help buy supplies for the newly formed Keystone Mission Dinner Ministry that will take place every third Friday afternoon. A two-hundred and fifty-dollar grant was received. Kathy will be purchasing some staple items for volunteers use when the sponsor the monthly dinner.
- (4) Heather updated the council on the painting and repairs that have taken place in the old library and in the choir room. She requested that the carpets and hard flooring in those rooms and in the narthex, hallway be replaced. She brought an estimate from Connolly's Home Repairs for removal of flooring and replacement vinyl floors and carpeting for \$3009. John made a motion to accept the bid for replacing the floors. Haydn seconded that motion. All were in favor, and it was so ordered.
- (5) Discussion took place regarding the congregational meeting set for August 28<sup>th</sup> following the 10 AM worship service. Pastor expressed his desire for the congregation and the church council to come together to start preparing for the short range and long range regarding where they see Trinity in the future. He also, said that the congregation and the council need to start making a way forward with other provisions for pastoral leadership. This could include lay leaders, deacons, student pastors from the NALC Seminary, or interim pastors until a permanent pastor can be hired. Pastor Mathews did not want to give a definite date of completion for his services but urged the council to start making other arrangements. Pastor said he and Kathy had anticipated up to one year of service to Trinity and then when Covid became a reality, things changed.

John and Todd both volunteered to be lay leaders and they would even investigate the NALC Deacon program. Todd stated that he would like to see at least two more lay leaders step up from the congregation to help cover Sunday worship services and other needs of Trinity.

Todd and Pastor Mathews agreed that there needs to be a meeting of the call committee. A call committee meeting was immediately scheduled for 8:30 AM on Sunday, Aug. 7<sup>th</sup>. The suggestions of the call committee will be brought to the special meeting of the church council on Monday, August 15<sup>th</sup>.

- (7) Pastor suggested that the council pull together a PowerPoint presentation for the Congregation. It should include what steps are needed to move forward.
- (8) the council discussed a promotional campaign for moving forward.
- (9) Todd will also reach out to Dean Shipman at the NALC for direction.

**12. ADJOURNMENT and LORD'S PRAYER:**

A motion to adjourn the meeting was made by Bob and seconded by Haydn. The motion carried. The meeting was concluded with the Lord's Prayer.

Respectfully submitted,  
Heather Klien  
August 5, 2022