

**Epiphany Lutheran Church
Council Meeting
October 13, 2011**

In attendance: Pastor Tim Kuenzli, Craig Werner, Don Maurer, Rachel Arps, Brian Meinardi, Rick Wuerth, Darby Graves, Mike Poyer, Lynn Chrisman, Renita Hillis, Charlie Cline, Mike Renner, Carol Low and Jerry Kisner.

Excused: Kris Huffman and Beth Bolyard.

Call to Order: Don Maurer called the meeting to order and Charlie Cline offered a devotional on the redeeming quality of humor in church life.

Memorial Garden: Linda Barry and Ruth Schmitz attended the meeting and presented a comprehensive report on progress in planning the memorial garden. Planting a memorial garden as a repository for cremation ashes on church property has been a topic of discussion in the congregation for some time. The door opened to actually building one when a member offered to make a matching gift for the construction of such a garden. Linda and Ruth surveyed church members and found strong support for the idea and, also, interest in developing a columbarium, perhaps as a phase two in the project. A columbarium incorporates niches for the interment of cremation remains. In a memorial garden, ashes are spread around plantings. Families purchase columbarium niches at some expense. Use of a memorial garden is either free or involves a more modest charge.

The memorial Garden Committee selected Eric Remus of Yard Solutions to develop a site plan. Eric designed the memorial garden at Lord of Life Lutheran Church. Linda and Ruth circulated a preliminary site plan drawing indicating that the

Committee is still working on the design. They also reported that the Committee is at the point where members have started to talk about fundraising. One possibility is the sale of engraved bricks for installation on walks in the gardens. They do not believe that it will be necessary to request Council to authorize the use of general church funds for the project.

Council thanked Linda and Ruth for their work and encouraged them to continue.

President's Topics: Don Maurer reported on several topics.

Annual Meeting: After checking the Church Calendar, Don the 2011 Annual Meeting for December 11, 2011 following the 11:00 o'clock service.

Financial Review Report: The Financial Review Committee consisting of Karen Peterson, John Pysarchuk and Tom Stultz completed the review of church financial systems and provided a thoughtful and comprehensive written report. In the Committee's opinion, the financial records of the church are in good order. A copy of the Committee's report is attached to these minutes.

The Committee made several suggestions concerning church operations. Council agreed with the Committee's recommendations to arrange for a review of insurance coverage and to revise procedures for the payment of miscellaneous office expenses. Council will continue to review expenditures over \$500 as opposed to reviewing all checks every month as suggested by the Committee. Council believes that current procedures give the church adequate protection and is hesitant to expand the time commitment of Council members.

Council agreed that the Committee is more appropriately named the Financial Review Committee, than the Audit Committee. "Audit" is a term of art in the accounting profession which entails methods of examining records maintained in accordance with formal accounting standards. Neither the Church's standards in maintaining records, nor the scope of the Committee's work comply with requirements of an audit in a technical accounting sense. The title "Financial Review Committee" will be adopted as the understood fulfillment of the constitution prescribed "Audit Committee". Council believes that an annual financial review by the Committee is sufficient to validate the financial practices of the Church. Council can periodically assess whether there is a need to employ outside accountants to perform an independent review or audit in the future.

Council accepted the Committee's report as elected delegates from the congregation acting on the members' behalf. The Committee's report will be presented to church members at the 2011 annual meeting and, ultimately, incorporated into the minutes of that meeting. Council also agreed with the Committee's suggestion that its members serve three year rotating (staggered) terms and with the checklist developed in connection with this year's review.

Council thanked the Financial Review Committee members for a job well done.

Nominating Committee: The Nominating Committee is busy contacting prospects for Council positions which will be open at the first of the year.

Financial Secretary and Treasurer Replacements: Don reports that Jerry Blaskie, CPA, Greg Rich, CPA, and Kasey

Massatti are still possible replacements for the positions. Steve Good, CPA, is a fourth possibility.

Love Offering/Debt Reduction: As of October 1, 2011, we have received \$16,415 in Love Offerings in connection with our 50th Anniversary Celebration. We may receive additional gifts, but the 50th Anniversary Chairs, Carol Ackerman and Don Wachtman believe that we have received the bulk of donations. These funds will be applied to our mortgage debt. Brian Meinardi estimates that funds collected so far will reduce our payout time by eight months.

Property Committee: Bob Avers and Craig Werner of the Property Committee presented proposals for updating the main church sign and repairing the parking lot.

Church Sign: At Council's last meeting, various members noted that the new preschool sign looked good, but, as a consequence, the main church sign looked a little drab. Council requested that the Property Committee obtain a proposal for updating the main sign. Bob and Craig presented three proposals ranging in price between \$1,499 and \$2,699. All three incorporated a blue top "banner" coordinated with the preschool's sign. After discussion of the three alternatives, Council elected to proceed with the mid-priced proposal. An advantage to that design is that the blue top banners which list service times are installed separately from clear Lexan (polycarbonate plastic) doors which provide access to the message portion of the sign. If we change the times for church services, we can replace the top banners without replacing the access doors. Upon motion duly made and seconded, Council approved the expenditure of \$2,400 from the Facilities Maintenance Fund to update the main church sign. The vote was thirteen for, one opposed.

Parking Lot: For several years the Property Committee has reported that the parking lot has been in need of serious maintenance. To the Committee's credit, it's members have kept the lot usable through self-help and judicious expenditures. We now need to address the problem in a more comprehensive fashion. The window of time to complete the work this year is rapidly closing because of weather considerations. Bob and Craig obtained competitive bids for repairing and sealing the parking lot. Upon motion duly made and seconded, Council unanimously authorized them to proceed with the project. The successful bidder is Armor Paving & Sealing Co. of Reynoldsburg. The contract price is \$13,000 which will be charged, first, against the Property Committee's remaining budget (approximately \$12,000), and, then, against the facilities maintenance fund.

Meeting Minutes: Council reviewed and approved the minutes for its September meeting.

Financial Secretary and Treasurer Reports: During September we received total donations of \$63,345 consisting of \$54,378 in unrestricted (budgeted) funds and \$8,964 in restricted (non-budgeted) funds. Receipt of unrestricted funds was \$706 under budget for the month. Year-to date we are \$111 ahead of budget. As anticipated, our budget surplus evaporated during the summer.

We spent \$56,082 during September resulting in a negative cash flow of \$1,703. Year-to-date, we have positive cash flow of \$10,977 through September. At the end of the month, we had \$71,750 in checking and total unrestricted funds of \$90,189. We had restricted funds of \$149,631 for total operating cash of \$239,820. In addition, we had non-operating cash of \$108,201 consisting of \$21,584 on deposit for the National Youth Gathering

and \$86,617 in the Epiphany Mission Endowment Fund. Expenditures greater than \$500 were mostly routine. We paid Barbie Weidner \$2,676 for catering the 50th Anniversary dinner. We had \$9,846 in the Facilities Maintenance Fund at the end of September. With October deposits, we have about \$12,000 in that fund.

A New and Right Spirit: Pastor Tim led Council in a discussion of Chapter 1 of A New and Right Spirit. In Chapter one, Pastor Barger emphasizes the importance of telling our story - the life, death and resurrection of Jesus Christ. God became one of us. The story is transformative. The story does not provide a mere technical manual on how to operate an institution. The story is inspirational and encourages us to be "adaptive" in our world view and actions. Pastor Barger challenges us to evaluate the health of our own congregation. One of the indicators Barger lists is whether a congregation is growing. By this standard, we have been on a plateau for a number of years. Pastor Tim will be out-of-town and will be unable to attend Council's November meeting. Mike Renner agreed to lead the discussion of Chapter 2.

Pastor's Topics:

Pause: The Pause program is up and running. Attendance has been around 75 or 80 people, including about 25 children. Meals have been very good. Tim said that it is very interesting to watch our professional chef Will Lytle work. Council members are encouraged to attend. The program is now well enough organized to encourage church members to invite guests.

HeArt of Epiphany: Anna Kuenzli started the HeArt of Epiphany art program with a beginning enrollment of six little girls. She also obtained the required liability insurance and provided a certificate of insurance naming the church as an additional

insured as proof of coverage. Don Maurer signed several copies of the written contract on behalf of the church. Rick will obtain Anna's signature on the document.

Susan Leigh Music Program: Susan Leigh is teaching a beginners' guitar class at Epiphany. Her program is sponsored by the Pickerington Parks and Recreation Department. She has offered similar programs at Epiphany during summers. No one is quite sure how this got started or who authorized the use of our facilities for the current program. Council believes that guitar classes sponsored by the Parks and Recreation Department are an appropriate use of church facilities. During discussion, the consensus of Council members was that we should have some guidelines for the use of our facilities by outside folks. Rick Wuerth will contact former Council members to see if they recall having such guidelines. If they don't, Rick will draft a proposal.

Round Table:

Congregational Life: The Committee is making preparations for Trunk or Treat.

Social Services: The Committee is involved with volunteer work at Faith Mission. Jerry also said the this year's Gifting Catalogue is about done. Anyone with ideas for things to include in the catalogue said contact Jerry.

Stewardship: This year's campaign will start next Sunday. The theme is "Touching Light."

Evangelism: The Evangelism Committee will be assisting with Trunk or Treat. The Committee will host a Hospitality station on election day November 8 and organize refreshments for the New Members Reception on December 4.

Music & Worship: The Bells will be playing this Sunday.

Budget: Mike Poyer requests that Committee chairs submit budget requests to him by this Sunday. Unless Mike receives update requests, committee requests will be presumed to be the same as last year. The preliminary budget for 2012 should be available for review at Council's next meeting.

Adjournment: Don led Council in the Lord's Prayer and the meeting adjourned.

Respectfully submitted,

Rick Wuerth, Recording Secretary.