

ST. PAUL UNITED CHURCH OF CHRIST  
COUNCIL MINUTES FROM MEETING OF  
Tuesday, February 14, 2023

**Council Members Present:** Aaron Johnson, Julius Enesey, Dan Case, Jane Dykowski, Fred Miller, Toni Hill, Marjorie Barnard, Jennifer Ruffner, Conrad Heidt, Jeannette Wackro, Barbara Schultz, Patricia Staffeld, Pam Lange, Rev. Reed and Pastor Schalm

**Excused:** Sue Mrowka

Also in attendance were: Tim Ruffner, Cindy Romas, Kathy Williams and Tracy Hoffman

**Guests:** Michele Matney

Meeting called to order by President, Aaron Johnson, at 6:55 p.m. followed by opening prayer led by interim pastor, Rev. George Reed.

Motion by Barbara Schultz, seconded by Conrad Heidt, to approve the minutes from the January 10, 2023 meeting. Motion carried.

**Agenda Additions/Deletions:** Add kitchen inspection to Reports and Updates and communion, musical instruments and parsonage upkeep to New Business.

#### **REPORTS AND UPDATES**

**Treasurer's Report:** Dan Case reported that there were no solid numbers available as bookkeeping technology was being updated. We are approximately \$5500 under budget in income and approximately \$13,000 below budget in expenses. There was no pastor's salary for January. Sally Sigman was being paid for January and February which included vacation time, etc. An automatic deposit from the bequest account to endowment account of \$500 per month continues. After first quarter, we should have a better sense of our finances. In March there should be a written report available. Motion by Fred Miller, seconded by Pat Staffeld, to approve the treasurer's oral report. Motion carried.

At this point in the meeting, Michele Matney arrived to give the Girl Scout Report. With much enthusiasm, she reported the following:

- 22 members in the group (ages 5-17)
- Sunday, May 21 is banquet/rewards dinner (requested time to set up on Saturday before)
- July 6-9 is trip to Hershey, Pennsylvania (requested permission to leave cars at the church)
- reported they are in pursuit of badges
- Thanked Men's and Women's Fellowships for scholarships provided and church's support
- Did a People Mover Badge trip to study art at the stops
- Having first woman judge in Taylor to talk with the group
- Selling Girl Scout cookies during coffee hour

Discussion continued regarding a possible Scout Sunday with an aim for April 23 which is World Scout Day. She will meet with Barb Schultz and Worship Planning to plan for this. She also noted that at the State of the City address (because of her nomination) Rev. Geoff Drutchas will be presented the Paul Harris Award. After thanking her for her dedication to the scouts and her hard work, we returned to the agenda.

**Pastor Cheryl Schalm:** Written Report Motion by Julius Enesey, seconded by Toni Hill, to approve the report. Motion carried.

Deviating again from the agenda—Tim Ruffner quickly reported that we had passed the kitchen inspection. Even the coleslaw was probed for temperature. All other items were in order. He is re-writing the dishwasher instructions for better directions for its use.

**Rev. George Reed:** He expanded on his written report giving thanks for the work on the parsonage and church office. He is setting up his office in the parsonage. He and wife, Betty, enjoyed his first Sunday and Souper Bowl event. He follows conference guidelines for work days off. (Thursday noon until Saturday evening will be his “weekend”). He has met with elders, parish nurse, and other caregivers about future of Health Ministries with Kathy William’s leaving. He plans to meet with “interim support group” to set up small group discussions to help us get to where we need to go.

**Trustees/Building and Grounds:** Fred Miller reported that the parsonage rehab group accomplished much in a very short window. Each room was evaluated for its needs to achieve the end result. More time is needed in the parsonage to upgrade on a regular basis.

**Deacons:** Jennifer Ruffner reported that in-person worship is up from a year ago and remains steady. There are 20 - 30 each week on Facebook.

**Elders:** Barb Schultz reported numbers served at various communion services in 60s to 80s. She initiated a lengthy discussion about returning to pre-Covid communion protocol. The communion invitation must be given on Facebook for those at home to commune. Motion by Toni Hill, seconded by Conrad Heidt, to have Rev. Reed hand out wafer and elders provide tray with individual juice glasses for those wishing to come forward for communion. Kits would still be available for those who choose not to come forward. Motion carried.

**Pastoral Search Committee Update:** Aaron Johnson reported that 13 candidates have submitted applications. They are currently scheduling second interviews with two of the candidates. One of them could be the one we go with.

#### **OLD BUSINESS**

1. Membership Rolls: Aaron Johnson initiated the discussion with the inaccuracy of our phone records. This was a hindrance when attempting to contact people for council positions. Cindy Romas related how everyone was contacted during Covid. However, families do not update with the church when moving or changing phones. The addresses are probably the most accurate. Barb Schultz related that dropping people from membership can create a negative relationship. Rev. Reed will meet with the Elders to discuss possibilities.

#### **NEW BUSINESS**

1. Council representatives for Worship: Sign up for this is in the usher’s room. Jennifer Ruffner retrieved the sign-up sheet and it was circulated during the meeting. Several Sundays were filled.
2. Staff Benefits Packet: There were minor changes in the packet from the prior year. Motion by Barb Schultz, seconded by Fred Miller, to approve the packet. The motion carried.

3. Staff salary discussion: The August Budget and Finance meeting will evaluate salaries and possible raises. The discussion that resulted revealed that we are paying what we can safely afford. Some generous donors are no longer with us so next year's income may be less. It was suggested that some paid positions could be done by volunteers. Pay positions should be evaluated for raises for some, but not others. Generally, we pay less than in the marketplace.
4. Parish nurse items: Kathy Williams reviewed a list of items (projected on screen) to be done in Health Ministries as she leaves the position as parish nurse. The largest gap is in visitation to members with health issues, hospitalizations, home bound, and home recoveries. Dan Case shared that there is funding for continuation of exercise classes, printed daily reading guides, and grievance guides. Additional people are needed to carry out visitation needs. Rev. Reed suggested that personal invitations work best to enlist volunteers as opposed to a general plea for volunteers. Until more people are available, it will be necessary to prioritize what needs to be done.
5. Rev. Geoff Compensation: Rev. Geoff continued visitation during January prior to Rev. Reed's arrival. Motion by Julius Enesey, seconded by Margie Barnard, to pay him \$2000 for mileage and time during January. Motion carried with two no votes.
6. Sally Sigman status and next steps: Aaron Johnson reported that he and Mark Ennis visited Sally at which time she revealed that she planned to retire. It was decided to plan a retirement event for her on Sunday, March 19. A special coffee hour in her honor would be held on that Sunday after worship. Tracy Hoffman would plan for special music that day. Margie Barnard will make arrangements for a decorated cake. Dan Case will handle a presentation gift. The congregation would be invited to give personal gifts if they wish.
7. Organist discussion: Prior to this council meeting, most of the members were able to interview and hear Beverly M. Glenn share her life story and hear her play the piano, organ, and sing. Everyone seemed to have a favorable impression. Motion by Pat Staffeld, seconded by Toni Hill, that trustees prepare a position description and job offer for her. Motion carried.
8. Evaluation of council term limits: In order to attract more people to commit to council positions, perhaps shorter terms and/or repeated terms should be considered. The By-laws would need to be modified. Auxiliary officers are available for fill in purposes. If changes are to be made soon, they must be presented at the semi-annual meeting in July and accepted at the annual meeting in January. This topic was tabled until further notice.
9. Building security: With a homeless individual attempting to stay in the fellowship hall rear entrance, more security measures may be necessary. Dan Case will make a sign for that entrance containing Christnet's phone number. Police patrol has been requested. Installing additional lighting, cameras, and upgrading security system were suggested. Everyone must be more cautious with keeping doors locked and awareness of surroundings. This is especially important when working in the building at night. Aaron Johnson offered to escort anyone out at night. Just give him a call.
10. Pastor Office Renovation: Fred Miller reported that plaster, insulation, drywall, drop ceiling lights, and carpeting are some of the items being completed.
11. Budget Concerns: Please send all budget concerns to Aaron Johnson or Dan Case.
12. Guest Calendar. Motion by Dan Case, seconded by Julius Enesey, to approve the Guest Calendar. Motion carried.

13. Communion, musical instruments, and parsonage upkeep: Conrad Heidt shared his concerns about offering communion on Facebook (That issue was discussed earlier in the meeting.) He tabled his concern about musical instruments until another time. He related his physical distress after the scraping necessary in the parsonage basement. This generated much discussion about the extensive work necessary to renovate the parsonage. The home should be regularly inspected for upkeep. Pat Staffeld suggested it should be part of Building and Grounds responsibility. Rev. Reed offered that it should be part of the call agreement that a regular inspection would occur. This should be a consideration if our new pastor chooses to live there. The trustees were asked to develop a plan/schedule for regular parsonage inspections.

#### ROUNDTABLE

Barb Schultz reported that the News Herald was given the details of the Fish Dinner schedule, price, and times. She also reported that Rev. Dr. Lillian Daniel, the conference minister, would be with us on March 5. Rev. Reed will include in worship the installation of Jeannette Wackro as deacon on Sunday, February 19, 2023.

Motion to adjourn by Toni Hill, seconded by Fred Miller. Motion Carried.

The meeting adjourned at 9:44 p.m. followed by the Lord's Prayer in unison.

Respectfully submitted,

Jane L. Dykowski, Recording Secretary.