

**St. Matthew Lutheran  
Church Congregational Council  
October 22nd, 2024**

President	Jen Knaggs	P
Vice President	Kristine Neate	P
Secretary	Delores Ivan	P
Treasurer	Teri Uttech	P
At Large Officers	Amanda Kotick	P
	Bruce Reed	P
	Jim Woodard	X
Deacon	Lindsay Stertzbach	On Leave
Pastor	Steve Mahaffey	P

Roll call of attendees started the meeting. Guests included Sandy Andrews in person, and Brian Harris on Zoom.

Opening devotion and prayer was given by Amanda Kotick.

Reviewed minutes from August 20th. Corrections were needed on the rent rates; corrections made. Amanda motioned to approve the minutes with revisions and Teri seconded the motion. All in favor and motion passed.

**Deacons Report:**

- On leave followed by sabbatical.

**Pastors Report:**

- Nothing additional to add other than what was mentioned in his report.

**Presidents Report:**

- Jen will discuss her items in New Business.

**Vice President's Report:**

- Nothing to report.

**Secretary Report:**

- Nothing to report other than what is in the minutes.

### **Treasurer's Report:**

- Detailed discussion of the budget line items will be reviewed in New Business.
- Preparing a message for the congregation explaining the budget and what we need to do to head us in the right direction.

### **At Large Officer's Reports:**

- None to report at this time from the committees. Bruce will give an update on Grace House in New Business.
- Jim Woodard is resigning at the end of the year; replacement needed.

### **Old Business:**

- ★ Kristine reported on how we can communicate information with the congregation. The Cultural Collective Document was prepared and sent to the council to review and determine how to get the message out to the congregation.
  - There's been no feedback from the congregation.
- ★ Risk Management Safety Committee- Jen has been making contacts and we plan to meet again later this year to act on some of the recommendations. One item we can act on rather quickly are "push buttons" from Church Mutual for free to alert police in an emergency. Key management and access through entry and exit doors are other topics we can address quickly.
  - Jen tasked the committee members to prioritize the top three situations we should address first. Will have more information at the next meeting.
  - Additional members added to this committee are Joe and Sarah Robinson.
- ★ Stewardship committee - it's too late in the year to use pledge cards. Other methods to communicate the necessity of increasing stewardship will be forthcoming. Members on the committee for next year are Bob and Carla Maas, Tim Brown and John Baker.
- ★ 2025 budget numbers are all in.
  - Pastor and Deacon's numbers were revised.
  - Discussed all other line items.
    - Offerings
    - Benevolence
    - Other staff adjustments
    - Computer replacement for Deb (office administrator)
    - Hourly rates
    - Congregational Life
    - Comprehensive Youth
    - Year end expenses
    - Capital Improvements
  - There was a motion to increase the budget to allow for 60 hrs of paid time

off per year for office administration. Teri made the motion and Kristine seconded the motion. Motion passed by all.

- Amanda motioned to approve the budget and Delores seconded the motion. Motion passed- budget approved by council.
- Congregational annual meeting will be November 17th to vote for an At-Large replacement committee member as well as approve the budget.

- Update on the Fall Fest was that it was well attended and successful.
- Grace House Update- Joyce and Bruce met with the tenants and gave them the contract to agree to \$1500 rent in 2025. Deposit was bumped up by \$300 to be in line with the new rent rate.
- Faith House update- property committee is working on how we should proceed with the rental process.

#### **New Business:**

- Annual meeting prep for November 17- info needs to go out 10 days before the meeting.
- Promise Place survey update- results will be included at the annual meeting.
- We have an open position to be filled-At Large Member. We also need a term list for the various positions.
- Hiring Lavonne DuBois as part time pianist effective 11/1/24
  - Pastor Steve made a motion to hire Lavonne as a part time pianist paid the same as Cindy. Kristine second the motion. All approved-motion passed.

Meeting concluded with a closing prayer.

**Next meeting- Nov 19th @ 5:00pm- Brown Room**

**November Opening Prayer/Devotions- Pastor Steve**

Respectfully submitted,  
Delores Ivan