

**St. Matthew Lutheran  
Church Congregation Council  
February 20th, 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	P
Deacon	Lindsay Stertzbach	X
Pastor	Steve Mahaffey	P

Also In attendance: Sandy Andrews in person and Brian Harris on Zoom.

Roll call of attendees started the meeting.

Opening devotion was given by Delores.

Reviewed last month's minutes.

Pastor Steve pointed out that there were a few misspellings in last month's minutes. Corrections will be made. Bruce motioned to accept the minutes from last month with corrections and Amanda seconded the motion.

**Pastor's Report:**

Pastor Steve and Deacon Lindsay will finalize the letter to be sent to members from the membership roll that have not been attending. Membership rolls are reviewed annually by Pastor Steve, Deacon Lindsay and Deb (Form A). Jim asked if we knew how many members would be affected. It depends on what action is taken by each member. Not really sure.

**Deacon's Report:**

Nothing to report at this time.

**President's Report:**

Jen asked the Council if they were ok with her just completing her annual report. Generally nothing to report in between. Past practice was monthly but it seems rather redundant. If something would come up that the congregation would need to know about, then she would have a report on that situation. All were good with this suggestion. Pastor Steve reaffirmed that this was how they did it at St Luke's as well. It just gives you an opportunity to speak out if there is something needed to be expressed to everyone.

Kristine: Nothing to report

Delores: Nothing to report; just learning the functions of the secretary position at this time.

Teri went over what was in the financial packet. Overall, we're doing well. She also said that we now have a chair for the Financial Committee. Steve Pamer has accepted this position. He will start leading the committee meetings in March.

Pastor Steve informed us that he may have four candidates for the Stewardship Committee.

Bruce talked about the Samaritan Fund that helps individuals needing help on a monthly basis and the areas they could receive said help. He also talked about the Endowment fund. He suggested that perhaps we could get someone to come in and do a Good News Moment on the ELCA Foundation Fund/Endowment Fund. Jen said John Baker would be a good resource to talk to when he gets back from Florida. Bruce didn't have anything to report on the Stewardship Fund at this time.

Jim talked about voting by the congregation online and streaming services. Pastor Steve suggested that the Communication/Evangelism Committee come with a plan as to how to securely accomplish this (two way communication). Pastor made this a motion and Jen seconded the motion. Jim said this committee will be meeting again before our next Council meeting. Kristine mentioned the system they use at her workplace called Menti. Jim will be researching this.

Jim mentioned activities planned for the Evangelism/Communication Committee such as the Drive Up Drop Off Food drive, Jesus with one cent, St Matthew Celebrates and the Spring Newsletter will be published on the 6th.

The Personnel Committee met and the members include Pastor Steve, Jim Woodard, Jan Sullivan, and Barb Woodard as Chair and Liaison.

Jim read parts of the Constitution.

Old Business:

The Synod Team is open to us if we need additional help.

Teri said we still need a conflict resolution process for anything that comes up in the future. Kristine agreed. We don't want to get to this point again. Pastor Steve agreed and said we need to set up a task force to communicate to the congregation. Teri suggested the Mutual Ministries teams as well as others participate on the team. Kristine and Jen said they both would help.

Amanda was impressed as to how many showed up to talk about our future as we see it. Pastor Steve agreed. He mentioned it seems to be settled a bit. He hasn't had as many sit down conversations as before.

Amanda questioned if we needed to reach out to Carla. She was adamant that we need to help specific groups. Jen questioned if we have to have a Social Concerns Committee? If two or three people feel strongly about a concern they have, we can't force everyone to agree with them. Pastor Steve said we did social concerns this past weekend without a committee. (Loads of Love, blankets for Akron's Children Hospital). Jen agreed.

Liaisons have been established for the additional committees/groups and are listed in last month's minutes.

Pastor Steve is working on a communication to explain our new structure. Five Star is not totally gone but revised. It gets us out of being confined to boxes and makes us more free to function.

He is working on a visual to show people how it will work. We're like a tree with roots, a trunk as St Matthew, branches are the committees, leaves are the members on the committee, some drop off and new ones grow.

Jean Waite and Julie Shrader are very creative and would help create this image.

Pastor Steve asked members of the congregation to serve on a Leadership Handbook that hasn't been very much involved yet. The members all said 'yes'.

Members Include:

- David Hess
- Tom Kotick
- Evan Neiding
- Carol Elkins
- Marcia George

Jim and the Personnel Committee will work on the Personnel Handbook.

Dandelion Project is officially paused. The next step in this process was to visualize our future.

New Business:

Annual meetings will be streamed; not zoomed.

Decision needs to be made as to whether or not Zoom, Stream or both. Brian said their committee is committed to get services and meetings streamed to allow for online voting and safety. They will be meeting before the next council meeting to give an

update and tell us how children' sermons will be viewed in the future to protect our children. Error on the side of boring as opposed to risking our children.

Emergency Training to make the congregation aware of where things are ie. AED, medical box (includes narcan), fire extinguisher. Jen will contact Brenda to prepare more training and get her suggestions. Unfortunately, many people don't read the written information provided.

We discussed what we should do if and when there is an emergency situation during service. Changes will be forthcoming such as how to assist the person in need.

Other situations discussed were what to do if there is a fire or an active shooter in the building. We used to have a Risk Management Committee. Jen said this may be something to bring back up again. She mentioned reaching out to the congregation to see who was a member before on this committee. She will follow up with us.

Pastor Steve closed with prayer.

Jen adjourned the meeting.

Respectfully submitted,  
Delores Ivan