

St. Benjamin's Lutheran Church
Westminster, Maryland
Congregational Council Meeting
February 13, 2020

Present at the meeting: Jeff Davis, Lore Eiwien, Marshall Jose, Sharon Ruiz, Celene Steckel, Mark Wood, and Pastor David. Pete Comings was excused.

The meeting was called to order at 7:07 by Mark. Devotions and snacks were presented by Sharon.

The minutes of the January 9 council meeting were approved on a motion by Peggy and a second by Lore.

Jeff provided the Treasurer's report (see attached). The report was accepted on a motion from Marshall and a second from Peggy.

- Jeff observed that It was necessary for council to identify those to be given signature authority with the church's bank accounts. On a motion by Peggy and second by Celene, the following members were approved for signature authority by the council: Lore Eiwien, Jeff F. Davis, and Mark D. Wood.

The Endowment report (see attached) was approved on a motion by Lore and a second by Jeff.

Pastor David delivered his Pastor's Report (see attached), which was accepted on a motion from Lore and a second from Sharon.

Ministry Reports:

- Facility:
 - Jeff noted that CHCC has moved its office out of the library and back to one of the rooms which are part of their operation.
 - He also mentioned that the supply closet in Room 2 really needs a clean-out and reorganization.
 - Modern Comfort was called in to fix a circulating pump failure.
 - Jeff took a quick look at professional custodial services, seeking quotes from three firms, and only got a response from Jan-Pro, a national outfit. Their quote was for \$732/month, to do much more extensive cleaning than our current custodian does for \$432/month. He'll continue to research the matter.
- Finance Committee: Lore said she would very much like to proceed with the budget audit, in preparation for the Annual Meeting. It was agreed to take this matter offline and button-hole the appropriate participants later.
- WELCA: Peggy noted that the now-discontinued Yard Sale will transition to a Sub Sale.

Old Business:

- Church signage: Jeff says this is still on hold while he deals with the social hall renovation.
- Capital Campaign/Renovation:
 - Jeff is hoping to see most or all of the work completed before Easter.
 - He also circulated for review a letter to be mailed out, asking for the congregation to make a step up toward the \$60,000 Capital commitment the congregation voted for last September.
 - Final tweaks are being made to the ramp design, to accommodate the existing features. At worst, the church sign may need to be removed sooner than we had planned on.
- Provider/staff agreement: Jeff agreed to forward the current agreement language to Celene, who will make progress on the process of updating the agreements with a view to establishing equitable expectations.

New Business:

- Scheduling of Annual Meeting
 - The meeting was scheduled for May 3, on a motion by Peggy and second by Sharon.
 - This timetable would put an March 7 deadline on the submission of audit records to Lore.
- Winter landscaping: Guy Stull appeared as a guest of the council to discuss this matter.
 - Guy said that, while he and Ann enjoy attending to the churchyard landscaping, his recent joint procedures have temporarily made it difficult for him to perform this to his satisfaction. He suggested that the services of Clyde Hirt be engaged, at a cost of \$485, to perform the typical over-winter trimming, clearing, and mulching work. On a motion by Celene that this amount be paid out of the Maintenance budget line, and a second by Marshall, council approved this expenditure.
- Building Use Requests
 - CHCC requests use of the Fellowship Hall on Saturday, March 7, between 9:00AM and 2:00 PM for First Aid instruction. On a motion by Peggy and a second from Celene, the request was granted.
 - WELCA requests use of the Fellowship Hall on Saturday, May 9 from 3:30 - 7:30 PM for their Fellowship Dinner. On a motion from Peggy and a second from Celene, the request was granted.
 - Church Women United requests the use of the Fellowship Hall on May 22 between 9:00 AM and 2:00 PM. On a motion from Peggy and a second from Celene, the request was granted.

At 8:38 PM, on a motion by Marshall and a second from Celene, the meeting adjourned with the Lord's Prayer.

Respectfully submitted by Marshall Jose, Secretary