

Minutes

Trinity Evangelical Lutheran Church Council

(Evangelical Lutheran Church in America)

Sunday, March 11, 2018

1600 Kanawha Boulevard, East – Charleston, W.Va. 25311

1. Call to order – The Regular Meeting of the Trinity Evangelical Lutheran Church Council was called to order by President Robin **SNYDER** at 12:20 p.m.
2. Opening prayer – Pastor Randolph **RICHARDSON** provided opening prayer.
3. Attendance – Those attending included:

Council Executive Committee

- Robin **SNYDER**, president
- George **SCHWARZ**, vice president
- Emma **BUSSE**, treasurer
- Howard **O’CULL**, secretary

Members

- Chuck **HOWE**
- Adam **KNAUFF**
- Laura **KNAUFF**
- Eric **MARTIN**
- George **MCKINNEY**
- Janet **RICHARDS**
- Lisa **WILLIAMSON**

Pastor

- Pastor Randolph **RICHARDSON**

Not present

- Debbie **FLINNER** (Excused)

4. Minutes – Minutes of the Sunday, February 11, 2018, council meeting were approved with two corrections – misspelled name and omission of attendance by a council

member- upon a motion made by George **McKINNEY**, seconded by George **SCHWARZ**.
Disposition: Motion approved.

5. Treasurer's Report – The treasurer discussed matters regarding the fiscal condition of the church, basing her remarks on the *Trinity Evangelical Lutheran Church YTD Budget vs. Actual* handout which she provided council. Prefacing brief discussion of a few of the budgetary line items the treasurer said Trinity was “in pretty good shape” in terms of finances, including contributions received and expenditures, noting the importance of council “understanding” budgetary income and expenditures in terms of the entirety of the calendar year rather than financial activity occurring in a single month or a few months. She noted expenses, with the notable exception of Mountaineer Gas Company billings, were below budget. Finally, the treasurer said abbreviated reports such as that provided for the March council meeting will be presented for most months with more detailed reports being provided Council on a quarterly (or near quarterly) basis. Howard **O’CULL** and other council members commended the treasurer for the reportage she has provided during the past few council meetings, including a “user-friendly” format and detailed explanations of the various reports. The treasurer’s report was accepted upon a motion made by Lisa **WILLIAMSON**, seconded by George **SCHWARZ**. Disposition: Motion Approved.

A copy of the *Trinity Lutheran Church YTD Budget vs. Actual* is appended to the Minutes.

6. Pastor's Report - In terms of the “February 11-March 10, 2018 Pastor's Report,” Pastor **RICHARDSON** mentioned several items, including worship services conducted one of which was a memorial service. He also mentioned volunteering to read at a local school where a Trinity member teaches. Other activities concerned work activities relative to Camp Luther, the pastor's participation in a West Virginia School Board Association (WVSBA) Winter Conference training session relating to innovation and how change may affect organizations. He also mentioned attendance at a program relating to the Opioid Crisis which was held at River Ridge Church Hurricane. Pastor **RICHARDSON** noted his involvement in Rise Up WV, which, according to the group's website, formed in 2017. The group's goal, according to its website, is to “...(build) an independent political force, not aligned with either major party, in order to pressure politicians to fight for the common good - not an elite few...” The website link is <https://www.riseupwv.org/> He cited several other activities, including providing access to the church for school employees who were involved in the recent statewide school employees “work action.”

A copy of the *February 11 – March 10, 2018, Pastor's Report* is appended to the Minutes.

7. Committee Reports –

- Facility / Finance – Chairman Chuck **HOWE** reported concerning various facilities matters, including purchase of a sign-board as had been discussed by council during several meetings and annual servicing of lawn mowers (F. M. Pile Hardware Company).

Refer to the Facility / Finance Committee’s report to council for details related to other activities undertaken by the Committee.

A Copy of the *TRINITY MONTHLY COMMITTEE MEETING REPORT (Facility / Finance)* is appended to the Minutes.

- Worship – Several items were discussed, including single worship services for Palm Sunday and Easter. The Palm Sunday service will include Rites of Confirmation for three Trinity confirmands. Confirmands and their families will be honored at Trinity’s annual Palm Sunday Salad Luncheon. The Easter worship service will be followed by an Egg Hunt. Maundy Thursday is devoted to a Seder service. Pastor **RICHARDSON** is contemplating possible changes in the 11:00 a.m. worship service, including an expanded role for lectors /readers in terms of leading “Prayers for the People” and possibly the recitation of the Creed.
 - Community – The activity and work of Trinity’s Table was mentioned in terms of reportage of the number of meals served. President **SNYDER** noted “to go” meals were no longer being provided. Several council members commented upon the health of Trinity Table’s and the wide knowledge of its activities within the greater Charleston community. Finally, council discussed greater use of Trinity’s website Facebook Page for enhanced external outreach.
 - Education – Several items were discussed including securing Sunday School teachers and the preparation of a list of substitute teachers. The Sunday School opening exercise also was discussed with the notation by Committee chair Lisa **WILLIAMSON** that participation is sporadic despite efforts to publicize the opening exercises. Lisa **WILLIAMSON**, who coordinates Trinity youth participation in the National ELCA Youth Gathering Houston (June 27-July 1, 2018), said it appears despite considerable efforts taken by the Committee and others no Trinity youth will be participating in the Youth Gathering. The electronic link to the National Youth Gathering is <http://www.elca.org/YouthGathering/about/overview> Pastor **RICHARDSON** mentioned availability of scholarships for youth to attend Camp Luther. He said as many as eight Trinity youth – possibly more – may attend Camp Luther this year.
8. Old Business –
- a. Clara E. Shinn Trust – President **SNYDER** said there were no additional developments to report concerning this matter, although efforts continue regarding Trinity’s receipt of these moneys which had been entrusted to the former St. Paul Evangelical Lutheran Church.

- b. Counters – At its February meeting Council discussed disallowing husbands and wives to serve as “counters” regarding contributions Trinity receives during various Sunday worship services (or special offerings).

Upon further examination of the issue by the treasurer as well as others volunteering to be “counters” it was determined that approach is not practical, although the goal of discouraging or disallowing spouses to “count” offerings provides a measure or standard of segregation of duties in terms of accounting principles.

Upon further discussion, council consented to allowing spouses to “count” offerings with the acknowledgment of the accounting principle for a standard of segregation of duties in terms of accounting principles concerning fiscal matters such as this. Disposition: **Motion Approved by Consensus.**

- c. Retreat – Noting the original April 28 date for council’s annual retreat date was changed to April 21 due to Trinity serving as an “overflow site” for the 2018 West Virginia Dance Festival, President **SNYDER** encouraged council to participate in retreat which will be held at Covenant House WV headquarters beginning at 9:00 a.m. Pastor **RICHARDSON** and President **SNYDER** are preparing the retreat agenda. As part of this discussion council will not meet in May – the regularly-scheduled May meeting falls on Mother’s Day – but will meet in June. A motion to that effect was made by L. **KNAUFF**, seconded by George **McKINNEY**.
Disposition: **Motion Approved.**
- d. Nursery attendant – President **SNYDER** will secure additional information regarding securing a nurse assistant if or should the need arise.

9. New Business

- 1. Delegates to West Virginia/Western Maryland Synod Assembly 2018 – It was the consensus of council that Rosa McKinney and Howard **O’CULL** serve as Trinity’s voting delegates to the Synod Assembly of the West Virginia-Western Maryland Synod (Evangelical Lutheran Church in America). The Synod Assembly will be held June 1-2, 2018, in Shepherdstown.
- 2. Holden Village – Pastor **RICHARDSON** announced he and Cindy will be traveling to Holden Village, a year-round Lutheran Church Center located in the North Cascade Mountains in Washington State. Holden is formerly the site of one of the largest copper mines in the U.S. Secretary’s Note: Council voted in 2016 to approve Pastor **RICHARDSON’s** and Cindy’s travels to Holden Village within two years of the 2016 Annual Church Meeting.

3. Pictorial Directory – A member of the congregation is interested in compiling a pictorial directory of Trinity members and attendees. Council concurred with such, providing the congregant prepare a proposal for submission to the Executive Committee.
 4. Church structural issues – Council enter a lengthy discussion regarding various church human resources structural issues, referring the matter, by consensus, to the Executive Committee for further deliberations. Disposition: **Motion Approved by Consensus.**
 5. Next meeting date - Council will meet Saturday, April 21, 2018, in conjunction with council's annual retreat. Council will meet at the Covenant House WV headquarters, 600 Shrewsbury Street, Charleston. The retreat commences at 9:00 a.m.
10. Adjournment - President **SNYDER** declared the meeting adjourned at 1:34 p.m. The motion for such was made by L. **KNAUFF**.

Minutes Respectfully Submitted on Behalf of Trinity Council

Robin Snyder, President

By

Howard O'Cull, Secretary