

# Minutes

## Council

Trinity Evangelical Lutheran Church

(Evangelical Lutheran Church in America)

Sunday, February 11, 2018

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

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1. Call to order – The Regular Meeting of the Trinity Evangelical Lutheran Church Council was called to order by President Robin **SNYDER** at 12:12 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**

- Debbie **FLINNER**
- Chuck **HOWE**
- Adam **KNAUFF**
- Laura **KNAUFF**
- Eric **MARTIN**
- George **MCKINNEY**
- Janet **RICHARDS**

### **Pastor**

- Pastor Randolph **RICHARDSON**

### **Not present**

- Lisa **WILLIAMSON** (Excused)

4. Minutes - Minutes of the Sunday, January 14, 2018, council meeting were approved as presented upon a motion made Debbie **FLINNER**, seconded by L. **KNAUFF**. 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 Profit & Loss 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 great shape” in terms of finances, including contributions received and expenditures. Upon further discussion the Treasurer's Report was accepted upon a motion made by Debbie **FLINNER**, seconded by George **SCHWARZ**. Disposition: **Motion Approved.**
6. Pastor's Report - In terms of his “January 14-February 10, 2018 Pastor's Report,” Pastor **RICHARDSON** mentioned several items, including his and Cindy's attendance at a funeral in Franklin for the Felici's loss of their child. He mentioned various ministry-related activities, including teaching of adult Sunday School, 17 home visits, counseling sessions, assisting community members with personal projects, elementary school reading and helping prepare the Shepherding Luncheon. He also mentioned the “Poor People's Campaign,” an activity of the West Virginia Council of Churches structured to draw attention to the plight of the nation's poor. The event was scheduled in conjunction with the Birthday of Martin Luther King, Jr. commemoration held January 15, 2018.

A copy of the “*January 14-February 10, 2018 Pastor's Report*” is appended to the Minutes.

7. Committee Reports –
  - Facility / Finance – Chairman Chuck **HOWE** reported concerning various facilities matters, including roof-related estimates having been secured earlier. Lingering questions remain in terms of scope of work, including possible use of thermal imaging to better detect areas of facility structure concern in terms of roof replacement. He will report to council once these and other matters have been explored.

As noted in previous minutes, estimates had been received from the following contractors:

- Harris Brothers Roofing and Mechanical Contractors, Charleston
- IBC Corporation, Charleston
- Par Roofing Inc., Huntington

In terms of church security, Chairman **HOWE** mentioned Chief Joseph “Joe” Saunders, West Virginia State University Director of Public Safety, mentioned a few items the church may want to consider in terms of security and safety.

**Secretary’s Note:** Specifics or recommendations for protocol regarding security/safety measures are not included in the Minutes.

As part of the report Chuck **HOWE** said Mr. Saunders recommends church acquisition of an Automated External Defibrillator (AED), a portable electronic device that automatically diagnoses and provides emergency aid in terms of life-threatening cardiac conditions.

**Signage:** In terms of signage the chairman discussed some options available to the church, including quotes from an online vendor. Prices range from \$130 - \$190 with customizable options. It was the consensus of council that signage be ordered as determined by Chairman **HOWE**. **Disposition: Council approved through consensus.**

**ADA Compliant Toilets:** Prices from two Kanawha Valley vendors range from \$900 to \$2600. Following discussion council voted to defer action on this matter. **Disposition: Council approved through consensus.**

A Copy of the *TRINITY MONTHLY COMMITTEE MEETING REPORT* is appended to the Minutes.

- Worship – Several items were discussed, including the notion that 2018 be designated as “Year of the Family” at Trinity. There was some discussion regarding the launch of a “Year of the Family” on Palm Sunday.

Other items include the following:

**Single Services:** Following brief discussion Council, upon a motion made by Janet **RICHARDS**, seconded by Debbie **FLINNER**, voted to designate single worship services for Palm Sunday, March 25, 2018, and Easter, April 1, 2018. The Rite of Confirmation will be held in conjunction with the Palm Sunday worship service. A Salad Luncheon will be held following the Palm Sunday worship service. **Disposition: Motion approved.**

**Lenten Services:** Pastor **RICHARDSON** stated, as in the several past years, the format is contemplative. Shrove Tuesday and the Ash Wednesday service were mentioned.

**Shepherding Sunday:** Several council members discussed what they saw as both the need and potential for a renewed Shepherding program. Considerable support was expressed for dialogue among “Shepherds” and for use of the effort for communication and to attend, as appropriate, to needs or concerns of persons in the various Shepherding groups.

- Community – No report per se.

- **Education** – Council discussed – President **SNYDER** will ask Lisa **WILLIAMSON**, who is coordinating Trinity youth participation in the National ELCA Youth Gathering Houston (June 27-July 1, 2018) to report at the March 2018 council meeting. The electronic link to the National Youth Gathering is <http://www.elca.org/YouthGathering/about/overview>

8. Old Business –

- a. Clara E. Shinn Trust – President **SNYDER** said there were no additional developments to report concerning this matter. Jonathan Nicol, Esq., Member, Management Committee Kay Casto & Chaney PLLC (Charleston), is continuing efforts to resolve issues regarding Trinity’s receipt of these moneys which had been entrusted to the former St. Paul Evangelical Lutheran Church.
- b. Counters – Council discussed several specifics in terms of those who would “count” contributions Trinity receives during various Sunday worship services (or special offerings).

Based on these discussions, husbands and wives would be prohibited from serving together as counters. Efforts continue to secure at least three teams of counters.

- c. Retreat – Date moved to April 21. The retreat will be held at Covenant House WV headquarters beginning at 9:00 a.m.
- d. Nursery attendant – President **SNYDER** will secure additional information regarding securing a nurse assistant.

New Business.

1. Memorial Camp Luther Scholarship – Pastor **RICHARDSON** mentioned four churches in the Ohio/Kanawha Valley Conference of the Evangelical Lutheran Church in America West Virginia/Western Maryland Synod will be collecting moneys for an Camp Luther Scholarship in memory of the Felici’s deceased daughter. Pastor **RICHARDSON** said scholarship recipients could come from throughout the Synod. Upon a motion by L. **KNAUFF**, seconded by George **MCKINNEY**, Pastor **RICHARDSON** was encouraged to provide additional details regarding the scholarship at a future council meeting or meetings.  
Disposition: Motion approved.
2. Thank you, letter, – President **SNYDER** said a letter of thanks had been received from organist Chuck Jones in commemoration for his 25 years of service for Trinity.

9. Next meeting date - Council will meet Sunday, March 11, following the 11:00 a.m.

liturgical worship service.

14. Adjournment - President SNYDER declared the meeting adjourned at 1:17 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