

**MINUTES OF THE REGULAR MEETING OF THE CONGREGATION  
COUNCIL OF GRACE EVANGELICAL LUTHERAN CHURCH OF  
WESTMINSTER, MARYLAND HELD ON MONDAY, MARCH 21, 2011**

Members Present:

Randy Bachtel, Glenn Bair, Charlie Beckhardt, Al Doermann, Ted Forman, Karen Ganjon, Bill Glazier, Dena Hodges, Donald Ludwig, Rich Schuster, Matt Sherlock, Elissa Streaker, Nancy Taylor, Rev. Martha Clementson, Rev. Kevin Clementson

Members Absent:

Tim Stanton, John Yarish

Opening of Meeting:

Charlie Beckhardt, president of the Council called the meeting to order at 7:05 pm. Dena Hodges led devotions and offered prayer. Al Doermann will lead devotions in April. The Council members adopted the agenda as presented.

Approval of Prior Meeting Minutes:

Charlie Beckhardt asked if there were any additions or corrections to the proposed minutes of the regular meeting of the Council held on February 21, 2011. The minutes were adopted as written.

Presentation of Mortgage Debt Refinancing Opportunity:

Ed Leister, on behalf of the Finance Committee, presented facts and financials to the Council regarding a proposal to refinance our loan amount of \$2,297,000 with a 25 year amortization. The interest rate of 5.50% would translate into a monthly payment of \$14,105.59. The rate would be fixed for the first 15 years and adjust 1 time for the last 10 years. This would reduce our mortgage payment by \$1669.41 monthly and \$20,032.92 annually. The Council supported the proposal, approved the application for a loan with Thrivent Financial and authorized the execution of the loan application. It is anticipated that a final approval from Council could be an action item as soon as its April meeting.

President's Report:

Charlie Beckhardt highlighted the Wednesday evening Lenten program and meal. The Council has agreed to host the soup meal on March 23, 2011. Randy will coordinate the Council's efforts to have soup, desserts, bread and volunteers for preparation and clean-up.

The executive committee met on March 16, 2011 and endorsed Beth Clementson's application to Lutheran Theological Southern Seminary in Columbia, South Carolina. The required application paperwork included information about Beth's history of responsibility and service in this and prior congregations; her potential for leadership; the discernment process which led to her decision; and whether or not the congregation has knowledge of any factors that may raise concerns as she enters public ministry. The paperwork expresses our congregation's support of Beth's decision to apply to the Masters of Divinity program.

The Council acknowledged the resignations of Bobbie Lidard and Ellen Lichtfuss and discussed how to honor these 2 individuals for their service. It was agreed to hold a reception on April 3, 2011, after the 11:15 am service. Flowers and gift certificates will be given to honor Bobbie and Ellen. Karen will coordinate the reception. It was approved that the funding for the flowers and gift certificates will be taken from the Council's discretionary funds.

As a result of the resignations, more volunteers may be needed to help with office work and staff may assume some extra duties, as well. In addition, the Personnel Committee is accelerating its schedule to examine job descriptions and to advertise for the position(s). Rachel Fairchild has agreed to help 6-8 hours a week with financials and other office temporary support for phones, reception, and clerical work is being explored.

Old Business:

The Council approved the Ministry Site Profile document as prepared by the Call Committee. This required form will now be submitted to the Synod (Pastor Hobbs) as the search begins for a rostered person to fill the position of Director of Christian Education, Youth and Family Ministry.

Pastors' Report:

Pastor Martha provided a written report to the Council.

She highlighted the 368 survey results that were collected on the weekend of February 26-27. This data became part of the finalized Ministry Site Profile document. Interestingly, the survey results supported the goals we have identified as part of the mission/visioning process we have recently completed.

The following persons were recommended and approved to join Grace. They will be received on Palm Sunday weekend. A reception for these new members will be held at 10:15 am on April 17, 2011.

Karen Baust

Karen Brown

Andrea & Kevin DeGreif and children

Chris and Mandy Gilbert and children

Susan and Herbert Ridder

Kelly and Jeremy Snyder and children

Robert and Jocelyn Spreintzer and children

Jennifer and Thomas Wallace and children

Charlie celebrated that this is our third sizable new member's class since the beginning of last year.

Treasurer's Report:

Don Ludwig presented the written financial reports. The December 31, 2010 report was accepted by Council and referred to the Audit Committee. The February 28, 2011 report was discussed, accepted, and referred to the Audit Committee. Don acknowledged that 2 gifts had been received: \$10,000.00 was received from the estate of Mrs. Rankin and 70 shares of BB&T from Mrs. Anita Oswald. On behalf of the congregation, the Council expressed our gratitude for these gifts.

In addition, a certificate of appreciation was received for the \$1500.00 donation in support of the Central and East European Mission and the Evanjelicka Bohoslovecka fakulta Univerzita Komenskeho Bratislava, Slovakia.

It was noted that the Audit Committee received the Certificate for Synod Compliance of Finance for sign-off.

Prayers of the Church were offered by Council members.

New Business:

1. The Council approved the following persons to serve on the Review and Evaluation Committee for our Co-senior Pastors.

	<u>Pastor Kevin</u>	<u>Pastor Martha</u>
At Large	Jess Moorelock	Sheila Law
Mutual Ministry	Don Ludwig	Randy Bachtel
Council Member	Matt Sherlock	Al Doermann
Council Member	Tim Stanton	Elissa Streaker
Council Member	Nancy Taylor	John Yarish

2. The Council agreed to direct Don Dokas, rental manager, to draft a lease agreement between Grace Lutheran Church and Shepherd's Staff. After a review of the building, it was also agreed that Grace Lutheran Church will add an additional fire extinguisher (totally 3) and will be responsible for maintaining them. New smoke detectors (6) and a carbon monoxide detector will be installed.

3. Don Meyers, Finance Committee, recommended adding the following items to the lease agreement:

- Shepherd Staff have one million dollars in liability insurance on file at GLC
- Permit GLC routine on-site visits
- Declare that Shepherd Staff will not sublet to any entity

4. When the lease is ready to implement, the Council authorized Pastor Kevin to sign the finalized lease.

5. Randy announced that a review of insurance coverages is being conducted by members of the Property Committee. Their efforts and the information they gather is important and will inform risk /management discussions and future actions.

6. Pastor Kevin provided an update on recent technology issues including 3 weeks without email or the internet and the need to replace the server with a network attached storage (NAS) device. Mike Oddis and Curt Miller are providing technical support.

Announcements:

An intercom system was installed for Little Friends of Grace using funding from the Property Committee budget appropriated for that purpose.

It was noted that the copier is "on its last leg." We may need to lease a copier if the current one dies.

After the praying of the Lord's Prayer, the meeting was adjourned at 9:35 pm.

Respectfully,  
Karen Ganjon, Council Secretary