

**MINUTES OF THE REGULAR MEETING OF THE CONGREGATION
COUNCIL OF GRACE EVANGELICAL LUTHERAN CHURCH OF
WESTMINSTER, MARYLAND HELD ON December 17, 2012**

Members Present:

Donald Ludwig, Charlie Beckhardt, Karen Ganjon, Rich Schuster, Nancy Taylor, Johanna Monka, Mike Shipley, Linwood Van Horn, Rev. Martha Clementson, Kevin Dayhoff, Kathy McLeod Rehak, Brian Sherfey, Donna Kent

Members Absent:

Rev. Kevin Clementson, Al Doermann, Deborah Brennan, Ron Fairchild

Opening of Meeting:

Karen Ganjon, President of the council, called the meeting to order. Each member of the council introduced themselves. Pastor Martha led devotions that discussed our leadership covenant as members of the Council. The obligations given to us by God and entrusted to us by the congregation are to see the big picture, be a personal example, and to draw others into ministry and mission.

Meeting Agenda:

The agenda was amended and approved.

Approval of Prior Meeting Minutes:

Karen asked if there were any additions or corrections to the minutes of the regular council meeting held Nov. 19, 2012. The minutes were approved as presented. Karen asked if there were any additions or corrections to the minutes of the special council meeting held on Dec. 2, 2012. There were two spelling corrections. The minutes were approved with the corrections.

President's Report:

Karen supplied a written list of the meetings for the 2013 calendar year. Devotion and prayers of the church assignment dates were provided to each council member. Karen reminded the Council that our installation date is Jan. 6, 2013. She would like each of us to attend both the 9am and 11:15am services. The Annual Informational Meeting will be May 5, 2012 after the 11:15 am service. The Annual Business Meeting will be held on Dec 1, 2012 following the All Grace Service. A motion was made and approved to accept the meeting dates as presented. Karen will email the current constitution to all council members. She plans to email all council meeting information in advance so everyone will be able to preview the agenda and minutes. This will allow everyone to print a hard copy if desired. The Executive Committee met and there were no independent actions taken.

Pastors' Report:

Pastor Martha expressed her thanks to Vicar Karin and Craig Giles for all of their help during Pastor Kevin's absence. A written report was provided. Pastor Ron Schlak will preach at all 4 services the weekend of Dec 23, 2012. Pastor Martha will be off Dec. 22,

2012. Volunteers will be decorating the sanctuary and Grace Hall beginning at 12:15pm on Sunday, Dec. 23, 2012. There will be an All Grace service on Sunday, Dec 30, 2012 at 10:00am in the sanctuary. A motion was made and approved that for the calendar year 2013: April 7, May 19, Sept. 8, and Dec. 1 will be All Grace Services.

Treasurer's Report:

Most of our expenditures have been below budget in 2012. The rental property is over budget due to some unexpected repairs. Our investment portfolio is down for this year but we are continuing to pay our mortgage out of the investments account. Our checking account requires 2 signatures on every check. A motion was made and passed for the Executive Committee to be authorized to sign financial instruments or checks and any other documents so required. All accounts at BB&T require that transfers between accounts be done in writing and have 2 signatures. A motion was made and passed to authorize the Executive Committee be permitted to authorize transfer of funds as needed. A motion was passed to refer the Treasurer's report to the Audit Committee.

Old Business:

Our mortgage debt is a burden. In May 2012, the congregation voted to sell the rental properties at 18, 20, and 22 Carroll Street. There was no interest from anyone in the congregation to purchase the properties. The properties are to be listed for sale through the Dan Hoff agency. Charlie Beckhardt will keep the council informed of any progress with this listing.

Prayers of the Church were offered by Karen Ganjon, Charlie Beckhardt, and Pastor Martha.

New Business:

The Council committee assignments were shared with the council. Changes can be made if requested. A motion was presented and approved for Caroline Brocato to be appointed as the new chair of the Finance Committee. Caroline is a CPA. She will replace Don Meyers as chair of the committee. Don Meyers had been the chair of the Finance Committee for 3 years. That is the term limit. Don will remain on the committee. We are facing refinancing of our mortgage in 2013. Pastor Martha, Charlie Beckhardt, Karen Ganjon, Don Meyers and Randy Bachtel met with Chris Ruppert, a senior vice president at BB&T. This meeting was to gain information on what data we as a congregation need to provide to financial institutions as we begin the process of refinancing our mortgage debt. A motion was made and approved to establish a Capital Campaign Committee. Randy Bachtel will serve as chair. Members of the committee will be Dave McGinnis, Glenn Bair, Caroline Babylon, Pastor Kevin Clementson, and Ron Fairchild. A motion was made and approved to appoint Linwood Van Horn to serve as one of our representatives to Timber Ridge. Our other representatives are Alice Lockard and Craig Giles.

Announcements:

A thank you note from Dottie Whitson was shared with the council

The meeting was adjourned with the praying of the Lord's Prayer at 8:55pm. New members of the council remained for a brief review of the Constitution.

Respectfully submitted,
Nancy Taylor, Council Secretary

Meeting Adjournment:

The meeting was adjourned with the Lord's Prayer.

Respectfully submitted:

Nancy Taylor, Council Secretary