

**Messiah Lutheran Church ELCA Council Meeting  
Sunday, November 17, 2024 at 12:00 am | Fellowship Hall**

Council members present: Michele Wilson, Carolyn Lawhorn, Jon Driskill, Cristall Mount, Susan Hamilton, Becky Breeden, Pastor Mark, Davin Henrik, Jack Wilder, Steve Hess

Council members absent: Angela Kronau

**LEADERSHIP TEAM**

Reporting Group	Leader	Council Liaison	Action	Notes
<b>MINISTRY TEAMS</b>				
Care	Illy Wood	Susan Hamilton		
Disciple	Mary Williamson	Michele Wilson		Ministry Fair / Parents Night Out / Theology Pub
Invite	Kate Spears	Davin Henrik		
Serve	Connie Cole	Jack Wilder		
Worship	Jane Mason	Jon Driskill		
<b>SUPPORT TEAMS</b>				
Badenhop	Mary Ellen Whitson	Becky Breeden		
Connect	Michele Wilson	Susan Hamilton		
Finance	Steve Hess	Michele Wilson		
Personnel	Michele Wilson	Davin Henrik		
Property	Jon Driskill	Michele Wilson		Women's Restroom
<b>SPECIAL GROUPS</b>				
BAM (Disciple)	Don Lawhorn	Carolyn Lawhorn		
DJC (Serve)	L. Wilder, M. Driskill	Jack Wilder		
Fellowship (Invite)	C. Lawhorn, J. Mennel	Cristall Mount		
Policy (Support)	Mike Driskill	Angela Kronau		
Stewardship (Finance)	Michele Wilson	Becky Breeden		
WELCA (Disciple)	Anne Tinker	Cristall Mount		
<b>STAFF</b>				
Parish Nurse	Mary Sophia Hawks	n/a		
Interim Senior Pastor	Pastor Mark Cerniglia	n/a		
Director of Music	Mary Phillips	n/a		

**AGENDA:**

**1. Call to Order: Michele Wilson | Lunch by Cristall Mount & Opening Devotion by Michele Wilson**

Michele called the meeting to order at 12:15. She then led us in the opening devotion which centered on a discussion of trust and leadership, based on Romans \_\_\_\_\_. Council members each offered their thoughts about their own leadership skills as they have served in leadership roles at Messiah.

## **2. Approval of October Minutes**

The October Council Minutes were presented for approval and discussion. Carolyn Lawhorn made a motion that the Minutes be approved, Jon Driskill seconded the motion, and the October Council Minutes were approved unanimously. Cristall Mount was thanked by the Council for recording minutes at the October meeting in Carolyn Lawhorn's absence.

## **3. Call Committee Update**

Pastor Mark provided updates on the progress of the Call Committee, as of this past week. The Committee has received several names of possible candidates from the Synod and has had the opportunity to interview these candidates. They are pleased with the candidates offered, so far, and hope to have a name to present to the Council in December via Zoom. After the interview with the Council, the compensation package for the candidate will be presented by the Council at that time. The next step will be for Council to give the Congregation a required two-week notice at which time the candidate will be introduced to the Congregation. Once the Congregation approves the candidate, the timeframe for the actual Installation of the new pastor will, at the earliest, be around the beginning of March. Pastor Mark has agreed to extend his contract with Messiah until that process is completed.

## **4. Finance Update - Steve Hess**

Steve Hess provided updates and comments on several budget items this month

- October's General Fund Income is 2.5% below plan YTD, but General Fund Expenses were \$13,271 below plan YTD. So even though General Fund Unrestricted Cash reserves are not \$30,986, this results in a 4.5 weeks' worth of cash reserves, which is in the comfortable level of unrestricted case for the remainder of the year.
- The 2025 Budget was reviewed.  
On the Income side:
  - Pledges are down a bit - Fewer pledges (43 from 47 in the plan) and some pledgers have not replied yet (7)
  - Non pledged giving units are down (33 now from 42 in the 2024 plan)
  - Our Giving projections are from 300K to \$308K - we are going to recommend the \$308K estimate optimistic
  - We also ask that the recent \$10K gift be placed into Deferred giving for 2025 - This will allow us to maintain the 2024 \$318K level for 2025

- If not, we will revise down to \$308K and several important line items will be reduced by a total of \$10K

On the Spending side:

- Our Administrative Assistant will complete full retirement upon the arrival of the new Pastor, which will free up ~\$30,398 to be used elsewhere in the 2025 budget
  - We have developed a new Sr Pastor compensation recommendation in line with guidelines for that position which looks very favorable - may not be needed in full depending on the candidate
  - Building Maintenance repairs line increased based on spending needs and open projects needing attention - Based on the \$10K gift
  - Synod giving increased - based on the \$10K gift
  - Landscaping increased for Tree and Ditch projects needing to be addressed - based on the \$10K gift
  - This budget also contains \$4,700 in one time - Call committee expenses.
- Messiah has received a memorial gift of \$10,000 this past month and it was given with no restrictions placed on its use. Michele Wilson made the motion that the money be placed in the unrestricted Cash reserves for 2025. Becki Breeden seconded the motion, and it was approved unanimously.
  - Discussion of Kristin's retirement plans for 2025 will be presented to the congregation at the Congregational meeting #1 next Sunday. The particulars of her retirement plans and how her responsibilities will be handled (specifically with a team of volunteers instead of hiring a new administrative assistant part-time) will be explained as part of the presentation.

## **5. Approval of Proposed 2025 Spending Plan**

After discussion of the proposed Badenhop Fund 2025 budget and the Badenhop Committee's proposal to increase the salary of Messiah's Parish nurse position (see discussion in #6 below), a proposal was made that Mary Phillips position was not receiving any additional funding for 2025. The Council agreed that a 3% COLA increase was justified, though after more discussion, Cristall Mount made a motion to increase Mary Phillips salary by 4%, Jon D. seconded that motion, and it was approved unanimously by Council. The additional funding for that raise will come from the 2025 Building Maintenance budget. Thus, a motion was then made to

approve the 2025 Budget, with the adjustments outlined, by Michele W., Jon D. seconded the motion, and the Council approved the 2025 budget unanimously.

#### **6. Approval of Badenhop Fund 2025 Budget**

The 2025 Badenhop budget was presented by Steve Hess. The proposed budget income is expected to be \$124,677 which aligns with yearly income amounts since 2016. The Badenhop Committee is proposing an increase this coming year in Mary Sophia Hawks compensation package, to bring her salary up to the benchmark minimum average of a Parish Nurse in the Knoxville area. The committee is recommending that her salary be raised to \$53,000 annually, which will increase her total compensation package (Social Security, Pension, LH&D Insurance and Continuing Education) to \$72,652 for FY 2025. Discussion ensued as to any performance reviews and/or additional duties that might be expected for this increase and Council was assured that such expectations were certainly valid and should be incorporated with this increase. Members of Council expressed that it is appropriate for the Parish Nurse job description be reviewed and that potential additional responsibilities be added to that position. It was agreed that the Badenhop steering committee will complete annual reviews of the Parish Nurse. Council also clearly resolved during the discussion of the Badenhop budget that those funds could be used to support the Pastor's compensation package, if necessary.

Council also suggested that, starting in 2025, OWLS participants be invited to make a donation to cover the cost of the monthly meals, as a way to offset the increase in the Fellowship Events recommended funding amount for 2025. Part of that funding is used to offset the costs of speakers (typically \$150 per speaker, though not every speaker requires a speaking fee).

Michele W. made a motion to approve the 2025 Badenhop budget, Jon D. seconded the motion and Council approved the motion unanimously.

#### **7. Correspondence , Updates, Building Use requests, etc.**

#### **8. Monthly Reports**

Jon D. noted that everything recommended in the Risk Assessment report submitted by Technical Insurance Services will not all be completely at this time.

#### **9. Approval of Advent mid-week offerings to Love Kitchen**

The Serve Committee has requested that Advent mid-week offerings be donated to the Love Kitchen this year. Cristall M. moved that Council approve the use of those offerings for this donation, Jon D. seconded the motion, and Council approved unanimously.

**10. Reminder of upcoming events**

November 24: Annual Congregational Meeting, Part 1 at 11:00

December 8: Messiah Lutheran Church 70<sup>th</sup> Anniversary Celebration at 11:00

**11. Adjourn**

Michele W. adjourned the meeting at 3:10.

**Minutes submitted by:** Carolyn C. Lawhorn

**Date:** November 19, 2024

***NEXT COUNCIL MEETING: Sunday, December 15 at 3 pm at the home of Don & Carolyn Lawhorn***

***Devotion: Angela Kronau***

***UPCOMING DATES:***

***Reports Due: Thursday, December 5***

***Executive Committee Meeting: Tuesday, December 10 at 6:30 pm via Zoom***