

**St. Matthew Lutheran
Church Executive Council
March 15, 2022**

President	Tom Kotick	P
President-Elect	Bill Heck	P
Secretary	Mary Dunham	P
Treasurer	Tim Brown	P
Personnel Director	Barb Woodard	
Finance Director	John Baker	P
Property Director	Troy Gerspacher	X
Deacon	Lindsay Bailey	P
Pastor		

Five Star Ministry Team Leaders

Communication / Evangelism	Bobby Forsythe	X
	Melody Costello	X
Comprehensive Youth	Christy Gabler	X
	Julie Schrader	X

Congregational Life

Small Groups	Heather Haycook	X
	Corey Neururer	X

Social Concerns

Tom called the meeting to order in person and via zoom.

Mary led the invocation and Troy Gerspacher has the April invocation.

- I. Bill moved to approve the minutes. Barb seconded. Minutes approved.
- II. Five Star Ministry. No members were in attendance.
- III. Old Business:
 - A. Tom thanked EC for handling the congregational meeting in his absence. Upon his return Tom signed the documents for Pastor Steve's call and has requested a copy of the call letter from Pastor Mitch.
 - B. Hearing loop has been installed and very well received by those using the hearing assistance.
 - C. St. Matthew governance. Our current constitution and by-laws are outdated. Some members have asked Tom if we could start the process to update those documents. There is a new model of constitution and bylaws coming out from the Synod in August. Jill Heck has offered to lead the charge and there have been a few others that have expressed interest in

helping. Pastor Steve has experience with updating governances and would be an asset to the group. Tom will let Jill know she is welcome to begin moving forward with our governances.

- D. We authorized Deacon Lindsay to be a voting member and may not have followed correct protocol or process. Tom wanted to take the responsibility should there be questions.
 - E. Promise Place – Troy Gerspacher and company are working on an evaluation for Promise Place. Long discussion about communicating the potential sale of the property with the congregations, followed by more discussion as to the handling of the proceeds once Promise Place is sold. The three tenants in Promise Place have been told they need to vacate by the end of June. Tom started to draft a letter in regard to Promise Place to communicate with the congregation and John will look at it and give his insight and input.
- IV. New Business:
- A. Pastor Steve :
 1. Asked if he could move in before May 1st, and was told yes. He is targeting mid-April to move his belongings.
 2. Pastor Steve's email will be pastorsteve@stmatthewmedina.org
 3. He asked if he could have his moving expense allowance. Tim will send him a check.
 4. Tom shared that the synod Pastor Mitch(?) will install Pastor Steve, and that date is yet to be determined.
 5. What needs to be done in Faith House before his arrival? A stove, refrigerator, and washer may be needed.
 6. Jen Knaggs is going to lead Pastor Steve's welcome. Catechism students have sent letters of introduction. Hopefully Luther League and Sunday schoolers will follow suit.
 - B. Synod assembly is May 13 & 14. Barb volunteered to attend and we would like another representative.
 - C. Building use policy. Troy suggested that members using the facility for nonprofit are welcome and members using for profit would be asked to make a 10% payment. After discussion it was decided that a team needed to be formed to make a recommendation and updated policy. Barb offered to lead that team.
 - D. Tom thought it would be good idea to have a member of EC be a liaison to a five-star ministry team leader(s). In doing so it was suggested that the liaison check with the leaders to see if they were aware of the goals and objectives that were written a couple years ago and if there is anything we could do to help.
 - E. Pastoral Relations Committee has been inactive, and we will wait until Pastor Steve gets here and try to relaunch the committee this fall. Deacon

Lindsay felt there were other avenues that could be taken if there was a need. If you have any members that you would like to see on this committee please pass them along to Barb.

- F. There has been another request that the minutes be posted on the members only website. There was discussion. Barb moved that the EC minutes be put on the members only part of the website. Bill seconded. Motion passed 4-2.
- G. John moved that we publish the financial report biannually, Tom seconded. Motion carried.
- V. Deacon Lindsay (see written report pg 8)
 - She held an anointing of the sick for a member, presided over a funeral and burial.
 - Will be taking a continuing educational study called Sticky Faith that focuses on faith formation for teenagers.
 - Pastor Blair will be leading all the Lenten Wednesdays.
- VI. Treasures report: See written report.
 - It was a lean month which would be a concern if we had our full time Pastor. Tim went over restricted funds vs non restricted funds.
- VII. Finance Director: John shared that Thaddeus is working with Rebecca Skull for the 990's.
 - John included the finance report for Transitional Housing. Several windows needed to be replaced and since all the widows are 30 years old John recommended that all the windows be replaced. No action taken but agreed the windows should be replaced. Possibly fall?
 - Mary moved to approve the finance report. Barb seconded. Motion carries.
- VIII. Personnel Director: See written report
 - Tim asked Barb if she could touch base with Kaitlyn Taraschke regarding her time sheet and if she is staffing more than 4 hours have her make note of that, as well as if she is sick and unable to be there.

Deacon Lindsay closed with a prayer.

Respectfully submitted,
Mary Dunham