

# Leadership



The January and February, 2018, Council minutes have been approved. A summary of those minutes follows. A full copy of the minutes will be available from the office.

Council meetings are open to Zion members. If you have something to bring to Council, please inform Rick Eder, Council president, so you can be included on the agenda.

## Approved Council Meeting Minutes January 11, 2018

**Present:** David Bareis, Tim Bristle, Rick Eder, Kurt Kowalski, Richard Steen, Pastor Kathy Tulman, Vicar Michael Wright

**Also present:** Michelle Hedding (in Kirk Hedding's absence)

**Away:** Walt Faubion, Kirk Hedding, Else Heller, Shirley Weatherwax

Meeting called to order at 6:39 p.m. by President Rick Eder.

Motion to accept the December 21, 2017, Council minutes as presented by David Bareis; seconded by Richard Steen. Motion carried.

## Executive and Ministry Team Reports

**President:** No updates.

**Vice President:** Tim said all Council positions open for election have been posted. He requested that the Council approve the Nominating Committee membership of Tim Bristle, Sue Rodgers, Barb Satterthwaite, and Shirley Weatherwax. Rick suggested that outgoing Council members should present ministry moments in the

upcoming Sundays. A Leadership Forum will be held on Sunday, January 14, during the Middle Hour.

**Finance:** Beth reviewed the December/year-end financials. We spent less than we had budgeted; our giving exceeded expenditures; and our 2017 general offering giving increased by about \$5,000 more than 2016.

**Pastor Kathy:** 'Nearly' weekly meetings with Rick help us set and maintain direction for the congregation. Meetings with council members have helped them prepare their budgets and goals for 2018. Collaboration and supervision of Vicar Michael continues as he builds greater confidence and consistency in various capacities. Our December confirmation course included sessions on Law, Gospel and the 10 Commandments. The choir's cantata and children's Christmas play were both a great success. Weekly and bi-weekly bible studies are deepening faith and relationships. We worked behind the scenes to ramp up the LCD panel system in time for worship on December 10.

Efforts are being made to collect volunteers for various worship volunteer positions. To that end, we built January's volunteer schedule and have created volunteer lists based on 59 survey results. We sadly received Monica Ely's resignation in the last week of December.

She and Vicar Michael have been preparing the PowerPoint presentations, which takes quite a bit of time. Andrea Kowalski and Laurie McCalla have volunteered to assist. Many new members have expressed interest in volunteering in a variety of capacities. A

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potential volunteer Licensed Lay Minister intern is being engaged for a 12 month period. We are receiving positive feedback on the video screens in the sanctuary.

**Vicar Michael:** His wedding is coming up on January 27. Pastor Kathy and Jon Tulman will be attending the wedding. Through concluding the Men's Ministry Bible Study and leading his project forums, he has grown in his understanding of what it means to be a leader of a community and how to foster fellowship and faith based discussions in a community surrounding a variety of topics. By planning the Advent and Christmas season with Pastor Kathy, including the Blue Christmas Service for the second time, he is seeing new ways that worship services and orders can be created to emphasize particular themes and emotions during different times of the Church year to complement congregational goals and meet a need in the community (space for grief in Blue Christmas).

Motion to accept the Executive Team and financial reports by Kurt Kowalski; seconded by David Bareis. Motion carried.

**Fellowship:** No report submitted.

**Faith Formation:** Sunday School for all classes pre-K through 12th will be starting again on January 14.

**Evangelism and Membership:** No report submitted.

**Property:** High points from this past month include: a) There was an issue in which the lights in the new Fletcher Road sign and for the cross on the east face of the church had intermittent operation, but that was fixed by the

electrical contractor; b) a work day was held following the men's breakfast on January 6 in which the cleaning of the north basement store room by the water cooler was started. Moving of much of the shelving and contents from the west storage room, which will become part of the expanded kitchen, will need to be done at a future date; and c) a number of missing center pads on kneeler benches continue to be replaced as needed in the sanctuary. Well water testing for purity continues as required by the county. Lights in the church office were converted to LED and some missing ceiling tiles in various locations in the basement were replaced. A new weed trimmer was purchased to replace a worn out unit and will be put to use in the spring.

**Social Concerns:** No report submitted.

**Stewardship:** The Stewardship Ministry continued working toward its 2017 goals, including consulting the approved criteria to identify benevolence funding levels for 2018. The Council and congregation were urged to use the electronic giving process for regular Zion donations to provide donation consistency (i.e., monthly operational and ministry team bills can be paid), reduce staff and volunteer time, and add greater financial security in the church office. Two new e-giving methods (donate through a web page or an app) were evaluated and are being implemented in January. Kurt said the Stewardship Team is looking for an additional member.

**Worship & Music:** Choir Director Monica Ely has resigned her position at Zion. We are in contact with a candidate to fill the position for the remainder of the year. We have collected the

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information from the volunteer surveys and are working on plotting out the volunteer schedule for the next few months. It will be important for volunteers to find substitutes if they are unable to serve at a designated time, and to contact Cheryl Robison when changes are made. We discussed the congregational reaction to the new projection panels over the last month. We also discussed 2nd Sundays and music direction at Zion.

Motion to accept the ministry team reports by David Bareis; seconded by Rich Steen. Motion carried.

Rick Eder added that Marilyn Mast, on behalf of the Memorial & Special Gifts Team, asked that the following two items be added to Zion's wish list/suggested items list: (1) a new Christmas tree for the sanctuary; and (2) Historic Zion to be a beneficiary of memorial and special gifts items.

Motion to add a new Christmas tree for the sanctuary and Historic Zion to the Memorial & Special Gifts wish list by Beth Timmerman; seconded by Tim Bristle. Motion carried.

## Collaborative Efforts

**2018 proposed budget.** A discussion of changes made to the ministry team budgets as originally submitted was held. Richard Steen mentioned that the Property budget contained funds for maintaining the garden beds because Karen Layher cannot continue that work. He also suggested that we consider funds for maintenance of the new CIC equipment in the 2019 budget. David Bareis requested that the Council approve the use of Capital Expense Funds to finance half the cost of the

new speakers and amplifier. Discussion ensued.

Motion to finance half of the cost of the new speakers and amplifier with Capital Expense Funds made by David Bareis; seconded by Kurt Kowalski. Motion carried.

Mary Tobin and Beth Timmerman walked through the proposed 2018 budget as presented. After discussion, some of the amounts designated in the budget for Fellowship, Worship & Music, pastor expenses, utilities, and general operating expenses were modified.

Kurt Kowalski reviewed the Stewardship Team's benevolence distribution proposal, followed by discussion.

Motion to approve \$24,950 as the 2018 target net benevolence figure by Kurt Kowalski; seconded by Beth Timmerman. Motion carried.

Motion to send the revised version of the benevolence distribution to Council members via email for Council approval; approval to be made by January 18, made by Kurt Kowalski; seconded by Beth Timmerman. Motion carried. A method for the email motion and vote was agreed upon.

A benefit package proposal for Pastor Kathy was presented and discussed. Some benefits are subject to Pastor Kathy remaining insured through Jon's insurance available through his employment. Rick made a recommendation as to a percentage increase in Pastor Kathy's salary.

Motion to approve a percentage increase in Pastor Kathy's salary as recommended by Rick Eder and changes made in the benefit package proposal

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and proposed budget based on Pastor's waiver of insurance made by Beth Timmerman; seconded by Tim Bristle. Motion carried.

Pastor Kathy made a recommendation of increased hours and a percentage increase in hourly wage for Mary Tobin. Discussion ensued.

Motion to increase Mary Tobin's hours and hourly wage by Beth Timmerman; seconded by David Bareis. Motion carried.

Motion to approve the amended proposed budget via email in the same manner as the proposed benevolence distribution by January 18; seconded by Richard Steen. Motion carried.

A motion to adjourn the meeting at 10:10 p.m. was made by David Bareis; seconded by Tim Bristle. Motion carried. The meeting was closed with the Lord's Prayer.

## Approved Council Meeting Minutes February 24, 2018

**Present:** David Bareis, Tim Bristle, Rick Eder, Kirk Hedding, Kay Heller, Kurt Kowalski, Lori Marcoux, Laurie McCalla, Beth Timmerman, Pastor Kathy Tulman, Bill VanRiper, Vicar Michael Wright  
**Also present:** Michelle Hedding  
**Away:** Else Heller

Meeting called to order at 11:17 a.m. by President Rick Eder.

Motion to accept the January 11, 2018, Council minutes as presented by Kirk Hedding; seconded by Tim Bristle. Motion carried.

## Executive and Ministry Team Reports

**President:** Rick said that a CIC Update Forum regarding the kitchen and fellowship hall will be held on Sunday, March 4, following worship.

At the annual meeting, we passed an aggressive budget for 2018. A lot of work went in by each of the ministry teams to compile and present an accurate budget. Thank you to current and past Council members for their hard work. Fortunately, we budgeted for new sound equipment as it failed the week after the budget was approved. New equipment has been ordered and we expect it within 3-4 weeks. Pastor Kathy and Rick meet regularly to discuss and plan for the upcoming Council retreat. We continue to be in need of someone to fill the Worship & Music ministry team leadership role. In March we will have a forum to update everyone on CIC and present the Kitchen/Fellowship area (Phase II) ideas and progress.

**Vice President:** Tim Bristle reported that Kim Mahrle is willing to fill the Worship & Music Team chair position.

Motion to appoint Kim Mahrle to fill the remainder of the term of Worship & Music Team chair made by Tim Bristle; seconded by Bill VanRiper. Motion carried.

**Finance:** Beth reviewed the January financials. Only income and expense reports were done since building the "live" budget is still in process. Team leaders should remember to review their Team budget reports.

**Pastor Kathy:** Pastor Kathy shared additional information about Dale Eckart who will be coming to Zion in mid- to late August for a 9-12 month period. As

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a licensed lay minister intern, he will be helping with worship and leadership on a volunteer basis. Pastor Kathy will be away March 12-15.

Weekly meetings between with Rick help us set and maintain direction for the congregation. Collaboration and supervision of Vicar Michael continues. Our January confirmation course, CREED, was updated by Vicar Michael and taught by Vicar Michael, Barb Satterthwaite, and Pastor Kathy. Weekly and bi-weekly bible studies continue to deepen faith and relationships. Developing worship PowerPoints and a PowerPoint song library has taken additional time. We are looking for volunteers to assist with this important task. Efforts to collect volunteers for various worship volunteer positions have been successful. Pastor Kathy worked with Cheryl Robison to build a worship volunteer schedule through the end of March.

**Vicar Michael:** Vicar Michael said he attended a *Prepare & Enrich* marriage training and participated in a pre-marriage counseling session with Pastor Kathy. He is conducting weekly Lenten bible studies.

Motion to accept the Executive Team and financial reports by Tim Bristle; seconded by Kurt Kowalski. Motion carried.

**Fellowship:** No report submitted.

**Faith Formation:** Kirk said that after a meeting with Pastor Kathy earlier in February, they will be changing up Sunday School/Middle Hour effective April 8 through the end of May. Pre-kindergarten through 5th grade will not be held during middle hour but will be

done during the Bucket portion of worship. The 6th-8th graders will stay with adult and high school Sunday School during Middle Hour. There will be meetings for Sunday School parents on March 4, one immediately following the Break of Day service and one before the Celebration worship service. There are 8 youth attending the National Youth Gathering, and there will be fundraisers coming up (a bake sale in March). For senior high students, there is a concert on August 9 at Our Savior in Chelsea; confirmation youth may be included as well.

**Evangelism and Membership:** Kay said she is trying to build the Evangelism & Membership Team. They are working on completing the pictorial directory. Karen Wineland will continue leading the Community of Saints.

**Property:** Bill VanRiper reviewed a very detailed report prepared for him by Rich Steen covering ongoing and future projects. Pastor Kathy mentioned that the manger needs to be put away since it is no longer frozen to the ground, and that the wet/stained ceiling tiles from the recent thaw will need to be replaced. Bill will check whether the heat tape previously installed is still working.

**Social Concerns:** Lori met with Pastor Kathy for future planning and building a team.

**Stewardship:** Kurt said that the Intern (Detroit) benevolence we had hoped to give to has been cancelled. The Stewardship Team will meet to discuss distribution of the \$300 previously earmarked for the intern. The Team is looking for another person to join them. The Stewardship Team prepared 2018 budget amounts for distribution to Zion

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benevolences. The proposed amounts were explained at a congregation-wide budget meeting and then approved during the annual meeting. There were several questions about how the funding levels were determined, but the congregation generally supported the changes from 2017. The Stewardship Team will engage the congregation throughout 2018 to get additional feedback on whether the local (70%), regional (20%), and global (10%) distribution represents our collective priorities or if this distribution needs to be adjusted. Similarly, we need to continue discussions on which global entities best reflect our priorities. New electronic giving options will be rolled out in February to increase ways that the congregation can support the church financially.

**Worship & Music:** David said that we have been in contact with Sound Planning and have been told it will be 3-6 weeks to get the audio system completed. Pastor Kathy is building a team to work on visual/PowerPoints; Debbie Greene is already helping. Cheryl Robison is in the hospital. Any changes to the worship assistants schedule should be given directly to Pastor Kathy in the interim.

Pastor Kathy and Vicar Michael have been working on Lenten worship services. Pastor Kathy, Vicar Michael and David Bareis met with a potential choir director. Zion Ann Arbor's Worship and Music committee will be visiting and meeting with David to look at our panel/video setup.

Motion to accept the ministry team reports by Kurt Kowalski; seconded by Laurie McCalla. Motion carried.

## Collaborative Efforts

**Mission Puerto Rico.** Pastor Kathy reported on the status of electricity and water in Puerto Rico. Bed nets are needed; FEMA is pulling back. Discussion about a small Zion group going to Puerto Rico in a couple of months for about 4 days.

**Synod Assembly.** The Synod Assembly is scheduled for May 11-12 in Detroit. Pastor Kathy and Rick Eder will be attending, but we need an additional person to go. Rick and the additional person do not need to stay overnight because of the location. Pastor Kathy will have to stay overnight because she is a dean. Laurie McCalla volunteered to be the third person.

Motion to appoint Laurie McCalla as a Synod Assembly representative made by Kay Heller; seconded by Tim Bristle. Motion carried.

## New Business

**Council Meetings.** Rick said that our bylaws say Council meetings are held on Wednesdays. Discussion followed. After discussion, the group decided to move Council and Executive Team meetings back to Wednesdays from Thursdays.

Motion to change Council meetings to the third Wednesday at 6:30 p.m. each month and Executive Team meetings to the third Wednesday at 5:30 p.m. each month made by Pastor Kathy; seconded by Bill VanRiper. Motion carried.

**Grace Lutheran, Puerto Rico.** Pastor Kathy said that Ivan and Heather Fernandez will be visiting Michigan in July. We are planning a congregational picnic to take place while they are here.

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**Ice Cream Social.** Beth asked whether the Ice Cream Social will be revived; unknown at this time.

**Website Google Calendar.** Mary Tobin will work on getting the Google calendar on our website updated.

**Asynchronous Bible Study.** Pastor Kathy mentioned the asynchronous bible study on Zion's Facebook page and explained how it works.

A motion to adjourn the meeting at 12:29 p.m. was made by Kurt Kowalski; seconded by Laurie McCalla. Motion carried.

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## Zion's 2018 Church Council

**President** Rick Eder, (734) 475-7229

**Vice President** Tim Bristle, (734) 548-0302

**Financial Director**

Laurie McCalla, (734) 475-3705

**Evangelism & Membership**

Kay Heller, (734) 475-2681

**Faith Formation**

Kirk Hedding, (734) 475-5870

**Fellowship** Else Heller, (734) 475-2967

**Property** Bill VanRiper, (734) 368-7343

**Social Concerns**

Lori Marcoux, (810) 623-8992

**Stewardship**

Kurt Kowalski, (734) 433-9610

**Worship & Music**

Kim Mahrle, (734) 320-2328