

## Consistory Meeting Minutes – November 17, 2011

- I. **Call To Order/Roll Call:** Meeting was opened by Jim Rinehimer, Vice President, at 6:41 pm. Candle was lit by Pastor Penny Dollar and prayer was offered by Janice Broyan. Those attending were Jim Rinehimer, Pastor Penny Dollar, Janice Broyan, Chris Dietrich, Jeff Shuman, Beverly Kramer, Ron Rinehimer and Jill Bernetski. Absent: Meredith Martin.
  
- II. **Secretary's Report:** Minutes from the October 13, 2011 consistory meeting were sent to members via email. All members received a copy prior to meeting. Minutes were reviewed. One change was noted; Tina Kensinger's name was misspelled. Motion was made by Janice Broyan and seconded by Beverly Kramer to approve October consistory minutes with the noted change. Motion carried. Minutes from the October 30, 2011 Congregational meeting were reviewed with no changes noted. Motion was made by Jeff Shuman and seconded by Beverly Kramer to approve the Congregational meeting minutes. Motion carried.
  
- III. **Treasurer's Report:** The 10-31-11 treasury report was sent to members via email prior to the meeting. Additional copies were provided. Overall totals for general, building and memorial funds were calculated correctly. Jim obtained an answer regarding the July altar flower expense. Instead of charging \$10 per vase, the July bill reflected a charge of \$20 per vase. The August bill reflected a credit for the overpayment. Everyone liked the addition of the notes as to why attendance was down for a particular week. A motion was made by Jill Bernetski and seconded by Jeff Shuman to accept the October Treasurer's Report totals. Motion carried.
  
- IV. **Old Business:**
  1. **Church Lights:** The lights are no longer flickering.
  2. **Attic Insulation:** Ron is still researching pricing. This will help with the heating expense. This will be completed in the very near future.
  3. **Turkey Dinner:** This fundraiser was a big success. Overall, 660 tickets were sold; the total profit from the dinner was \$4,153.80. The one issue noted was more help was needed during the dinner to assist with the clearing and resetting of the tables. The Boy Scouts were a huge help with the clean up after the dinner. \*\* At this time Ron Rinehimer entered the meeting.
  4. **VISION:** Going forward, it will no longer be referred to as VISION; the name has changed to St. Theresa Haven Homeless Ministry. The church hosted the Homeless Ministry the week of October 17<sup>th</sup> through October 23<sup>rd</sup>. Thank you to all who supported and came to help. The men stated this is one of the best churches to stay at; the food is wonderful. Pastor Penny has \$75 to reimburse any related expenses. Next year, we will sponsor St. Theresa Haven Homeless Ministry a week in April and a week in October; both will be the week after the turkey supper. More help is needed.
  5. **Church Maintenance:** This is being performed as needed/able.
  6. **Fellowship Hall Heat:** The box light ultraviolet heater has been purchased and placed in the Fellowship Hall. The true effect this will have on the heating expense won't be known until a few oil bills are received. The possibility of purchasing an additional unit for downstairs was discussed. It was decided to see what the savings on oil expense is first. It was also decided to check on the price for 2 smaller boxes (one for the Secretary's office and one for the Pastor's office).
  7. **Soup Sale:** The sale will be held on December 3<sup>rd</sup> in conjunction with the Boy Scout's hoagie sale. Chili (with beans), chicken noodle, vegetable with hamburger and ham & yellow bean will be the soups available.
  8. **Audit of Books:** This has been completed; the report just needs to be signed.

**V. New Business:**

1. W-9 Forms: Anyone who received a payment from the church needs to complete a W-9. A 1099 form will be provided to anyone who receives more than \$600. A W-9 is needed for 300 Club winners.
2. Envelopes: A letter has been drafted to be sent to those receiving less than a full box of envelopes. Ron will sign the letter. The total savings that will be realized by only purchasing 75 boxes of envelopes (instead of 200 boxes) is \$388.89. A motion was made by Jeff Shuman and seconded by Jill Bernetski to accept the letter and send it to the members that will not be receiving a full box of envelopes. Motion carried.
3. Budget: It was decided to do away with the Building Fund; all expenses will be paid through the General Fund. The Building Fund will be kept for fundraisers. Salary increases were based upon PNEC guidelines. The overall budget increase is \$45 per week. The 2011 budgeted amount is approximately \$6,000 less than actual results. A motion was made by Jim Rinehimer and seconded by Chris Dietrich to accept the budget and present it to the congregation. Motion carried.
4. Annual Church Meeting: The annual meeting will be held December 11<sup>th</sup>.
5. Consistory Members: Four new consistory members are needed.
6. Church Decorating: The church will be decorated Friday, November 25<sup>th</sup> (the day after Thanksgiving).
7. Christmas Caroling: Ron will speak with Cindy Heller to possibly organize Christmas Caroling after the worship service on December 11<sup>th</sup>.

**VI. Pastor's Business:**

1. Changing Tables: It was decided to purchase the granite changing tables as opposed to the ivory ones. They just need to be purchased.
2. Youth Group: The youth held their first meeting; the next meeting is scheduled for December 4<sup>th</sup>. They will meet on December 10<sup>th</sup> to bake cookies and have a cookie sale after church on Sunday, December 11<sup>th</sup>. Twelve tickets were purchased for an indoor water park in Lake Harmony; the tickets need to be used by March.
3. Vacation: Pastor Penny will take her last week of vacation the first week in January; she will preach on January 1<sup>st</sup> but be on vacation following the service.
4. Retreat: There are two upcoming retreats in December; one will be held December 1<sup>st</sup> and the other will be held December 3<sup>rd</sup>. She would like to attend one of these retreats; the consistory approved her request.
5. Miscellaneous: Stewardship Sunday will be held November 20<sup>th</sup>; pledge cards will also be distributed. The Mountain Top Community Thanksgiving Eve service will be held at Emmanuel. The Sunday School Christmas program will be held on December 18<sup>th</sup>. There will be two services held on Christmas Eve. Pastor Penny has \$75 to reimburse expenses related to St. Theresa Haven Homeless Ministry.

**VII. Communion Setup: DECEMBER: Jim and Chris**

**VIII. Next Meeting: Thursday, December 15, 2011 at 6:30 pm.**

**IX. Adjourn: Meeting was called to close by Ron Rinehimer at 8:02 pm.**