

Consistory Meeting Minutes – September 15th, 2016

- I. **Call to Order/Roll Call:** Meeting was opened by Deb Dietrich, President, at 6:35pm. Candle was lit and prayer offered by Pastor Stout. Those in attendance were Deb Dietrich, Jim Stewart, Diana Decker, Allen Dennis, Sandy Kleger, Brad Bunnell, and Pastor Craig Stout.
- II. **Secretary's Report:** Minutes from the June Consistory Meeting (August 18th, 2016) reviewed. A motion was made by Jim Stewart and seconded by Sandy Kleger to approve the minutes **with revisions to the pastor's report**. Motion carried.
- III. **Treasurer's Report:** Treasury report for 8-31-2016 was provided to the members at the time of the meeting. Overall totals for general, building, and memorial funds were calculated correctly. A motion was made by Allen Dennis and seconded by Brad Bunnell to approve the August Treasurer's Report. Motion carried. An error in the July Treasury report was noted regarding the totals of the Carillon Fund, Stained-Glass Fund, and Steeple Maintenance Fund.
- IV. **Search Committee Report:** The search committee will interview a candidate on September 29th. If the committee should go forward with the candidate, the next steps would be a sermon at a neutral pulpit then a sermon at Emmanuel UCC.
- V. **Old Business:**
 1. **Church Audit:** Chris Dietrich will go through the church finances for audit, then, pass them along to Steve Moyer to check again.
 2. **Carillon:** After meeting with Chris Duffy from Church Specialties LLC, a recommendation was made by Brad Bunnell to purchase a carillon for this supplier. A motion was made by Allen Dennis to purchase (from the carillon fund) a Chime Master Model Six SS Carillon at a cost of \$7,475. Motion was seconded by Jim Stewart. Motion carried.
 3. **Fire Proof Safe:** After discussion of transferring data to another medium and other safe options, this was tabled to allow for more research.
 4. **Renewal of Pastoral Covenant:** Pastor Stout signed a renewed contract extending his time with Emmanuel until December 31st, 2016.
 5. **Confirmation Class:** Pastor Stout recommends 20 weeks to complete confirmation. Different schedules were discussed: September through June and a more intense January through June.
 6. **Pastor Williman Congratulatory Letter:** Deb will provide a card for members to sign after a Sunday service then send it.
 7. **2017 Offering Envelopes:** 25 envelope boxes were ordered.

VI. New Business:

- 1. Financial Secretary and Church Secretary Positions:** Denise provided a job description of the church secretary position. A few people have shown interest but no one has applied for the job.
- 2. Filing of PA Withholding Tax:** See attached
- 3. Food Pantry and Harvest Home:** The supply of the food pantry is running low. Jim Stewart will purchase some items using monetary donations. Harvest Home will be October 9th.
- 4. Employment Policy and Forms:** Denise Dean created job descriptions and employment forms.
- 5. Hall Rental:** It was suggested that the Hall Rental Policy be amended to include "clean up" provisions.
- 6. Boy Scout/Eagle Scout Project:** Allen Dennis made a motion to reimburse Hunter Rinehimer for expenses (no more than \$500) incurred in his Eagle Scout Project. Motion was seconded by Sandy Kleger. Motion carried. Aaron Kleger proposed a beautification project involving replacing the bushes in the front of the church. Aaron will create a budget for funding of his project. Motion to approve the project was made by Jim Stewart and seconded by Allen Dennis.
- 7. Benevolences:** Benevolences to OCWM (\$1500), Bethany (\$1000), and Phoebe Devit (\$1000) have been paid.
- 8. Turkey Supper/Pork and Sauerkraut Dinner:** Turkey supper is scheduled for October 15. Pork and sauerkraut dinner is scheduled for November 19.

Pastor's Report: Prepared and conducted Worship Services at Emmanuel UCC 8/21, 8/28, 9/4, 9/11 (including Sermon and Children's Message; Communion celebrated on 9/4). Church Office Time at Emmanuel UCC was kept on 8/16, 8/23, 8/30, 9/6 (Tuesdays, typically from 9am-1pm with some variations). Attended Consistory Meeting on 8/18. Reviewed Order of Communion for Versions 2A, 2B, and Brief Order. Preliminary Review of materials for Confirmation Class. Prepared Newsletter Article (Interim Pastor's "Column") for September 2016. Visitation: Home (6 persons) (Communion was celebrated during each Visit)

VII. Communion Setup: October 2nd – World Wide Communion Day – Deb Dietrich

VIII. Next Meeting: Thursday, October 20th, 2016 at 6:30pm

IX. Adjournment: Meeting was called to a close at 8:04pm by Deb Dietrich.

PAXTON ANTHONY BUNNELL
BORN 8:32 AM
OCTOBER 10, 2016
7 IBS, 10 OZ

