

**Evangelical Lutheran Church of the Epiphany
Winston-Salem, North Carolina**

Mission Statement

Epiphany is a welcoming community, empowered by the Holy Spirit, to share the GRACE of God, the LOVE of Christ, and the HOPE of new life with all!

Congregation Council Meeting Minutes

June 16, 2014 – 7:00 p.m.

Members Present: Pastor Mohrmann, Pastor Wind, Scott Armstrong, Zach Baker, Karl Florian, Dave Hinshaw, Kathy Knecht, Melissa Maltzahn, Jim Pierson, Jeanie Saphar, Marc Shideler, Deni Thrasher, Carolyn Wiley

Absent: Paul Halvorson, Gretchen Pfitzner

Guest: Scott Lichtenhan

Devotions and Opening Prayer

Kathy Knecht called the meeting to order at 7:00pm, and members were given the opportunity to share their celebrations or concerns. Karl Florian led our devotions and opening prayer.

Approval of Agenda

Motion to approve agenda:

Moved: Scott Armstrong Second: Jim Pierson

Motion was carried with the addition of Sabbatical Leave Policy to Business in Process

Reception of Minutes

Motion to approve May 19, 2014 minutes:

Moved: Scott Armstrong Second: Melissa Maltzahn

Motion was carried with correction to Ibrahim Food Pantry, open on Thursdays, not Tuesdays as stated.

Ministry Updates

- EECC Committee – mulch-spreading “party” was successful, and thanks for all who helped.
- Endowment – approved \$4,000 in requests for use of funds.
- Management Committee – (attachment) information regarding each meeting held to date.
- Outreach – no official meetings yet. Still attempting to attract more members.
- Worship – have had one meeting.
- Parish Life – meeting established this summer’s activity plan.
- Stewardship – ministry-themed dinner/variety show being planned, October 12.
- Financial Audit Committee – (attachment)

Motion from Finance Committee to appoint Audit Team members (as listed on attachment,) with the opportunity to add members as necessary, to begin audit process.

Moved: Marc Shideler Second: Zach Baker

Motion was carried (#2014-19)

Correspondence

- The following thank you notes were signed during the meeting.
 - o Lil Flichman for her work on the farewell reception for Kathy and Jordan Baker.
 - o Epiphany Quilters for their work on the graduation quilts.
 - o Erica Walecka for her time and involvement as Epiphany’s seminary intern.
 - o Kathy & Jordan Baker for their service and dedication to Epiphany’s ministry.
 - o Jim Henricks & Paul Halvorson for their attendance at Synod Assembly.

Pastors’ Reports

Attached

Treasurer’s Report/Financial Secretary’s Report

Treasurer’s Report attached

Business in Process

- Sabbatical Leave Policy – the attached guidelines were presented to Council for consideration.

Motion: to table approval of the presented Sabbatical Leave Policy until the July, 2014 Council meeting.

Motion: Dave Hinshaw

Second: Jeanie Saphar

Motion was carried (#2014-20)

- Rental Management Contract – Scott Lichtenhan is point person for the Pensby property. Discussion to consider Scott assuming the additional responsibility for the Pennington property, and cancelling the contract with the management company. Scott offered his background, along with his working knowledge of legalities, forms, procedures, etc. (During the meeting, the Pensby renter came to Epiphany to pay his past due rent.) Scott also noted his ability to be in contact with us and the renters, and to rectify any renter and/or property issues in a timely fashion, should they arise.

Motion: to terminate Epiphany's current management company contract with Baldwin Properties effective 7/31/2014, for the Pennington property and enlist Scott Lichtenhan as rental property manager.

Motion: Karl Florian

Second: Scott Armstrong

Motion was carried (2014-21)

- Music position – the search committee has provided their recommendation for the candidate Karen Brown, for employment at Epiphany as the Organist/Handbell Director, as defined in the (attached) proposed employment agreement.

Motion: the Search Committee recommends offering candidate Karen Brown the Organist/Handbell Director position, beginning 7/1/2014. Employment Agreement and background attached.

Motion was carried (2014-22)

- Director of Youth Faith Formation – the Executive Committee has provided their recommendation for the candidate Matthew Smith, for employment at Epiphany as the Director of Youth Faith Formation, as defined in the (attached) proposed employment agreement.

Motion: the Executive Committee recommends offering candidate Matthew Smith the position of Director of Youth Faith Formation, beginning 7/1/2014. Employment Agreement and background attached.

Motion was carried (2014-23)

New and Upcoming Business

None at this meeting.

Closing Prayer and Adjournment

Motion to Adjourn:

Moved: Scott Armstrong

Second: Jim Pierson

Motion: Carried

Pastor Ray offered the closing prayer and the meeting was adjourned at 9:00pm.

Respectfully Submitted,
Shelley Hood
Recording Secretary

Attachments:

Pastors' Reports

Treasurer's Report

Summary of Motions, 2014

Audit Team Member list

Organist/Handbell Director Employment Agreement

Director of Youth Faith Formation Employment Agreement