

**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

December 21, 2015 – 7:00 p.m.

Members Present: Zach Baker, Karl Florian, Dave Hinshaw, Kathy Knecht, David Matthew, Gretchen Pfitzner, Cory Phillips, Santiago Saldana, Jeanie Saphar, Marc Shideler, Charlene Wellborn, Carolyn Wiley, Pastor Wind

Guests: Pastor Phil Stringer, Bruce Lande, Julianne Golden, Leann Pace, Pastor Beth Kearney

Devotions and Opening Prayer

Kathy Knecht called the meeting to order at 6:30pm, and a call to prayer was spoken in unison. Cory Phillips led our devotions.

Kathy requested, as Council President, that we hold officer elections at the end of the business meeting instead of before. The council agreed, and went ahead with the scheduled agenda.

GATHERING

All present were invited to offer their celebrations and/or concerns.

Approval of Agenda *(with 2 additional correspondence; addition of Facilities Use Request; Kay Conrad request in Ministry Update)*

Motion to approve agenda: *(with additions)*

Moved: Jim Pierson

Second: Santiago Saldana

Motion was carried

Reception of Minutes

Motion to approve November 16, 2015 minutes:

Moved: Zach Baker

Second: Karl Florian

Motion was carried

OFFERING

Correspondence

The following thank you notes were signed and sent:

- Choir for hosting the 1st Advent Supper, and to Pastor Laura for providing the 3rd Advent Supper
- John Mountjoy for providing the Prayer Shawl stand.
- Mickey Miller for all her work in supporting the congregation council.

Sharing our ministries

- Ministry Team Structure – Jeanie emphasized the need for a display and/or a document to communicate about the various committees here at Epiphany. Kathy commented that some committees are functioning well, but some not so well. At this point, the new ministry structure is in process.
- Emergency Preparedness Plan – Cory Phillips reported that the committee met mid-December, 2015 and reviewed what has progressed thus far. They reviewed the responsibilities during worship. Usher procedures need revision and to be communicated. Signage, evacuation routes, etc. were looked at as well. We have a member who can do AED & CPR training early in 2016. We will need to post authorized people to handle specific emergencies. Hopefully by January, we can have some people trained.
- Insurance Update – Our insurance policy does not cover Employment Practices Liability, in a situation where a staff member or applicant might sue us for employment decisions/practices including attorney fees. We have limited coverage for any personal items that are left at the church. Kathy provided an overview of additional costs and coverage for

employment issues, as well as additional costs for personal property on church premises. (Narrative provided.) Kathy suggested that Council should consider the information and take action. Karl will contact Curt Brown, our insurance rep, to meet with Council.

- Bishop's Special Appeal – All NC Synod churches have received a letter explaining the financial status of synod at this time. The Bishop is asking that each congregation consider an end-of-year offering to Synod using budget "over flow" funds (if any.) As an alternative, consideration could be paid to setting up a special request appeal. Funds are requested by January 31, 2016.
- Council Devotions Schedule – Kathy passed around a sign-up sheet for 2016.

New/Upcoming Business:

- Facilities Use – We have a request for use of the church building from a non-member family, but Mickey states they have used our Fellowship Hall in the past. An application for room use has been completed.

Motion: to accept the room use request for a non-member family gathering in the Fellowship Hall on December 26, 2015 from 4:30-9:30pm.

Moved: Jim Pierson

Second: Zach Baker

Motion Carried (2015-27)

- Kay Conrad would like us to publicize within the congregation a conference in Charlotte, NC. The "Bold Like Jesus" conference will be held January 21-23, 2016. This conference is for Pastors & Lay Leaders presented by the NC Synod, Episcopal Diocese of NC, and Moravian Church in America, Southern Province. Please contact Kay if you are interested in attending.
- After some discussion, the ***Council Retreat will be held on January 23, 2016.***
- Annual Meeting – A proposal was made to hold the ***Annual Meeting on January 31, 2016.***

Motion: to schedule and hold the Annual Congregational Meeting on Sunday, January 31, 2016.

Moved: Jim Pierson

Second: Santiago Saldana

Motion Carried (2015-28)

Treasurer's Report/Financial Secretary's Report

Included. Treasurer submitted the updated draft to Council, clarifying that changes most likely will still be made in consideration of pledges, end-of-year giving, etc.

Pastor's Report

Pastor Laura requested that the names of congregation members **Dot and Bert Joines** be restored to Charter Member status at this time.

Motion: to reinstate Dot and Bert Joines as Charter Members of Epiphany Lutheran Church.

Moved: Charlene Wellborn

Second: Santiago Saldana

Motion Carried (2015-29)

At this time, Council moved into Executive Session (7:40pm.) After some time for discussion and discernment, Pastor Phil Stringer led a prayer and Council continued with business as reflected/approved on the Agenda.

Motion: Council has received the resignation of Pastor Laura Wind from the employment of Epiphany Lutheran Church.

Motion was recorded (2015-30)

Motion: To provide Pastor Laura Wind with a Severance Package including salary and benefits that continues through June, 2016.

Moved: Jim Pierson

Second: Santiago Saldana

Motion Carried (2015-31)

Motion: to authorize the Executive Committee to draft and finalize an exit Letter of Agreement with Pastor Laura Wind and Epiphany Lutheran Church.

Motion: Dave Hinshaw

Second: Charlene Wellborn

Motion Carried (2015-32)

Council Elections - A list of the 2016 Council members was provided, and election of officers were held. The outcome was:

Cory Phillips – President

Karl Florian – Vice President

Jim Pierson – Secretary

Marc Shideler – Treasurer

The 2016 Council will be installed at the January 3, 2016 worship service.

Reflections on Meeting

Devotions and Adjournment

Motion to Adjourn:

Moved: Jim Pierson

Second: Karl Florian

Motion: Carried

The Lord's Prayer was recited, Pastor Stringer offered the closing prayer, and the meeting was adjourned at 9:10pm.

Respectfully Submitted,
Shelley Hood, Recording Secretary

Attachments: Summary of Motions, 2015
Pastor's Report
Treasurer's Report