

**Christ the King Lutheran Church
Congregation Council Meeting Minutes
October 15, 2018**

Approved

Voting Members Present: Pastor Langknecht, Bill Hiatt, Mitch Kiffe, Jeanne McKinley, Allie Peters, Marie Petersen, Mark Spoto, David Whelan, and Tom Wolfe.

Voting Members Absent: Leigh Chowdhary, Dick Wardian, and Steve Wilson

Pastor Langknecht opened with prayer.

Call to Order: President Kiffe called the meeting to order at 7:35 p.m. with a quorum present.

Approval of Minutes: A motion by David Whelan to accept the minutes of the September 16, 2018, Congregation Council meeting was seconded. **Motion carried unanimously.** (The minutes were emailed prior to the meeting.)

Reports: (Ministry Activity Reports were emailed to council members prior to the meeting.)

Pastor: Pastor Langknecht presented the request by Leigh Chowdhary that she be released from her council position as Learning Advocate. The situation will be reassessed in a few months. On November 11, 2018, the leaders of Habitat for Humanity will probably be visiting. The Stewardship campaign will continue throughout the year with themes: Giving, Growing and Sustaining.

Pastor, Karen Utter, and Dave Whelan have gone through the entire Shepherd's Staff database and have assigned names into six categories: 1. Active members; 2. Inactive members whose activity dropped since 2016; 3. Completely lapsed members with no activity since 2015; 4. Nonmembers with no activity since 2015; 5. Nonmembers with activity since 2016; and 6. Friends of the congregation (pastors, out-of-town family and friends, staff). All names will be kept in the database and the categories will be updated. The Witness and Outreach committee plans to have people sign cards who are attending the Christmas Eve services that may be sent to neighborhood churches, Congregations in the Virginia Conference, social organizations Christ the King has had contact with, international connections, etc. This activity helps identify the people that attended the services. A discussion about when to plan a Newcomer Open House resulted in holding them twice a year perhaps on a Sunday afternoon in January and a Thursday or Friday night in May. The holiday party will probably be held on December 8, 2018. Pastor presented an updated draft Wedding policy for comments by the council. Caroline Furnace Lutheran Camp has requested donations to their Emergency Fund Appeal for the sewage treatment facility on their campus. Pastor suggested a possible \$500 donation be made using the Service budget line with Steve Wilson's approval.

Treasurer: (Treasurer's report was emailed before the meeting). Bill Hiatt noted that five Sundays in September contributed to a positive cash flow. From a fiscal perspective, we are positioned well for the remainder of the year. The council will decide whether and where to allocate any positive cash flow at the end of the year. For budget planning, committee requests for next year needs are to be submitted by November 12, 2018. Bill will be sending instructions to committee chairs. Final Budget for 2019 will be ready in December for council's approval.

otion by Jeanne McKinley to set aside \$12,000 from Pastor Langknecht's salary as tax free compensation

for furniture and utility allowances for 2019 was seconded. **Motion carried unanimously.** Karen Pramis is on limited hours and her role will be reevaluated at the end of the year.

Youth: The Pie Auction and Chili Lunch will be on November 18, 2018. Allie Peters suggested that the council be aware of the lack of wheel chair accessibility in the sanctuary. Perhaps pews could be moved to make room in the front of the church for wheel chairs.

President: President Kiffe reported on the meeting with King's Kids about the renewal of the "Memorandum of Understanding." Key points in the agreement were: 1. King's Kids Preschool is a critical ministry of Christ the King Lutheran Church; 2. King's Kids Preschool will endeavor to reimburse Christ the King for variable additional costs of the program; 3. methodology for reimbursement was a percentage of the total church costs of insurances, cleaning, utilities, and copier; 4. The new "Memorandum of Understanding" will be for a 3 year term at \$600 with a 2 1/2% escalator each year; 5. Each year King's Kids Preschool will consider an additional pledge and gift to Christ the King if actual revenue exceeds the plan; and 6. King's Kids Preschool's books will be audited annually by Christ the King's Audit Committee and the audit will be shared with the Executive Committee of the Congregation Council. A motion by Bill Hiatt to allow the Executive Committee of the Congregation Council to approve the final 2019 "Memorandum of Understanding" with King's Kids Preschool was seconded. **Motion carried unanimously.**

Property: Tom Wolfe presented a Capital Expenditure Plan (CEP) for Christ the King Lutheran Church compiled by the CEP Committee that included Tom Wolfe, Tom Cooper, Doug Gaibler, Dave Whelan, and Mark Spoto. They are working on an itemized listing of current property, assets and improvements for the Church and Parsonage. The replacement costs of current items, new acquisitions, upgrades and improvements will be estimated. A time frame will be planned for expenditures and suggestions on how to raise the necessary funds to support the plan will be included in the report.

Important Dates:

November 12, 2018 – Committee budget requests due to Bill Hiatt

November 19, 2018 – Church Council Meeting at 7:30 p.m. at church

Adjournment: A motion by Bill Hiatt to adjourn at 9:20 p.m. was seconded. **Motion carried.**

Respectfully Submitted,
Marie Petersen,
Congregation Council Secretary