

**Lutheran Church of the Reformation
Council Zoom Meeting Minutes**

**Washington DC
Tuesday, August 16, 2022**

Council members present: Emily Andre, Scott Binde, Karen Carlson, Craig Haas, Suzanne Hazard, Judith Mangubat, Lyndon Smith, Laura Swanson, Elizabeth Wirick. Jessica Snowden is on vacation and Emily Andre presided.

Staff present: Jarrod Jabre

Motions approved (*unanimous unless otherwise noted*)

- 1) Minutes of the June 21, 2022 Council meeting approved (Binde, Wirick).
- 2) Authorize Reformation member Adam V. to construct a movable “Blessing Box” for placement on Reformation property; the design and initial placement of the box will be planned with, and subject to approval by, the Property Committee Chair and Director of Operations. This is Adam’s Eagle Scout project.
- 3) Approve \$1,500 fall gift to Everyone Home DC (Andre, Binde). This continues our usual giving to Everyone Home and is part of the amount budgeted from the Taylor Fund for gifts.

Committee Reports

Engagement and Communications: Matt Cook will be transitioning to chair to replace Pete Hillman.

Fellowship and Caring: Kim Benoit will be transitioning to chair as Emma Harrington is stepping back after many years of service.

Finance: All committees have been asked to submit their 2023 budget requests to the Finance Committee. Finance would like to consider creating an Endowment Committee to manage how the endowments are invested.

Property, Stewardship and Finance: Most recent meeting was joint with Fellowship and Caring Ministries to discuss the refrigerator and dishwasher replacement. Fellowship and Caring will transfer funds to Property to assist in the purchase of a new refrigerator.

Service and Justice: The Food Pantry is ramping up again. See motions approved, above, for gift to Everyone Home DC.

Nominating Committee: Members rotating off Council, plus the Pastor and three members chosen from the Congregation, constitute the Nominating Committee. Members rotating off Council after 2022 are Karen Carlson, Craig Haas, Elizabeth Hann, Judith Mangubat, and Ella Petree. Karen will coordinate convening a Nominating Committee.

Transition Team: We have completed Step #9 in the Healthy Transitions workbook. The Call Committee heard the candidate preach on August 1. The next step is to set up a meeting with Council; after that meeting, the Council will have a special meeting to vote on whether to move forward with the candidate and compensation negotiations will commence. Then, there will be a congregational event to meet the candidate and a congregational vote. Council members should familiarize themselves with the compensation guidelines in the Healthy Transitions workbook.

Staff Reports

Director of Operations: The person selected as the part-time office assistant left after only a couple of weeks for another opportunity; staff would prefer now not to fill that spot until the database project is more advanced and might also until the new pastor arrives. Staff also received a request for a private baptism to occur after the Sunday service Aug 28. Council agreed this was not a matter requiring Council approval but decided to defer to the presiding minister that day on whether to conduct a private baptism. The minister indicated he would do the baptism. Because of the short time between services, Council strongly prefers that the baptism occur after the 10 am service.

The HVAC challenges continue with a flood due to a chilled water line. The contractor will be replacing a rotted part. As to the preliminary engineering survey Council approved in June, the engineer initially working on it left the company. There will be a meeting with Charles Kirk (who owns the company) the week of Aug. 22. The production of the initial report should take two or three weeks after that.

Old Business

We are still trying to complete our annual report for 2021. Emily has been collecting summaries and pictures from the committees.

New Business

Budget: In October we will have two meetings; the regular Council meeting Oct. 18 and a special meeting for the budget only Oct. 25.

Rally Day and Sunday School resumption: There will be a Rally Day event Sept 11 with each committee having a table at coffee hour. Sunday School will start September 18.