

Lutheran Church of the Reformation
Washington, D.C.
By Zoom
Church Council Meeting – 01/17/2023

This Meeting of the Council opened at 19:04

Members Present: Evan Schrage; Emily Andre; Ivy Finkenstadt; Dina Finkel; Mike Thompson; Judith Mangubat; Calvin Cunningham; Suzanne Hazard; Elizabeth Wirick; Lyndon Smith; Scott Bindie; Jennifer Novak

Members Absent: John Hagood

Staff Present: Rev. Vandiver; Jarrod Jabre

Approval of Minutes: The minutes of the December 13 meeting were approved following passage of Amendment 3.

Old Business:

1. The December Financial report was not ready for presentation.
2. New Council Member Orientation will occur on January 29th following the 11am service in the Shalom Room. Lunch to be provided.
3. Souper Bowl Sunday is canceled this year.
4. Rev. Vandiver's Installation will occur on February 12 at 3pm with reception to follow.

New Business:

1. Congregational Meeting
 - a. The Spring meeting is moved to March 12.
2. Community Host position

- a. Rev. Vandiver proposed that Mr. Emmanuel Kabasaala be hired as the Community Host. The Council approved of the nomination of Mr. Emmanuel Kabasaala.
3. Update to Reformation's Constitution and bylaws.
 - a. The Council approved the recommendation of the Constitution Committee to remove the Council President's *ex officio* status on all committees and will put the question of formal adoption to the congregation.
4. Motion to dissolve Endowment Board
 - a. The motion to dissolve the Endowment Board was approved without recorded opposition. The Finance Committee will develop procedures for effective management of the funds going forward.
5. Space Use contracts / Cleaning service contracts
 - a. Further discussions with staff regarding space use and cleaning policies will occur.
6. Revisit COVID masking policy
 - a. General debate occurred with no action being taken at this time.
7. Listening sessions summary – Mr. Mike Thompson presented to the committee the report the call committee's findings on common topics which included: Building up the congregation; Joyful worship experience; Youth and family; Entrenched structures and process.
8. Office Volunteers
 - a. Staff indicated that the major project requiring volunteers is the sending of formal giving statements, specifically envelope stuffing.

9. Parsonage Updates

- a. To be included Director of Operations Report.

Ministry Reports:

1. **Stewardship, Property, & Finance**- No Report.
2. **Worship, Music, and Art** – No Report.
3. **Spiritual Growth** - No Report.
4. **Fellowship and Caring** – No Report.
5. **Service and Justice** – The food pantry’s distribution method requires revision. Rev. Vandiver will meet with committee members to facilitate this matter.
6. **Engagement and Communication** – Mr. Matthew Cook will chair the committee and the committee will begin work on updating the online directory.
7. **Archives & History** – No Report.

Staff Reports:

1. Senior Pastor

Rev. Vandiver delivered his monthly report. He highlighted the need to clean, purge, and rearrange the office while also focusing on branding. This includes a reform of church social media use. He noted that contingencies are in place for Julie Miller’s maternity leave. Finally, Rev. Vandiver proposed several *ad hoc* future planning committees which should include members of applicable standing committees as well as senior church staff where appropriate.

2. Director of Operations

Mr. Jarrod Jabre reported on several changes to office equipment including a switch to VoIP phone system and the switch to Verizon Fios as new internet provider. In preparation for the Vandiver family move-in date of January 31, Mr. Jabre reported that an exhaust fan would be installed in the parsonage kitchen on January 18. Further, several windows are in need of repair as well as some painting. A deep cleaning of the parsonage will take place prior to the move-in date.

Mr. Jabre reported that while Reformation is no longer hosting weekly arrival sanctuary for migrants arriving in DC by bus, it will continue to be available as an emergency site. In addition, the parish basement has a new refrigerator. Lastly, FEMA has yet to approve grant funding for the parish HVAC system. The property committee recently rejected an engineer's proposal for the system. Further action will be taken.

Adjournment: This Meeting of the Council adjourned at 21:10

Respectfully submitted,

___/s/ Evan Schrage___

Evan Schrage
Secretary