



**Congregation Council Minutes**

**May 14, 2018**

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APPROVED

**Congregation Council of Saint Andrew's Lutheran Church**

Meeting Minutes

May 14, 2018

**Council Members in Attendance:** Stein Dolan, Marshall Erling, Rebeka Gordon, Karen Grams, Art Gurtel, Ben Johnson, Scott Lester, Pastor James McEachran, Jill Nichols-Hicks, Dick Swaisgood, Dick Szabo, Ann Thorpe, Vanessa Wilkie

**Members Excused:** Treasurer Joni Barrott, Jean Wahlstrom

**Staff Members in Attendance:** Emily Harrow, Sherry Grindeland, Susan Hegedus, Will Simpson

**Staff Members Excused:** n/a

**Guests:** none

**Devotion:**

Pastor McEachran led worship with devotional words based on Romans 12.

**Call to Order/Introductory Words:**

The May 14, 2018 regular meeting of the Congregation Council of Saint Andrew's Lutheran Church was called to order at 7:18 pm by President Scott Lester. President Lester thanked Vice President Art Gurtel for leading the past two meetings.

**Review/Approval of Meeting Minutes:**

Minutes from the April 9, 2018 meeting were reviewed. Art Gurtel **moved to approve the minutes as submitted**. Karen Grams seconded. Minutes were unanimously **approved as submitted**.

**Staff Updates**

- Fellowship Coordinator Sherry Grindeland
  - Committees host the fellowship time following worship in the summer. Sherry distributed a sign-up sheet so that Council members could schedule their committee for a date.
  - Sherry thanked the Council for helping to serve a soup supper during Lent.



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- O.W.L.S. (Older Wiser Lutheran Saints) programs: Saint Andrew's member Jim Kittilsby talked about professional baseball in April, and Katie Munoz will give a presentation on how to declutter your office, home, garage and life in May.
- Saint Andrew's regularly supports the Medic One program by offering use of our building. The Somerset Women for Medic One (a group who helped begin and supports the Medic One program on the Eastside) held a bridge tournament fundraiser at Saint Andrew's, raising \$2500 for Medic One.
- The Bridge Disability Ministries celebration dinner was held on May 6. Twenty-four Saint Andrew's members volunteered which helped make the event a success. Saint Andrew's last hosted a Bridge dinner in 2013. Sherry shared a thank you note from one of the families served.
- Sherry continues to plan for the congregation trip to Holden Village in July. Over 40 people are signed up to go.
- Communications Specialist Susan Hegedus
  - Susan encouraged the Council to have their committees review their bulletin and newsletter announcements. Any revisions/updates should be sent to Susan.
  - Susan has been working on the new website.
- Director of Music Ministries Dr. Will Simpson
  - An appreciation dinner for the Chancel Choir and Handbell Choir is scheduled for June 5.
  - Plans for summer worship music are in progress.
  - Plans for the 2018-2019 Concert Series are in progress. Bells of the Sound is scheduled for December 2018. Christina Siemens and a vocalist will perform on a date to be determined. The Seattle Bach Choir will perform on March 9, 2019.
- Director of Discipleship Ministries Emily Harrow
  - Emily enjoyed the middle school retreat at Warm Beach Camp in Stanwood. .
  - Emily reported that \$16,000 from the Youth Fund is being spent and allocated. These funds are excess funds that have been accumulating over the past few years. New furniture has been purchased for the Youth Room. Funds will be set aside for mission trips and scholarship support. Approximately \$5000 is designated to purchase items for organizations that support youth on the Eastside. The youth of Saint Andrew's voted to use the funds to purchase needed items for Hopelink and Eastside Baby Corner. Youth will be involved in purchasing the items, which helps teach and show stewardship to them. President Lester commended Emily for the way she led the youth through the process of discussing and voting on the recipient organizations.



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- Emily is working with the Discipleship Ministries Committee and other volunteers to ensure smooth continuity of ministry after she leaves Saint Andrew's at the end of June. Emily's last Sunday is June 24.

### Senior Pastor's Report: Pastor James McEachran

- Pastor McEachran and Pastor Wesley Telyea of Our Savior Lutheran Church in Issaquah "swapped pulpits" on May 13. At Our Savior, Pastor McEachran was privileged to recognize a member for 50 years of singing in their Choir.
- Pastor noted "new things" around the church and grounds:
  - New furniture in the Youth Room.
  - New landscaping of the church property on the corner of SE 28<sup>th</sup> and 148<sup>th</sup> Avenue SE and outside of the Music Room and Eastside Pathways office.
  - New cabinet in the Music Room.
- Pastor reported on those in our congregation receiving pastoral care.
- Pastor presided at a memorial service for a non-member. A member of the family made a donation to the KnitWits.
- The deadline for registering for the Synod Gathering at Saint Andrew's on June 2 is Tuesday, May 15. Pastor encouraged those who want to attend to register by the deadline.

### Finance Report: Finance Committee Liaison Dick Szabo

- There was a positive cash flow for April of \$331. Year-to-date cash flow is **-\$9,067**, which is better than the approximately **-\$16,481** budgeted. There is a payment to the Joshua Group that remains pending.
- Saint Andrew's has received two donations totaling approximately \$51,000, which were placed in Fund #13, "Pass Thru". The Council will determine the use of these funds.

### Saint Andrew's Constitution Work Update: Vice President Art Gurtel

- Art reviewed the proposed new Constitution bylaw, C12.02.01, to modify the election procedures for Congregation Council members, and the proposed wording change to section C13.02.01. Art noted that the goal of the new Bylaw is to eliminate lengthy multiple ballot elections for Council members, but still be fair to candidates and be compliant with the Saint Andrew's Constitution and Robert's Rules of Order. He indicated that Bylaw changes must be approved by the congregation. On May 27, Art Gurtel and Linda Powell will host a discussion on the Bylaw changes for congregation members.



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- Art Gurtel noted that he and Linda Powell have been working on administrative guidelines for use by the Nominating Committee, the Council President, the Executive Committee and the vote counters.
- Committee Duties Descriptions Update: The Finance Committee is reviewing its duties/responsibilities description and those of the Audit Committee to ensure that they align with existing wording in the Constitution and with Saint Andrew's financial policies. When complete, all committee revisions will be proposed to the Council for consideration. These revisions require a 2/3 vote majority of all members of the Congregation Council to approve.
- President Lester thanked and commended Art Gurtel and Linda Powell for their work.

### Debrief of Resignation Letters: President Scott Lester

- Pastor McEachran's resignation
  - Scott Lester shared a copy of Pastor McEachran's resignation letter to President Lester, and reviewed the timeline and process of arriving at the announcement of Pastor McEachran's resignation.
  - The Council discussed feedback they have received, communications going forward, and that plans will include a celebration of Pastor McEachran's ministry at Saint Andrew's.
  - Scott Lester and Art Gurtel have met with Northwest Washington Synod Bishop Kirby Unti and Assistant to the Bishop, Pastor Shelley Bryan Wee.
    - The Synod office cited that an interim pastor would begin sometime in January.
    - Following Pastor McEachran's resignation on January 7, 2019, the Synod will begin to work with Saint Andrew's on the call process for a new Senior Pastor. The work will be collaborative. Pastor Wee is available to explain the process to the congregation.
  - Dick Szabo **moved to formally accept the resignation of Pastor James N. McEachran, Senior Pastor of Saint Andrew's Lutheran Church, effective January 7, 2019.** Jill Nichols-Hicks seconded. The motion was **approved with no nays and one abstention.**
- Emily Harrow's resignation

Scott Lester thanked Emily Harrow for her energy of ministry, and for her energy in preparing to leave the ministry in a good place before she leaves.

### Leadership Transition Team Update: Vice President Art Gurtel

- The last meeting of the Leadership Transition Team was on April 4.
- The Leadership Transition Team continues to work on transition and communications plans, while awaiting direction on specific next steps.



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### Council Initiatives: President Scott Lester

- There will be updates to the congregation on initiatives at the Semi-Annual meeting on June 10. Scott Lester will clarify the work of initiatives versus committees. Initiatives are internal Council groups working to strategize moving forward in specific areas of ministry.
- Vision: Dick Szabo  
The Vision Team plans to update the Synod office on its efforts, as appropriate and needed.
- Discipleship: no report.
- Building: Dick Swaisgood  
This Team has met with Finance Committee.
- Stewardship: Karen Grams  
This team has had an initial meeting.

### Sound System Proposal: President Scott Lester

- Worship and Liturgical Arts (WLA) Committee proposes a replacement of the sound system in the Sanctuary and Fellowship Hall. The WLA Committee recommends considering memorial funds as a source of payment, and that work be commissioned by Summer 2018.
- Morgan Sound has provided a recommendation for the scope of work and an estimate of cost not to exceed \$32,000.
- The "Executive Summary: Sound System Replacement" proposal was distributed to Council members and is attached to the original of these minutes.
- WLA Committee recommends assigning a project manager, to be determined by WLA and the Building and Property Committees, to oversee implementation of the project, if approved.
- A Council vote on this proposal is anticipated for June or July.

**June 2 - Synod Gathering at Saint Andrew's:** President Scott Lester and Pastor James McEachran  
Approximately 60 people are registered so far.

### June 10 – Semi-Annual Congregation Meeting: President Scott Lester

Scott Lester will distribute, via email, a draft of the meeting presentation slides for review. Scott encouraged Council members to suggest topics to be included in the meeting reporting.

### June 24 – Emily Harrow Ministry Celebration and Sending

Plans are being made.



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### Committee Updates

- Discipleship Ministries: Ann Thorpe and Rebeka Gordon reported that the committee is formalizing a Safety Policy for interacting with youth and vulnerable adults, and considering revisions to the Affirmation of Baptism/Confirmation program. Ann and Rebeka encouraged the Council to review these items and provide feedback by May 21.
- Health and Wholeness Ministry: Vanessa Wilkie reported that the committee is considering ideas/projects/activities to encourage congregation members to be physically active.
- Stewardship: Karen Grams reported that the committee is seeking additional members. It has discussed what stewardship means, and how to model generosity in serving.
- Building and Property: Dick Swaisgood reported that Saint Andrew's member Carla Smith has been volunteering, and has completed many tasks on the maintenance list. Her efforts are very much appreciated.
- Other committee reports were distributed via the Council packet.

### Other/New Business:

None.

### Adjournment and Prayer:

Pastor McEachran closed with a story and prayer.

Meeting was adjourned by President Scott Lester at 8:54 pm.

The next regularly scheduled Council meeting is scheduled for June 11, 2018 at 7:00 pm.

Respectfully submitted,

Susan Hegedus

Council Recording Secretary