

*We are a community of all ages gathered by God's grace
for worship, learning, loving and service to all.*

**MINUTES - Good Shepherd Lutheran Church Council Meeting
Sunday, November 20, 2022**

Present: Pastor Andrew Isenhower, Vicar Laura Henrickson, Don Caughman, Anna-Marie Plyler, Amy Kemp, Cathy Milejczak, Heather Gilbert, Jan Haigler, Janet Lockhart, Mike Weaver, Suzanne Sanders

Absent: Debi Powell, Peter Zornow

Guests: Bruce Shealy, Nancy Hyatt, Jeff Inabinet

Call to Order and Devotion: President Caughman called the meeting to order at 6:27 p.m. President Caughman also gave the devotion and offered prayer.

Executive Session:

President Caughman introduced the guests from the Staff Support Committee then called for a motion to go into Executive Session at 6:30 p.m. Amy Kemp offered the motion and the second was provided by Mike Weaver. A voice vote to move into Executive Session was **Unanimous**. After the vote, Council immediately went into Executive Session to discuss a matter brought forward by the Staff Support Committee. After a question and answer session with Staff Support members, they left the meeting, and the Council discussed the matter. Executive Session was concluded at 6:55 p.m. No action was taken.

Adoption of Agenda:

Motion to approve the Agenda by Suzanne Sanders, second by Cathy Milejczak. A vote was taken. The agenda was **Unanimously Approved**.

Adoption of Minutes:

Motion to approve the October 23, 2022 Minutes by Janet Lockhart, second by Cathy Milejczak. A vote was taken. The minutes were **Unanimously Approved**.

Motion to approve the November 6, 2022 Congregational Meeting Minutes by Cathy Milejczak, second by Mike Weaver. The minutes were **Unanimously Approved**.

Attendance for October, 2022

<u>2022</u>	<u>9:30</u>	<u>SS</u>	<u>YouTube</u>	<u>Total</u>		<u>2021</u>	<u>9:30</u>	<u>SS</u>	<u>YouTube</u>	<u>Total</u>
10/2/2022	101	39	35	101	<i>23 ladies at WELCA Retreat for 2021</i>	10/3/2021	100	23	32	100
10/9/2022	95	29	49	95	<i>24 ladies at WELCA Retreat for 2022</i>	10/10/2021	84	23	40	84
10/16/2022	108	45	36	108	<i>2021 Rally Day</i>	10/17/2021	91	56	24	91
10/23/2022	82	26	41	82		10/24/2021	90	41	26	90
10/30/2022	114	47	28	114		10/31/2021	90	41	19	90
Average	100			100		Average	91			91

Note: YouTube numbers reflect number of views, not number of people viewing.

Total Membership 12/31/2021: 614

Total Active Members 12/31/2021: 311

Current active membership at the time of the October Council Meeting: 297

Members Added since the October 2022 Council Meeting: 0

Members Removed since the October 2022 Council Meeting: 4

John Keim: Death

Penry Gustafson: Transfer to St. Timothy's Lutheran Church (Camden, SC)

John Mooney "Jay" Jenny, III: Transfer to St. Paul's Lutheran Church (Columbia, SC)

Karen Jenny: Transfer to St. Paul's Lutheran Church (Columbia, SC)

Current active membership at the time of the October 2022 Council Meeting: 293

Reports:

1. Treasurer's Report: Written Report was submitted. Treasurer Haigler stated that the cleanup and balancing from the older systems to Realm (the new accounting system) is nearly complete and ongoing.
2. Pastor's Report: Written Report was submitted.

Standing Committees:

1. Communication – Unfilled with Wade Wingard, Contact: No Written Report Submitted.
2. Evangelism Committee: Peter Zornow: Written Report Submitted.
3. Finance Committee – Janet Lockhart: Written Reports Submitted.
4. Gifts Committee – Kappy Steck Chair, Don Caughman Liaison: No Written Report Submitted.
5. Learning Committee – Heather Gilbert: Written Reports Submitted.
6. Parish Life Committee – Debi Powell: No Written Report Submitted.
7. Property Committee – Mike Weaver: No Written Report Submitted.
8. Social Ministry Committee – Suzanne Sanders: No Written Report Submitted.
9. Worship Life Committee – Cathy Milejczak: Written Report Submitted.
10. Youth & Children Committee – Amy Kemp: Written Report Submitted.
11. Other Committee Communication Time:

Old Business:

1. Ad Hoc Task Force on Safety

President Caughman presented a list of items that were discussed in a called meeting of the leaders of the Ad Hoc Task Force on Safety. The list was presented to Council for study and feedback. The list can be found on pages 5 through 6 of these minutes.

2. Property Committee Motion 1

Property Committee moves to rescind following motion and the related background information that was approved at the October 18, 2022 Council Meeting which read:

"Property Committee moves to have resurfacing work done on our parking lot paved areas.

Background Information: It is taking more time to spray chemicals to kill weeds appearing in the parking lot cracks and an alternative was sought. A quote was obtained to have the following remedy: a) seal the cracks, b) asphalt repair and 3) sealcoating with re-painting the parking lines and arrows on our facility. The total cost is [REDACTED]. Capital Funds would be the funding source for this work.

A voice vote was taken, and the Property Committee Motion was **Unanimously Approved**.

New Business:

1. Property Committee Motion 2

Property Committee moves to have resurfacing work done on the lower Sanctuary/Educational Building lot and the upper FAB lot for a total cost of [REDACTED]. Capital Funds would be the funding source for this work.

Background Information: After the October meeting, the paving company was contacted to notify them that the work had been approved by Council and they could begin the job on the paved areas. When the company contacted our Sexton to schedule the work, it was realized that the company was not aware that there were two areas to be treated. The previous quote of [REDACTED] included the Sanctuary/Educational Building paved area only. The company revisited our campus and the provided a quote for treatment of the upper (FAB) paved area for a cost of \$10,585. The cost for the treatment the two paved areas is [REDACTED].

A discussion, a voice vote was taken, and the Property Committee motion was **Unanimously Approved**.

2. Finance Committee Motion

Finance Committee moves to approve the Good Shepherd 2023 budget as presented.
After a brief discussion, council thought it best to move into Executive Session.

Executive Session:

Council went into Executive Session at 8:26 p.m. to discuss the funding of a line item. Council concluded the Executive Session at 8:57 p.m. with the following amended motion:

Council moves to approve the 2023 budget submitted by the Finance Committee as depicted on pages 7 through 11 of the agenda with the addition of [REDACTED] to Line Item 513565 "Scholarship-Youth" which would bring the total approved budget to [REDACTED].

A voice vote was taken, and the motion was **Unanimously Approved**. The budget will be presented for approval at a Congregational Meeting on December 11, 2022. NOTE: Budget can be found resized for inclusion in the minutes on pages 7 through 10 of these minutes.

3. Returning Council Members' Committee Preference

The returning Council members were given a form to complete with their first, second, and third choice of Committee Assignment.

Petitions and Communications

1. December 11: Congregational Meeting to Approve the GSLC 2023 Budget
2. December 13: Deadline for Annual Reports to be submitted to the Parish Administrator
3. December 13: Return GSLC Drives for updating to Council Secretary's Mail Box. Please place thumb drive in an envelope with your name on it.
4. December 14: Deadline for the January Newsletter Articles

The Pulse

N/A

Executive Session

Adjourn:

The meeting adjourned at 9:17 p.m. with Council joining tother in the Lord's Prayer.

Respectfully submitted: Anna-Marie Plyler

Notes from GSLC Ad Hoc Task Force on Safety/Emergency Plan

I asked several members of the task force on safety from several years ago to meet with me to review the plan approved by Council in early 2020 and to make recommendations for actions we should initiate.

Consequently, I met with Ed Beaman, Greg Sox and Kappy Steck on Wednesday, November 9. Here are some specific recommendations and general observations from the task force.

Items with asterisks are things the task force recommends doing right away:

*Thorough usher training, with emphasis on what to do in emergencies, being vigilant before and during the service, how to greet visitors, et al. This could include CPR and defibrillator training. In all of our discussions, we eventually returned to stressing the importance of having a well-trained usher corps. Ushers should be in the building at least 30 minutes before the time for the service to begin.

*Keep outside door leading to office/chapel area locked at all times. (Ushers could keep eye on door to open it for anyone who might NEED to enter that door. Urge members to have their sanctuary keys with them). Keep locked on Sunday mornings the door beside the chapel that leads to basement area under the office complex.

*Change main doors (the red doors) to doors that could remain locked from the outside during service but can be quickly opened from the inside (subject to fire code requirements). Doors with crash bars or thumb bolts?

*Don't open educational building early. Ask Sunday School teachers and nursery attendants to open doors when needed, rather than having doors unlocked when building is unattended. (Note: Currently the person assigned to open buildings on Sunday mornings unlocks the educational building well before anyone else arrives.)

*Have plan for quick communication between ushers and nursery should an emergency happen during the service. (Note: The task force has questions about whether we continue to need a nursery during worship).

*Don't allow large bags (i.e., book bags and backpacks) into sanctuary.

Offer CPR and defibrillator training to all adult congregation members. (Note: I have spoken with Ben Haigh, and he is more than willing to conduct classes as well as provide general guidance on emergency actions).

If a visitor is acting "strangely," ushers should keep under surveillance, take picture with phone and call Forest Acres Police to make them aware of the person.

Make sure congregation knows about all the exits from the sanctuary. (I.e., stairs behind altar, exit in back corner of sanctuary on Forest Drive side, et al.)

Have temple talks on various emergency situations (i.e., fire, medical emergency, intruder, et al) with information on what to do.

Active shooter training. (Jan Haigler has offered to conduct this).

Evaluate food pantry distribution practices to make sure volunteers remain safe.

Make sure Korean congregation keeps FAB locked during their service and that they are aware of emergency procedures.

Ask police and/or sheriff's department to do safety assessments and make recommendations.

Hire off duty police/sheriff's deputy to be in parking lot for security on Sunday mornings(?)

Identify five or six congregation members who attend service regularly (and sit in different parts of the sanctuary) and ask them to be "extra eyes" in watching for any type of emergency situation.

We discussed the possible identification of members who have concealed-carry permits and how they might fit into a formal safety plan. We expressed a lot of concern about the possibility of weapons being in the sanctuary.

Do we need to have a visit from fire marshal for a re-evaluation of our situation?

(This is not intended to be an exhaustive list but rather recommendations for steps that we as a congregation can, and in some cases need, to take.)

Once we have agreed on what steps to take right away and in the foreseeable future, we need to update the Emergency Plan developed by council three years ago and provide each congregational unit a copy.

Don Caughman, Council President

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**MINUTES - Good Shepherd Lutheran Church Congregational Meeting
Sunday, November 20, 2022**

Purpose of the Meeting: The purpose of the meeting was to vote for two GSLC Foundation Board Members and five Council Members.

Call to Order :

President Don Caughman called the meeting to order at 9:32 a.m., following the announcements and before the beginning of the Sunday, November 20, 2022, worship service.

Business:

President Caughman stated that the first order of business was to vote for two members for the Good Shepherd Foundation Board. Mr. Caughman explained that the Foundation Board had recommended Janet Lockhart and Mike Sanchez to fill the two upcoming vacancies, that Council had approved the nominees, and that no further nominees from the floor had been offered at the November 6, 2022 Congregational Meeting. President Caughman then called for a voice vote for Mrs. Lockhart and Mr. Sanchez to fill the upcoming three year term on the Foundation Board. The approval vote was **Unanimous**.

Mr. Caughman then stated the second order of business was to elect five members to serve a two year term on the Good Shepherd Council. He informed the congregation that only five members were candidates for the five seats; and that being the case, he asked if there was a motion to approve the following Council candidates by acclamation: Jason Fowler, David Lucas, Becky Shealy, Carole Sox, and Ed Woodward. Janice Haigler provided the motion, the second was by Suzanne Sanders. A voice vote was taken. The approval vote was **Unanimous**.

Adjourn:

Having no further business, at 9:35 a.m., Mr. Caughman announced that the meeting was adjourned.

Respectfully submitted: Anna-Marie Plyler

Pastor's Report
Rev. Andrew Isenhower
November 17-December 15, 2022

Pastoral Acts

- No funerals
- No baptisms
- No weddings

Worship and Music

- I preached for 3 Sunday worship services
- I presided and led worship for 4 Sunday worship services
- I preached for 2 midweek Advent services
- I led worship for 3 midweek Advent services
- I participated in worship planning

Education

- I have continued leading the mid-week bible study via Zoom
- I have provided Faith 5 resources each week for members and families
- I have continued teaching in-person Bible study
- I taught the Confirmation Sunday school class

Pastoral Care

- I made 3 in-home visits and 5 hospital/facility visits
- I have followed up with bereaved members and families
- I made 25 Pastoral Care phone calls

Social/Fellowship/Community Events

- I attended the Chrismon Tree Decorating event
- I attended the Children's Advent Program
- I attended the Pathfinders Of Good Shepherd (POGS) meeting

Church Business

- I continued supervising our Seminary Intern
- I attended the following committee meetings:

- Mutual Ministry
- Executive

Synodical Business

- I attended the funeral service for Pastor Larry Long.

Continuing Education

- I met with my clergy colleague group. We meet once a month with a counselor to support one another and strengthen our ministries.

Self-Care

- I took time each day for devotional reading and prayer.

Respectfully submitted,



Pastor Andrew Isenhower

Evangelism Plan

2023

Membership

- Identifying and contacting absentee members
- Identifying and documenting visitors
- Developing plans to provide information and following up on visitors
- Updating information packets
- Reviewing Time and Talent Forms with Pastor Andrew to identify new sponsors for new members
- Sharing a meal with sponsors and new members

Special Events

- Having a visitors table with information and church tours during the Fall Fest (trunk or treat, vacation bible school and more) to draw in neighborhood children
- Highlighting the Lenten cross
- Drawing in the community into GSLC with either a German Christmas service /Christ Kringle Market, Craft Show, Fundraising Dinner, Flea Market, Craftsman Christmas Classic Art and Craft Show at State Fairgrounds co-sponsored with Synod Churches, a Forest Acres Festival Booth, or a Booth at the Soda City Market.

Communications/technology

- Applying and expanding social media and technology during GSLC events and services
- Highlighting the Blessing of the Animals/Vacation Bible School/group events
- Using You Tube and sharing events and services on other platforms
- Coordinating with the Communications Committee
- Other: Highlighting GSLC activities with Columbia Star/ State newspaper articles, televised Christmas/Easter Services, TV/radio reporting, street banners, and advertising

Other

- Hosting a Membership Growth Workshop with Keynote speakers and calling for papers, topics, and displays
- Hosting a Mission Fair in conjunction with the Social Ministry Committee
- Inviting Synod, other denominations, and non-profit groups to participate in workshop or fair
- Developing a Visitor Center, information table, or literature rack for new visitors

December 8, 2022
Learning Committee Meeting Minutes

Members Present: Don Caughman, Heather Gilbert, Lisa Sanchez

Meeting Called to Order: 5:30pm

Devotion: Heather Gilbert

Sunday School Check In

- Everyone did great work for the children's Advent program on December 4th. We received positive feedback from the congregation.
- No Sunday School December 25th and January 1st.
- Children will vote to determine what charity will receive the money they collect during the January Noisy Offering.

Lent Learning Opportunities

- We discussed possible Lenten learning opportunities such as small group discussion groups and Lenten materials to provide for the congregation.

Closing Prayer: The Lord's Prayer

Meeting Closed: 6:00pm

Next scheduled meeting: Thursday, January 12th at 6:00 in the Conference Room.

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Parish Life

December 6, 2022, 6:00 pm

Marcia Woodward, Mary Stallings, Suzanne Sanders and Debi Powell in attendance

Two topics were discussed with following results:

1. Epiphany Chili/Cornbread Cook-Off

- Date: Sunday, January 8, 2022 @5:30 pm in the FAB
- Sign up in Narthex Dec 11, 18, 25, Jan 1
- Announcement in Sunday bulletins Dec 11, 18, 25, Jan 1
- Announcement in January newsletter
- Request Pastor or Vicar to provide Devotion/service/prayer
- Solicit volunteers for "Kings" --Joey Allison has agreed to this task and Susan Sturkie has been asked to provide music
- Solicit judges for chili and cornbread tastings
- Solicit volunteers within committee to setup, cleanup, serve, "shop" for toppings& beverages, etc.
- Provide certificates for "winners"
- Invite the Korean Church to join us

2. Pictorial church directory

- Discussed possibility of online/in-house produced photo directory. This has also been discussed in other committee meetings. This project would involve much assistance from Deborah Mitchell and Deb Embrey as they would be directly involved. Due to demands of yearend accounting/bookkeeping/financial reports, etc, this project will need to be revisited in early spring.
- Under which committee does this fall? Will seek guidance from council