

GRACE LUTHERAN CHURCH – Grace Advisory Board (GAB)

Meeting Minutes – September 10, 2023

Board Members Present: Pastor Brooks, Chris Wethman, Dede Crosmer, Geoff Heintzelman, Joe Milko, Judy Barnes, Donna Gesell

Others: Barb Tippin, Bev Hudgins, Scott Gesell

1. **Meeting Opened** at 12:30pm

2. **Opening Prayer** by Chris Wethman

3. **Approval of minutes from August 6, 2023**

Motion made (Geoff Heintzelman) and **seconded** (Dede Crosmer) to approve the minutes.

Discussion: Did Pastor speak with Jordan Lutheran re: Chris Beckman's membership? No, but he will follow up this week.

Minutes approved

4. **Approval of Statistical Report**

Motion made (Geoff Heintzelman) and **seconded** (Donna Gesell) to approve the statistical report.

Discussion: none

Statistical Report approved

5. **Information Items**

a. Pastor Brooks

i. Upcoming Themes

1. September – Celebration of Life
2. October – Celebration of Catechism
3. November – Celebration of God's gifts
4. December – Celebration of the church

ii. Advent Theme – Four marks of the church (One, Holy, Catholic, Apostolic)

iii. Pastor Voges will fill in for Pastor Brooks on 11/26 & 12/3

iv. GAB will start weekly Sunday zoom meetings (starting on 9/17, 5pm) going through the book "Leadership Essentials". If you would like to contribute money to offset the cost, the books cost \$11.95.

v. A job offer has been made to one of the 2 candidates for the Director of Music position on 9/7.

b. Staff

i. Discussion on a policy for Church Events Guidelines, so that it does not fall on Barb Tippin to make the determination. Suggestion was made to create an approval process so that any special event request that comes from anyone other than a PALS group needs to be approved by the GAB.

Motion made (Judy Barnes) to have a letter written to Gary Stuhlmiller that the dental bus for 10/14/23 is approved, but he will need to have any future events approved by the GAB.

Motion seconded (Bev Hudgins)

Discussion: none

Motion approved. Chris Wethman will write a letter to Gary Stuhlmiller.

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Motion made (Pastor Brooks) to create a form for special events (outside of PALS groups) that support Grace’s mission and ministry that involves the whole congregation to be submitted six months prior to event. Motion **seconded** (Dede Crosmer).

Discussion: suggested changing 6-months to 3-months prior to the event. If a secular group would like to use a space at church, that request goes to the Resource Board.

Motion approved to create a form to be submitted 3-months prior to the event. Chris Wethman to create a form.

c. President

- i. Performance Reviews Due – just an FYI
- ii. Special Funds Trustees (from August meeting) – in progress
- iii. Budgeting process for 2024 will need to be started (next Voters’ meeting on 11/19)
- iv. Sound system update – proposal submitted from Custom Light and Sound, Inc. to update sanctuary sound system. Cost \$24,866.90. Primary objectives:
 1. Provide even quality sound to all areas of the sanctuary
 2. Provide adequate mic’ing of speech and musical performance for any live room needs as well as for the online viewing experience
 3. Provide an improved listening option for congregants with low hearing or hearing aids with Telecoil.

Motion made (Dede Crosmer) and **seconded** (Geoff Heintzelman) to accept the proposal and move forward with updates as part of the Go & Make Campaign.

Discussion – none

Motion approved

- v. Grace Community Farmer’s Market – Dan Heuser (as part of the Racial Reconciliation PALS group) submitted a proposal for the Grace Community Farmer’s Market, a farmers’ market focusing on North Carolina’s vibrant community of farmers of color to be held in the spring in the parking lot. Notes and questions submitted from Dan to be addressed by the Racial Reconciliation group:
 1. Liability is covered through Grace’s current policy
 2. Should farmers sign some sort of waiver?
 3. We need to write a list of rules for setting up, cleaning up, etc.
 4. We can buy a one-time mailing list to mail a postcard to neighbors.
 5. Barb may be able to design an invitation postcard.
 6. Grace can have a table to greet visitors and give a description.
 7. As we want St. John’s members to come and shop, they can have a table also.
 8. Should we include Grace members who would like to sell crafts, etc. to have a table?
 9. Should the neighborhood community garden (across the street) be invited to have a booth?
 10. Is there some seed money (pun intended!) for this event?
 11. If successful, we may make it a monthly event.
 12. What permits would be needed? How long does it take to get a permit?

Motion made (Donna Gesell) and **seconded** (Judy Barnes) to let the Racial Reconciliation PALS group move forward with their proposal.

Discussion: none

Motion approved

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- d. Congregational Representative – Judy Barnes will be sending out a letter with upcoming fall events.
- e. Discipleship Board – Pastor Brooks will be doing a 4-week zoom class with Duke Lutherans on the small catechism. This will be open to the congregation as well.
- f. Servant Board
 - i. DLC kick-off went extremely well! Had 18 students and over 30 people. First Sunday night service and a game night have occurred since the kickoff.
 - ii. Habitat for Humanity – did not have enough people to volunteer on their day to serve. Dwight will follow up with Drew and Jenna.
 - iii. **Motion made** (Geoff Heintzelman) that new PALS groups be submitted to the Servant Board. The Servant Board will discuss with the leader of the proposed new PALS group and make a recommendation to the GAB regarding the new group. GAB will then approve of a new group after which the Servant Board will support the leadership of the new group. **Motion seconded** (Bev Hudgins).
Discussion: none
Motion approved
 - iv. A new PALS group has been brought to the Servant Board: BOLT (**B**reakfast **o**r **L**unch **T**ogether) – alternating breakfast after 8:30am service and lunch after 11am service each month and the Servant Board recommends approval. **GAB approved.**

6. Treasurer – Financial Review

Questions for Treasurer – none

Motion made (Geoff Heintzelman) and **seconded** (Pastor Brooks) to approve financial review as submitted.

Discussion: none

Motion approved.

7. Resource Board

- a. Sanctuary lighting – lights ordered and will be scheduled for installation
- b. A new water bottle filling water fountain has been purchased for the basement water fountain and will be installed
- c. Quote received from the Crawl Space Doctor for the waterproofing and dehumidifier for the basement of Grace House.
- d. Working to get a structural engineer to do an evaluation of the structure and then will get quotes for the structural work.
- e. Deposit has been paid for the outside power repair which will be completed as soon as permits can be acquired. Repair is scheduled for 9/19.
- f. Plumbing repair will happen after the power repair because the wire is hanging too low for the equipment.
- g. Pastor Brooks to get on Resource Boards radar to review the employee manual prior to hiring of new Music Director
- h. Status: cones out front (from June meeting, item 6 e iii m) – Joe Milko has been unable to get a response from the city.

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8. Go & Make

- a. Altar Update – recommendations from Altar Upgrade Committee. The cost of doing all upgrades is \$17,875.31.
 - i. Candlesticks
 1. Remove candlesticks on credence table
 2. Order new more modern candlesticks for the altar (nickel w/ lacquer finish that will not need to be polished.
 3. Order new nickel missal
 4. Order new followers and candles
 - ii. Carpet
 1. Replace carpet in a deep rich green with less seams
 - iii. Stone
 1. Recommend Dolomite stone called Matarazzo Statuario with ogee finished edge from Mogastone

Discussion: Stone and carpet could be done in the last week of October before Advent. Candlesticks and missal would arrive before Easter. Credence table candlesticks can be removed when stone arrives, and carpet is replaced.

Motion was made (Donna Gesell) to use Go & Make Campaign funds to move forward.

Motion approved.

9. Wrap Up – took names from the basket to pray for each other over the next month

10. Important Dates

- a. Next GAB – October 8
- b. Voters' Meeting – November 19

11. Adjourned with Lord's Prayer at 2:20pm

Respectfully submitted,
Dede Crosmer, Secretary

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