

# Grace Evangelical Lutheran Church



Grace  
Lutheran  
Church

## Congregational Assembly

*(also known as Voters' Meeting)*

May 15, 2022 // 12:30 PM

**GRACE EVANGELICAL LUTHERAN CHURCH – DURHAM, NC**  
**Congregational Assembly – Sunday, May 15, 2022**

**Our Mission**

We Welcome Everyone to Walk the Way of GRACE: to GROW with Jesus, REJOICE in God, ANSWER with hope, CARE for the neighbor, and EMBRACE community.

**Our Vision**

GOD HAS A PLAN

FOR OUR LIVES, and so we teach how to walk in the path of Jesus Christ; FOR OUR NEIGHBORHOODS, and so we work to build healthy, strong communities; FOR OUR CITY, and so we share life with our neighbors in Walltown, Trinity Park, Duke, and the Triangle; and FOR OUR WORLD, and so we go with Good News.

**A G E N D A**

1. Opening Prayer – Pastor Brooks
2. Reading and Approval of Proxies<sup>1</sup>
3. Presentation of New Voters<sup>2</sup>
4. Approval of Minutes of Last Meeting
5. Pastor's Comments
6. Statistical Reports (10/1-12/31/2021 and 1/1/2022-3/31/2022)
7. Ministry Reports (see attached)
8. Organizing for Mission and Giftedness
9. Announcements, Other Business, Open Discussion
10. Adjournment
11. Closing Prayer

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<sup>1</sup> Proxy voting shall be allowed for adequate reason, i.e., illness or other requirements that prevent attendance. Proxies must be submitted **in writing** and will be approved by the Assembly prior to conducting any business.

<sup>2</sup> New voting members shall have read and signed the Constitution and By-laws of Grace Lutheran Church and shall be received at the beginning of the meeting.

## Voter's Meeting Minutes - November 14, 2021

Meeting Started at 12:30pm, Christine called the meeting to order.

Due to Covid19 there were some physically present and others attending via Zoom meeting.

Proxies were read by Christine. Gary Stuhlmiller motioned to approve the proxies. Tom McGill seconded the motion. All were in favor.

Christine presented the new voters: Karen Kreymborg, Arthur Kreymborg, Carolyn McElfatrick and Robert McElfatrick. Donna Gesell motioned to approve the new voters. Beverly Hudgins seconded the motion. All were in favor.

Barb Tippin motioned to approve the minutes of the last voter's meeting as presented. Dave Johnson seconded the motion. All were in favor.

Votes were counted to verify there was a quorum.

Pastor's comments: Pastor stated this is our ministry. The world needs our ministry.

Pastor Brooks motioned to approve the statistical report as presented. Scott Gesell seconded the motion. All were in favor.

Ministry reports were presented. It was noted that Zoom Sunday School will continue through Easter 2022. Discipleship attachment wasn't included in the packet. Please see Bev if you would like a copy. Gary Stuhlmiller motioned to approve the ministry reports. Tom McGill seconded the motion. All were in favor.

Gary Stuhlmiller made a motion to approve the Funding report as presented. Beverly Hudgins seconded the motion. There was discussion regarding the special funds that were not included. Donna Gesell shared the background on the special funds for new members.

- Saints of Grace is money given in Memory of someone. The money is not spent unless voted on and is used for special projects. The balance in this fund is \$46,997.
- Shepherd's Tent is used as a building expense fund. The balance in this fund is \$22,412.
- Mitchell Endowment is interest received from an endowment created by two professors that were members of the church. The money is used only for outreach. Approximately \$6000 is received quarterly and the balance in this fund is \$64,735.

Additionally, it was noted that there is \$16,000 added at the end of the budget for the preschool. This is an estimate of cost to maintain the preschool through the end of May 2022. The question has been raised if money can be given to help defer the cost and the answer is yes.

All were in favor of approving the 2022 funding plan.

A motion was made by Dave Johnson to approve Pastor Brooks as the pastoral delegate, Beverly Hudgins as the Lay delegate and Christine Wethman as the alternate Lay delegate for the district convention. Scott Gesell seconded the motion. All were in favor.

Scott Gesell motioned to adjourn the meeting. Gary Stuhlmiller seconded the motion. All were in favor.

Closed in prayer.

*Becky Thomas, Secretary*

## Grace Evangelical Lutheran Church

## Statistical Report – October 1, 2021, through December 31, 2021 (4th Quarter)

	Baptized	Confirmed
<b>As of October 1, 2021</b>	337	274
Deaths	-2	-2
Transfer to LCMS	-	-
Released to Other Churches	-	-
Baptism	+1	N/A
Members Received by Transfer from LCMS Church	-2	-2
Members Received by Transfer from Other Lutheran Church	-	-
Members Received via New Member Instruction (Affirmation)	+1	+1
Members Received by Transfer from Non-Lutheran Church	-	-
Communicant Members Received (Jr. Confirmation)	-	-
Self-Exclusion	-	-
<b>Total Membership as of 12/31/2021</b>	335	271
<b>DEATHS:</b>		
Donald (Don) Carl Eckart	November 25, 2021	
Wendell Robert Wardell	December 17, 2021 <i>(see note below)</i>	
<b>BAPTISMS:</b>		
Caleb Maddox Stuhlmiller	October 17, 2021	
<b>MEMBERS RECEIVED BY TRANSFER FROM LCMS CHURCHES:</b>		
Pete and Karen Kreymborg	LCMS – Concordia Lutheran Church, Hagerstown, MD October 17, 2021 <i>(see note below)</i>	
<b>MEMBERS RECEIVED BY NEW MEMBER INSTRUCTION (Affirmation)</b>		
Marie Hammond	Affirmation, New Member Instruction October 17, 2021	

**CORRECTIONS:**

- 1) Wendell Wardell was missed being reported in the earlier Statistical Report (4th quarter) PMC Member received. This entry has been added as a correction in the 4<sup>th</sup> quarter report.
- 2) The Kreymborg's (*Pete and Karen*) were counted as members in the 3<sup>rd</sup> quarter report (*date of letter of transfer*) and again, in the 4<sup>th</sup> quarter report (*when they were recognized in a worship service*). This entry has been removed as a correction from the 4<sup>th</sup> quarter report.

## Grace Evangelical Lutheran Church

## Statistical Report – January 1, 2022, through March 31, 2022 (1st Quarter)

	Baptized	Confirmed
<b>As of January 1, 2022</b>	335	271
Deaths	-1	-1
Transfer to LCMS	-3	-3
Released to Other Churches	-	-
Baptism	-	N/A
Members Received by Transfer from LCMS Church	-	-
Members Received by Transfer from Other Lutheran Church	-	-
Members Received via New Member Instruction (Affirmation)	-	-
Members Received by Transfer from Non-Lutheran Church	-	-
Communicant Members Received (Jr. Confirmation)	-	-
Self-Exclusion	-	-
<b>Total Membership as of 03/31/2022</b>	331	267
<b>DEATHS:</b>		
Patricia Morse Powell	February 21, 2022 ( <i>see note below</i> )	
<b>MEMBERS TRANSFERRED TO LCMS:</b>		
Ken and JoAnn Kempel	Hope Lutheran Church, Wake Forest, NC 01/18/22	
Carolyn Elizabeth Sutch	Saint Paul's Lutheran Church, Annapolis, MD 03/29/22	

**CORRECTION:**

Patricia Powell was missed being reported in the earlier Statistical Report (1st quarter) that PMC members received. This entry has been added as a correction to the 1<sup>st</sup> quarter report.

## LAY MINISTRY REPORTS

### Reports to the Congregational Assembly meeting of Grace Evangelical Lutheran Church May 15, 2022 // 12:30 PM

*From Treasurer, Donna Gesell*  
May 2022

Financial Report are attached to the ministry reports.

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*From Lay Minister of Education, Bev Hudgins*  
May 2022

During the Sunday School hour these classes have been presented:

- † Discover the call
- † Discover your gifts
- † Identity study during Lent
- † The Easter Challenge during Easter season

Zoom children's Sunday School has continued. Will break during summer. Parents are being surveyed to determine if this will resume in the fall.

A new ministry started for families of children (members and non-members):

- † Grace 4 Kids meets first Saturday of month, 5-7P.

Summer plans include Games in the park in June, water play in the parking lot in July and a backpack event in August.

Members are encouraged to lead a RNM study at church or in the neighborhood where they live.

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*From Lay Minister of Fellowship, Vacant*  
May 2022

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*From Lay Minister of Mutual Care, Barb Tippin*  
May 2022

During the last 6 months, the Deacons/Mutual Care have been working on the following:

- Deacons have continued to meet monthly, typically the third or fourth Monday of the month at 6 PM.
- Deacons are studying the book *Real Faith for Real Life* by Michael Foss. This book focuses on living the six marks of discipleship. Joyce Rea leads our book study.
- Deacons sent personal notes in cards and gift cards to 12 college and military members and friends of Grace in April. Included in each card was a \$10 Starbucks gift card. We are hopeful that ultimately, we can return to sending care packages with homemade goodies again.

- Deacons continue to lift up members, visitors, inactive members and friends of Grace in prayer. We pray for those people both privately and together when we meet.
- Mutual Care/Compassion Ministry mailed Easter cards with an Easter bookmark to our shut-ins.
- Mutual Care/Compassion Ministry plans to have a gift for our teachers on the Miss Mollie's recognition Sunday, May 22.

Mutual Care Ministry also encompasses the following and work in these ministries is ongoing:

- Bereavement Ministry – Specializes in supporting congregation members who have experienced the death of loved ones by offering comfort to those who mourn with Stephen Ministry books. Grace continues supporting Growing Thru Grief throughout the year. Joyce Rea is the Deacon who serves in this special ministry.
- Stephen Ministry – Provides support for congregation members who are struggling with life's difficult problems. There are currently 5 active Stephen Ministers at Grace. Stephen Ministers typically meets each week with their care receivers for an hour or more as needed. If you feel the calling to become a Stephen Minister, please reach out to Joyce Rea, Pastor Brooks, or Joe Wethman.
- Prayer Shawl Ministry – ongoing creation of wonderful prayer shawls to share care, comfort, and the love of our Savior to those who are suffering in various ways. Anyone who can knit, or crochet can be an important part of this ministry.
- Compassion Ministry – Provides cards to our home-bound members at Easter and Christmas. Also provides a card and small gift to college members and Military members two times a year. In the event that meals are needed we help to coordinate those needs.

*From Columbarium Board Chair, Dede Crosmer*  
May 2022

No updates since last Voters Meeting, November 2021

*From Grace House Administrators, Dede Crosmer & Donna Gesell*  
May 2022.

Upstairs of Grace House continues to be used in cooperation with Host Homes program of Duke University Medical Center for family members of patients receiving treatment at Duke who are from outside the Durham area.

Since the last voters meeting, we have had two families.

Areas of concern:

1. sewage back-up, which is in the process of being evaluated
2. current condition of the house in general – considering either having a contractor or home inspector look at the house
3. ceiling in downstairs laundry room still needs to be repaired
4. unidentified electrical problem in the kitchen
5. water leak in the upstairs ceiling
6. downstairs furnace needs to be replaced



*From Lay Minister of Property & Facilities, Mike Hunike*  
May 2022

During the last 6 months, the Properties and Facilities have been working on the following:

1. The stucco repair and painting is done for the sanctuary.
2. The electrical has been fixed for the memorial garden pole light and the outlet has been moved up for easier access with a switch to cut power if needed. Thanks Joe Milko.
3. Choir loft lights (2) not working it's not a bulb electrical problem.
4. Have to fix laundry room in Grace house from plumbing repair
5. Looking to get wood to lay down to vacuum air duct top in sanctuary to get webs removed.
6. Still working on painting railing around the church.
7. Filter order staying with replacing them every three months.

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*From Lay Minister of Stewardship, Tom McGill*  
May 2022

Since November we have met every month except December (for Christmas) and April (for Easter).

We are working on getting film ready for the Narthex on the use of time, talent, treasure, and generously, for the betterment of Grace Church.

A private pledge card to go out in June. Not to be returned – but for all to understand how we actually performed as compared as to how we planned.

Still working on how we reach the unchurched in our neighborhood with special focus on under 50's and families (20-30) year-olds.

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*From Lay Minister of Worship, Geoff Heintzelman*  
May 2022

- Worship continues to livestream the 11:00 service, making continuous improvements. Please contact Geoff Heintzelman with any feedback on the livestream. Thanks to John Kolba for working on this aspect of our worship service.
- Worship team and Altar Guild coordinated all worship services, including Longest Night and Saturday Easter Vigil. Thanks to Pastor Brooks, the office, and all members of the altar guild (led by Dede, Donna, and Amy)
- Assignments for Altar Guild, readers, ushers, greeters, etc. are continuing to be made by an automated program and it is going very smoothly. Chris Wethman has been doing this for quite some time. If you are interested in helping out with this important part of our life together, please let me know. Thanks to all who serve as readers, ushers, and greeters
- Our choir is back up and running! Thanks to Jenna for coordinating our music program with Chase.
- *Our team: Donna Gesell, Amy Robertson & Dede Crosmer, Pastor Brooks, Geoff Heintzelman, John Kolba, Richard Kuehn, Barbara Stiles, Barb Tippin, Mo Walston, Chris Wethman, and Jenna Young.*

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*From Task Force for Ministry Options and Space Utilization Report, Gary Stuhlmiller  
May 2022*

A task force has been formed to consider the best ministry uses the space created by the closing of Miss Mollies School of Grace later this month.

The task force consists of Renee Gilman, Robert McElfatrick, Kayla Robinson, Chris Wethman and Gary Stuhlmiller, Chairperson. Pastor Brooks is the resource person for the task force.

The task force has met three times so far.

The overarching goal of this task force is to find ministry possibilities which will both positively impact our nearby neighbors and encourage meaningful involvement by members of the congregation.

We are in the process of meeting with already existing ministry partners, (Durham Early Head Start, Walltown Ministries, Duke Lutherans, Gateway Women's Care) and with other community groups (Samaritan Health Center, etc.) to learn how they might benefit from use of the space, and how we, as a congregation, may be actively involved.

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OVERALL BUDGET 2022

Ministry	2022 Budget	2022 Add. Giving	2022 YTD Expenses	Remaining
Administration	261,131.24		66404.47	194,726.77
Education	4,800.00		1124.93	3,675.07
Fellowship	1,200.00		723.61	476.39
Mutual Care	2,635.00		569.99	2,065.01
Outreach	18,900.00		696.33	18,203.67
Pastoral	8,150.00		0	8,150.00
Properties & Facilities	55,880.00		12485.62	43,394.38
Stewardship	300.00		0	300.00
Worship	10,500.00		1058.87	9,441.13
Totals	363,496.24		83063.82	280,432.42
Quarterly Budget	Quarter #1	Quarter #2	Quarter #3	Quarter #4
Income:				
General Envelopes	70890.53			
General Plate	405.00			
Miscellaneous	169.21			
Total	71464.74			
Running Total		71464.74	71464.74	71464.74

ADMINISTRATION

Item	2022 Budget	Total Addition al Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
Archives	100.00						0	100.00
Computer Equip/Services	1000.00		1500.33				1500.33	-500.33
Software Support/Training	1000.00		31.99				31.99	968.01
Equipment Lease/Overage	8600.00		2983.14				2983.14	5616.86
Office Supplies	2400.00		453.11				453.11	1946.89
Website Hosting	400.00						0	400
Council Leadership	1000.00						0	1000
Internet/Telephone	5200.00		1264.87				1264.87	3935.13
Fire/Casualty Insurance	10540.00		3050.5				3050.5	7489.5
Worker's Comp Insurance	1370.00		335.75				335.75	1034.25
Miscellaneous	1000.00		449.25				449.25	550.75
Salary Expense (Paychex)	1900.00		544.53				544.53	1355.47
Security/Saftey	300.00		60.00				60	240
Postage	1600.00		254.00				254	1346
Communications	1578.00		331.57				331.57	1246.43
<b>Staffing Expenses</b>								
Salaries	141391.08		34266.00				34266	107125.1
Housing Pastor	20400.00		5100.00				5100	15300.00
Employer SS	4790.00		1210.74				1210.74	3579.26
Employer MC	1120.00		283.14				283.14	836.86
Health Insurance	43859.28		10964.82				10964.82	32894.46
Retirement	9398.04		2774.52				2774.52	6623.52
Disability	2184.84		546.21				546.21	1638.63
<b>Total</b>	<b>261131.24</b>		<b>66404.47</b>				<b>66404.47</b>	<b>194726.77</b>

EDUCATION

Item	2022 Budget	Total Additional Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
Education Materials	1500.00	2.00	534.24				534.24	967.76
Confirmation	600.00						0	600.00
Portals of Prayer	300.00		53.25				53.25	246.75
Library (Resource Ctr)	1000.00		160.89				160.89	839.11
New Member Packet	500.00						0	500.00
VBS							0	0
Teen Activities	400.00		140.00				140	260.00
Em. Grace Materials	500.00		236.55				236.55	263.45
<b>Total</b>	<b>4800.00</b>		<b>1124.93</b>				<b>1124.93</b>	<b>3675.07</b>

Additional Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4
Book Nook	2.00			

FELLOWSHIP

Item	2022 Budget	Total Addition al Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
Picnic Shelter Rental	20.00						0	20.00
Pantry Supplies	600.00		69.78				69.78	530.22
Food	400.00		226.27				226.27	173.73
Coffee Cart	100.00						0	100.00
Miscellaneous	80.00		427.56				427.56	-347.56
Small Groups Wed							0	0
<b>Total</b>	<b>1200.00</b>		<b>723.61</b>				<b>723.61</b>	<b>476.39</b>

MUTUAL CARE

Item	2022 Budget	Total Additional Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
Stephen Ministry Books	275						0	275
Stephen Ministry Leader's Train.							0	0
Deacons Cont. Education	150						0	150
Care of Baptized Children Bibles	120		49.78				49.78	70.22
Greeting Mugs/Magnets	150						0	150
Grief Books/Postage	350		169.84				169.84	180.16
Growing Thru Grief Dues	300		300.00				300	0
Compassion Christmas	120						0	120
Compassion Ministry Easter	120		33.23				33.23	86.77
Compassion Teacher Appreciation	120		17.14				17.14	102.86
Boxes/Mailing College/Military	550						0	550
Care Packages Prayer Shawl	380						0	380
Postage								
<b>Total</b>	<b>2635</b>		<b>569.99</b>				<b>569.99</b>	<b>2065.01</b>

**OUTREACH**

Item	2022 Budget	Total Addition al Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
District/Synod Share	15000.00						0	15000.00
Urban Ministries	400.00						0	400.00
Duke Lutheran Ministry	700.00						0	700.00
Youth Servant Event	1000.00						0	1000.00
LWML	500.00		75.00				75	425
GLC App (1/3)	400.00						0	400
Grace House	500.00						0	500
New Ministry	400.00		316.39				316.39	83.61
Outreach								
Miscellaneous			304.94				304.94	-304.94
<b>Total</b>	<b>18900.00</b>		<b>696.33</b>				<b>696.33</b>	<b>18203.67</b>

Easter Challenge



PASTORAL

Item	2022 Budget	Total Addition al Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
Continuing Ed	800.00						0	800.00
Books	500.00						0	500.00
Discretionary Fund	250.00						0	250.00
Professional Expense/Org	450.00						0	450.00
Pastoral Conference (local)	750.00						0	750
SED Conference 2018 (every 3yrs)							0	0
Kuehn Continuing Ed	400.00						0	400.00
Subatical Fund	5000.00						0	5000
<b>Total</b>	<b>8150.00</b>		0				0	<b>8150.00</b>

**PROPERTIES AND FACILITIES**

Item	2022 Budget	Total Addition al Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
<b>Church Maintenance:</b>								
Cleaning Service	8500.00		2816.00				2816	5684.00
Exterminator	340.00		84.00				84	256.00
Supplies	1800.00		191.18				191.18	1608.82
Maintenance/Service	10000.00		132.66				132.66	9867.34
A/C Contract	1000.00		668.75				668.75	331.25
<b>Church Utilities:</b>								
Electric	10500.00		2857.47				2857.47	7642.53
Gas	2400.00		1058.27				1058.27	1341.73
Water/Sewer	2400.00		559.28				559.28	1840.72
Grace House Mortgage	12600.00		3146.88				3146.88	9453.12
<b>Grace House Maintenance:</b>								
GH Exterminator	340.00		56.00				56	284.00
Maintenance/Service	3500.00						0	3500.00
<b>Grace House Utilities:</b>								
GH Electric	1000.00		395.55				395.55	604.45
GH Gas	1100.00		406.22				406.22	693.78
GH Water/Sewer	400.00		113.36				113.36	286.64
<b>Total</b>	<b>55880.00</b>		<b>12485.62</b>				<b>12485.62</b>	<b>43394.38</b>

STEWARDSHIP

Item	2022 Budget	Total Addition al Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
Educational Material	150.00						0	150.00
Postage Phone Tree	120.00						0	120.00
Misc. Supplies	30.00						0	30.00
Total	300.00		0				0	300.00

WORSHIP

Item	2022 Budget	Total Addition al Giving	Quarter #1	Quarter #2	Quarter #3	Quarter #4	YTD Total	Balance
Altar Guild	900		158.87				158.87	741.13
Copyright License	1000		300.00				300	700
General	200						0	200
Guest Musicians	1500		200.00				200	1300
Instrument								
Tuning/Repair	1900						0	1900
Music	500						0	500
Committee Study	100						0	100
Worship Resources	1200						0	1200
Supply Pastors	1200		400.00				400	800
Equipment/Livestre	2000						0	2000
<b>Total</b>	<b>10500</b>		<b>1058.87</b>				<b>1058.87</b>	<b>9441.13</b>

Special Funds

NAME	1-Jan	Quart #1 Income	Quart #1 Expense	Quart #2 Income	Quart #2 Expense	Quart #3 Income	Quart #3 Expense	Quart #4 Income	Quart #4 Expense
Miata Puerto Rico		140	0						
<b>Balance</b>	0		140.00						
Shepherd's Tent		6567.99	21191.40						
<b>Balance</b>	20319.64		5696.23						
St. of Grace		84.26	0						
<b>Balance</b>	46778.99		46863.25						
Mitchell Endow		6750.84	5634.57						
<b>Balance</b>	53876.95		54993.22						
Benevolence			1746.20						
<b>Balance</b>	6666.73		4920.53						

