

**St. Paul UCC Church Council  
Special Meeting  
October 7, 2007**

A special council meeting with Rev. Dan Busch occurred immediately following worship service. Rev. Busch offered an opening prayer and requested introductions.

Rev. Busch explained that he is usually called in when a church is in transition. He asked for input on what feelings people were experiencing and distributed a guide, "Our Pastor is Leaving." He emphasized that during this transition time it's important to maintain an attitude of confidence and hope. He also stressed that the answer is clearly "no" when the question is raised of a former pastor coming back for weddings, funerals, etc.

Rev. Busch distributed a copy of tasks and guidelines of a search committee. He reminded everyone that St. Paul is fortunate to have secured Rev. Matthews as a full-time interim which will allow ample time to conduct a search with no need to rush. St. Paul will receive profiles of ministers who are interested in our church; the Association will also do the final background check.

Rev. Busch also distributed and discussed several other handouts, including compensation guidelines and financial implications. He reminded council that we are required to stay within the UCC when searching; we are not allowed to look outside the denomination.

With a reminder that the entire congregation should "be open to surprises" when searching for a new pastor, Rev. Busch offered a closing prayer and the meeting was adjourned.

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Lisa Davidson, Secretary

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Tom Thieman, President

**St. Paul UCC Church Council Meeting  
October 9, 2007**

The meeting was called to order by President Thomas Thieman with 16 members present including: Tom Thieman, John Voess, Lisa Davidson, Janice Schroer, Roland Dicke, Joyce Holdren, Greg Maurer, Ralph Plattner, Betty Dietrich, Norm Holcomb, Don Scheer, Cheryl Barlage, Shirley Henegar, Virginia Kuenning, Brice Schmitmeyer, and Rev. Matthews. Meditation was provided by Cheryl Barlage.

**Secretary's Report**

Minutes of the September 11, 2007 meeting were reviewed. Tom Thieman requested that the Announcements section should have a date correction. The notes should read Oct. 1, not Oct. 25, Rev. Matthews takes full service. With no other corrections, Brice Schmitmeyer made a motion to accept the minutes as corrected. Ralph Plattner seconded and the motion was approved.

**Treasurer's Report**

The Fund Activity Report for September was available for review. Tom Braun was present to review it for the council. The contributions for September, which included five Sundays, were \$20,403.43. Expenses for the month were \$17,144.54, which resulted in a surplus for the month of \$3,258.89. The Year-to-Date deficit was reduced to \$14,801.47. Tom Braun noted that income and expenses are very similar when compared to last year at the same time, and that Year-to-Date expenses are under budget by about \$7,800. Norm Holcomb made a motion to accept the Treasurer's Report as written. Betty Dietrich seconded the motion, and council approved.

**Committee Reports**

**Catch the Vision** – No meeting has occurred as the team is waiting to see what will be needed as the church goes through transition.

**Membership Committee** – No meeting has occurred.

**Mission Report** – Rev. Matthews reported that she had attended the most recent Mission Team meeting, where current and future projects were discussed.

**Worship Report** – Janice Schroer reported that the Worship Committee met on October 2 with eight members present. At this meeting, it was suggested that a Suggestion Box be placed inside the front door of the Sanctuary for anonymous ideas to be submitted. A basket should be placed there as well for personal prayer requests.

Janice also reported that Worship Committee had set December 16 as the Sunday School Christmas program, which will replace the morning worship service for the day, instead of being presented in the evening as in previous years. Also, the location will change from the Auditorium to the Sanctuary.

**Director of Youth Ministry** – Tom Thieman reported that for the future he will either invite Carrie Cutlip to be present for council meetings or give her the option of submitting any reports or requests that she would like to be presented to council. Tom Thieman also reported that Carrie, Michelle Suchland, and Shelby O'Neill will be attending the National Youth Workers Convention in Atlanta as discussed at the September council meeting. Also, someone has stepped forward and already offered to pay the seminar tuition for these attendees.

#### **Other Reports**

**Board of Christian Education** – Greg Maurer reported that the Board had purchased new materials, and that the next meeting would be at the coffee shop to honor the teachers who have so generously served for years. Tom Thieman suggested that we also need to take the opportunity to honor those teachers in front of the congregation as well. The issue of the upkeep of the service plaques in the hallway outside the church office was also discussed. It was originally intended that the Board of Christian Education would be responsible for updating the plaques. Greg Maurer will report this at the next board meeting.

**Deacon Report** – Don Scheer had nothing new to report.

**Elder's Report** – Janice Schroer thanked everyone for working so well together on Communion Sundays. It was suggested that using plastic communion cups more often should be an option to lessen the clean-up duties.

**Trustee Report** – Roland Dicke reported that he has contacted someone regarding waterproofing the bricks and should receive a quote within a week. He also clarified the location of the sidewalks that need leveled with dirt to avoid trips and falls.

**Rev. Matthews' Report** – Rev. Matthews reported that she began work on October 1 and is delighted to be here. She has made trips to two of the area hospitals and has met with numerous committees. A meeting is planned to become acquainted with the area clergy. She has already conducted a funeral. She has already met with the eight confirmands and their parents and outlined their Wednesday class schedule and the requirement of attending every church service and taking notes, as well as some Saturday meetings and field trips.

Tom Thieman welcomed Rev. Matthews on behalf of the church and remarked that she has been busy on the job since the moment that she arrived.

#### **Old Business**

**Update on Visual Technology** – This issue will remain tabled for now.

**Parking Lot Update** – The East parking lot project has been completed. Tom Thieman has reported that he hasn't heard anything more about the South parking lot; however, his recommendation is to wait until the spring to proceed.

**Nominations for 2008 Council** – There were no nominations yet; however, five deacons, a junior elder, a trustee, a secretary, and a vice president are needed.

**Update on Stained Glass Windows** – Tom Thieman has received a written narrative from Karl Mesloh of the history of the making of and the meaning behind the stained glass. Norm Holcomb will look into having a plaque made so the history remains. Rev. Matthews commented that this is a nice addition to the other information the confirmands will learn about St. Paul.

**Update on Parsonage Cleaning** – Tom Thieman reported that the rugs have been cleaned and will not need to be replaced. However, the volunteers determined that a professional crew was necessary to clean the parsonage. Bids were solicited and Tom Thieman approved one for \$800 to clean the house and windows. The stove cleaned up nicely, and Gilberg Furniture is trying to locate a new handle. The dishwasher racks will need replaced, though, and Gilberg's recommends that replacing the dishwasher is more cost effective. The garbage disposal is in need of repair or replacement. A water filtration system under the kitchen sink is being checked out; it may have been installed at a time when the municipal water wasn't the quality that it is today, so it may just need to be removed. Some touch-up painting is necessary, and maybe some ceilings, if they don't come clean. Trash and recycling are being removed. Power washing is scheduled for the outside. One screen door has been replaced and one has been removed.

**Amy Stuhlemmer** – Kurt Stuhlemmer submitted a letter of resignation from his deacon position due to the fact that he was transferred to nights at his job and has had to miss council meetings. He requested that council appoint his wife Amy to replace him, and that he would still like to be involved in any way. Brice Schmitmeyer made a motion to accept the letter of resignation. Ralph seconded, and the motion was approved. Then Norm Holcomb made a motion to appoint Amy Stuhlemmer to finish the remainder of Kurt's term as deacon. Don Scheer seconded, and the motion was approved.

### **New Business**

**Budget Committee** – The Budget Committee met several times to examine the current financial picture and future expenses. They developed a budget which was proposed to council. After reviewing and discussing, Brice Schmitmeyer made a motion to accept the proposed budget to present to the congregation at the December 9 meeting. Greg Maurer seconded, and the motion was approved.

**Ideas for Search Committee. How should this be selected?** – Tom Thieman summarized some of the key points that Rev. Dan Busch covered at the special meeting on Sunday, October 7, 2007. He announced that John Voress, Norm Holcomb, Joyce Holdren, and Cheryl Barlage will assist him in selecting a search committee of seven to nine people. Norm Holcomb suggested choosing nine people so that when schedule conflicts occur, there should still be enough members present to effectively function. After a short discussion, Norm Holcomb made a motion that the selection committee should be charged with the duty of choosing nine people to comprise the search committee. Brice Schmitmeyer seconded the motion; motion carried.

**Should trees on the north side of the Educational Building be removed?** – Tom Thieman posed this question to the trustees who have already looked into the matter and determined that two trees will need to be removed, with the suggestion of planting something new in the spring.

**Will need someone to lock up at night** – Rev. Matthews doesn't think this is something the minister should do. Ralph Plattner volunteered to take on the duty. Tom Thieman thanked him and will ask Larry Kuhn to be a back-up.

**Credit Card for Director of Youth Ministries**  
Carrie Cutlip had requested that the church provide her with a credit card to use directly instead of using her own and submitting charges for reimbursement. This is necessary especially for travel or tuition, or when purchasing supplies using the internet. Council discussed the best way to implement this. Brice Schmitmeyer made a motion for St. Paul to acquire a credit card with a \$5,000 limit that would be kept by the church secretary and that Carrie would have permission to use as necessary. Her name should also be added to the approved spender's list at Howell's and True Value. Norm Holcomb seconded the motion, and the motion carried.

### **Announcements**

**Oct. 13<sup>th</sup> & 14<sup>th</sup>** – Rev. Matthews' first Weekend of services at St. Paul

**Nov. 3** – Wing Ding

**Nov. 4** (subject to change) – Stewardship Speaker

**Nov. 11** (subject to change) – Stewardship Sunday

**Dec. 9** – Congregational Meeting to present Budget and new Council members

A thank you note was received from Gordon, Stacy, Isaac, Aubrey, and Ian Fairchild for the monetary gift to help with gas and food expenses incurred in the travel for their son's surgery.

A letter was received from Judy Voress requesting a reinstatement of her membership to St. Paul UCC. She had been a member before moving to Texas, and would like her membership reinstated as she is returning to the area more frequently. The membership records are being reviewed.

With no other business to discuss, Virginia Kuenning made a motion to adjourn. Cheryl Barlage seconded, and the meeting was adjourned with the Lord's Prayer.

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Lisa Davidson, Secretary

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Tom Thieman, President