

Mount Zion Evangelical Lutheran Church Waterloo, Ontario

Minutes of Annual General Meeting February 6, 2011

Our Mission Statement: We are a welcoming, caring community, called by Christ, and enabled by the Spirit to share God's love by living our faith.

Call to order/Opening Devotions

- Dave Heldman, Congregational President, called the meeting to order at 11:15 a.m. with an opening devotion and reading
- 114 congregation members were in attendance at the meeting and a quorum was present
- Hank Bax, Church Treasurer, was introduced to the congregation

Adoption of the Agenda

- Motion was made to adopt the agenda as provided
- M/S/C: Gilles Lamothe/Marg Waechter/All

Minutes of the 2010 Annual General Meeting

- Motion was made to accept the 2010 AGM minutes as provided
- M/S/C: Art Schelter/Jim VanHemmen/All

Reports

- Motion was made to accept the reports as provided and for information:
 - Council President report
 - Pastors' reports
 - Worship Ministry report
 - Learning Ministry report
 - Witness Ministry report
 - Service Ministry report
 - Support Ministry report
 - Parish Statistics report
- M/S/C: Henriette Stumper/Tim Ehrlich/All
- Judi Harris commented that Committees are struggling to find volunteers, as there have been numerous calls for volunteers especially Stewardship and Health Council. As a congregation, we all need to be aware of these struggles and do more where we can.
- Judi Harris asked for clarification regarding the membership of the Mutual Ministry Committee. Pr. Krister identified the Committee members as Jim Widdecombe, Pauline Poole, Karen Gastmeier, and Kirk Swanson who is the Council Liaison.
- Ed Riegert asked for clarification on the responsibilities of the Staff Support Committee and how these are different from the responsibilities of the Mutual

Ministry Committee. Ed also asked if the creation of this new committee was brought to Council or the congregation for comment since Mutual Ministry used to do what Staff Support is now doing. Dave Heldman explained Mutual Ministry brought the suggestion of a Staff Support Committee to Council. Mutual Ministry felt their responsibility was to help the Pastors with concerns and to take these to Council or the congregation. The Staff Support Committee was created so all paid staff would have someone to speak with and to bring their concerns forward as needed. Chris Kosumovic and Donna Harris make up the Staff Support Committee.

- Richard Crossman asked for clarification regarding the procedures that were followed for the creation of the Staff Support Committee and the change in terms of reference for the Mutual Ministry Committee. Dave Heldman reported these changes brought forward to Council and Council approved the change. Richard asked why the congregation had not been notified of the proposed change.
- Dennis Eaton commented he was a member of Mutual Ministry at the time of the proposed change and it was identified that a great deal of the Committee's time was spent on salaries and contracts and not on mutual ministry. Dennis explained this was the reason Mutual Ministry suggested the creation of a Staff Support Committee to handle issues dealing with staff salaries and contracts. Dennis reported that since Council is representing the congregation there was no need to bring the discussion to the entire congregation.
- Richard Crossman commented he felt for the sake of transparency the change in terms of reference for Mutual Ministry and the creation of a Staff Support Committee should have been brought to the entire congregation for discussion.
- Ginny Ehrlich commented that the creation of a Staff Support Committee should have been brought to attention of the congregation since Mutual Ministry should not be just for the pastors, as all staff require mutual ministry.
- Chris Kosumovic read the Staff Support Committee terms of reference for clarification. Chris explained the Committee is charged with providing support to the non-pastoral staff. These individuals in the past have not had a place to go for support or a process for bringing their questions or concerns to Council or the congregation.
- Dave Heldman also notified the congregation that the full complement of Council members has been made for 2011 however the finance committee will need a chairperson and many committees need volunteers/members.
- Judi Harris asked for clarification regarding the parish statistics report. Judi wondered why some members were removed from the roster and was this at their request. Pr. Krister explained these individuals were removed either at their request or because they had not received communion or made a donation in the last two years as outlined in Mt. Zion's constitution requirements to be a member.

- Judi Harris asked for clarification regarding the 2010 statistic of 240 children as members. Pr. Krister explained there are actually four different lists of church members. The number of children was based on the ELCIC list submission of baptized children, but some may not necessary attend services regularly. Pr. Krister reported that a more accurate is list being worked on and will be available next year. Dave Heldman reported there has been no formal role for Mt. Zion to follow-up with baptized children. Pr. Krister reported that Betty Behm, Parish Nurse, would be restarting a group for mothers of newly baptized children this spring. She has previously run this group in the congregation.

2010 Financial Report

- Motion was made to accept the 2010 financial report as provided
- M/S/C: Mel Schmidt/Cam Ballantyne/All
- Jim VanHemmen reported that 2010 was a challenging year financially for Mt. Zion as the deficit increased from 2009. The deficit at the end of 2010 was \$17,258. Jim thanked everyone for increasing their offerings this past year to help reduce the deficit.
- Jim reported the 2010 actual receipts has been the second best year for Mt. Zion and most Committees stayed within budget. The introduction of the HST has had an impact on increasing some expenses but overall expenses were kept under control. All expenses were normal operating expenses.
- Richard Brubacher asked for clarification on the \$23,623 line item labeled “other receipts”. Jim explained this is a miscellaneous line item for all uncategorized income and unexpected items where there is no line for the item. Jim identified that Council has asked for a finer breakdown of this line item in future financial reports. A similar line item exists in the expenses column and this included food vouchers and Pr. Krister’s moving expenses that had been paid in 2010 even though he arrived in 2009.
- Melissa Dolbeer asked for clarification of the difference between honoraria and pastoral supply/extra staff costs in Ministry Support expenses. Dave explained honoraria expenses go to the Schweitzer sisters for collating and distributing the Mountaineer and pastoral supply/extra staff costs is for pastoral coverage.
- Jim noted a correction to page 29 of the report under Special Appeals. The dates should be 2009 and 2010 not 2010 and 2011.
- Jim explained there was a shortfall in benevolence disbursements in 2010 and envelope receipts were lower than expected. Council approved that the endowment earnings for 2010 be used to cover the shortfall.
- Jim noted a correction on page 30. The \$26,040 should be in the line capital improvements and not equipment purchases. A roof repair of \$12K and renovations to the Dawson Street homes was needed resulting in the \$26K expenses.

- Jim explained the summary of special funds which included Music on the Mount, mortgage, and youth funds. The mortgage has been paid so any remaining funds to the mortgage were transferred to capital resulting in a zero balance.
- Jeff Harris asked for clarification regarding the \$5K held for prepaid refugee expenses on page 31. Jim reported this money was held in a separate account is not reflected in Mt. Zion's overall deficit.

New Business

a. Proposed 2011 Budget

- Motion to approve the 2011 "expected" budget as provided.
- M/S/C: Jim VanHemmen/Tim Erlich/All
- Jim VanHemmen explained the finance committee advised an expected budget and a maximum budget be created to more accurately reflect 2011 expenses since Pr. Tanya will be on maternity leave until August 31, 2011 but to also not lose sight of what will be needed in 2012 when Pr. Tanya returns full-time.
- Jim reported that all pastoral salaries were increased according Synod recommendations and benefits were calculated based on salaries. Scott's salary was increased to maintain the commitment for his salary to be at a certain level and that is shown in the budget line for his salary. Overall, Committee budgets were maintained in the 2011 budget except for a few exceptions as noted in the proposed budget.
- Jim reported a \$100K line of credit was obtained to cover any expenses in emergency situations. Overall, an additional \$646 will be needed in 2011 to meet the "expected" budget.
- Gerry Roeder asked for clarification on behalf of his mother if custodial staff has a list of duties or job description and who is responsible for performance review of custodial staff. Mrs. Roeder then asked why the auditorium has not been scrubbed in 18 months. Chris Kosumovic explained there is an outline of duties for custodial staff and performance reviews are conducted for staff who request a review. Chris indicated she will look into the auditorium cleaning.

b. Proposed Bylaw Change

- Motion was made to bring forward the motion to change the original proposed bylaw that had been tabled for discussion at the AGM last year.
- M/S/C: Alfred Brunger/Judy Penteker/All
- Alfred Brunger brought to the attention of the meeting items on page 1,2 and 34 in the Bulletin of Report and explained that the proposed By-law # 1 presented at last years Annual General Meeting had been tabled for review and reworking to be brought back again this year. In particular the meeting last year had asked that Section 9.31 be rewritten. Council proposed the new wording of 9.31 (page 34 in the Bulletin of Report) as outlined in the approval letter from the Eastern Synod.

- Motion was made to adopt the new wording of 9.31 to read as stated on page 34 in the Bulletin of Report.
- M/S/C: Alfred Brunger/Gerry Roeder/All
- Alfred explained the proposed Bylaw # 1 will replace the existing Bylaw # 1 if the motion to adopt is passed. The changes to the different by-laws were explained in detail at last years Annual General Meeting.
- Motion was made to adopt the amended Bylaw # 1 as proposed.
- M/S/C: Alfred Brunger/Gerry Roeder/All

c. Election of Council Members

- Helga Juergensen introduced nominated Council members:
 - Tim Erhlich
 - Dorothy Hobson
 - Gilles Lamothe
 - Judi Harris
 - Shawn Rogers
 - Coralee Jyrkama
 - Helga Juergensen
- Dave Heldman asked for any additional nominations.
- Motion made to close nominations.
- M/S/C: Art Schelter/Willie Nassau/All

d. Other Business

- Gerry Roeder identified stewardship as an issue for Mt. Zion and the need for people to get involved with this Committee. Gerry explained the committee currently has just two members and if others are interested to contact him, as the committee will be meeting next month.
- Gerry also identified the need for Ushers and anyone interested to contact him.
- Gerry thanked Pr. Krister for his work in the congregation and for the extra work done while Pr. Tanya is on maternity leave.
- Ginny Erhlich thanked Director of Music, Scott Knarr and Parish Nurse Betty Behm for all they do for Mt. Zion because much of their work is “behind the scenes” and many people probably do not see all the extra things they do to ensure Mt. Zion functions effectively.
- The Installation Service for the new Church Council took place.
- Hymn # 546 To Be Your Presence was sung

Adjournment

- Motion was made to adjourn the Annual General Meeting.
- M/S/C: Anne Woolner/Art Schelter/All

