

Zion Lutheran Church Congregational Planning Council –				September 19, 2023
Meeting Notes				7 PM, Chapel.
In Attendance:	Pastor Dave Christina Pavlock Aaron Wagner	Sharon Collins Mike Jones Lee Augustine Sue Swope	Bev Green (via Zoom) Deb Bunnell John Mancinelli Jim Conway	Absent: Ken Streilein Elizabeth Saigaities
Call to Order/Welcome			Aaron Wagner	
Devotion/ Blessing			Pr. Dave – Matthew 20:1-16, Grace and work.	
Minutes of Last Meeting-Approval for Accuracy			Changes: Under Property - Change “ <i>The capital campaign fund has increased to over \$61,000.</i> ” to <i>The capital campaign available funds have increased to \$61,000.</i> 1st: Mike Jones 2nd: Jim Conway Approved: Yes	
Treasurer’s report – Jim Conway			Changes: None 1st: John Mancinelli 2nd: Christina Pavlock Approved: Yes Comments: For the month of August, income was greater and expenses were less in 2023 than they were in 2022.	
Pastor’s Report - Pr. Dave			Accepted as read . Comments: Pastor Dave has been traveling to the Somerset area for Synod Reconciliation meetings. There are several synod churches with pastoral vacancies, including Duncansville.	
Ryan’s Report			Ryan distributed to CPC via email.	
UPDATES				
Capital Campaign Work - Mike Jones Kitchen design will start after the 1st of the year. Pledges are coming in at the expected rate. The first floor bathroom remodel will take place at the same time - made possible by the donation of appliances by Sheetz.				
Constitution Working Group - Aaron Wagner There is the possibility of adding a youth at-large member to CPC. Early in the year, well before the congregational meeting, there will be a draft for CPC to approve.				
Safety and Security Team Working Group - submitted comprehensive recommendations which CPC will revisit after reading again before the next meeting. See New Business also.				
Board Reports				
Children & Youth – Elizabeth Saigaities		No report, will reconvene in a week or so.		
Adult – Sharon Collins		There will be a chili cook-off on Super Bowl Sunday, Feb. 11, 2024.		

Worship – Deb Bunnell	<p>Harvest Home Sunday will be Oct. 15, with Land and Seasons liturgy. A food drive will be coordinated with Stewardship Board. Decorating will occur starting at 9 AM Oct. 14.</p> <p>With a Temple Talk and sign-up sheets, Worship Board will try to recruit more volunteers.</p> <p>On December 2, we will decorate the sanctuary for Christmas starting at 8:30 AM.</p> <p>Pr. Dave will try a short service called Holden Evening Prayer each week in Advent.</p> <p>A Blue Christmas service will be held on Dec. 21, which moves December's CPC meeting to Dec. 14. Aaron Wagner will not be here, but Ken Streilein will run the meeting.</p> <p>December 24 is a Sunday. Due to the 3 Christmas Eve services, we will just have one Sunday morning service, at 9:30 AM.</p>
Finance – Jim Conway	Notes: As reported . There will be an audit on October 4.
Property – Mike Jones	Notes: Signs in the parking lot will be there soon. October 21st is a workday. Chuck Kormansky will supervise shrub removal. Dead tree removal from the cemetery is complete.
Stewardship – Ken Streilein	Not scheduled yet is a different approach to the time & talent survey. Instead of checkboxes, it will be in narrative form.
Continuous Church Improvement – John Mancinelli	Notes: No report.
Communication – Christina Pavlock	<p>Notes: The Advent Devotional is ready for sign-ups.</p> <p>The board intends to increase our presence on Facebook, and keep the congregation updated on the capital campaign.</p> <p>We can reach the Communication Board at news@zionholidaysburg.org</p>
Outreach -Lee Augustine	Notes: We have made over 1,000 meals to date for the Altoona Drop-In Center. 2 days a month, we make food in the kitchen. Check the Giving Tree for supplies to buy, which are needed even more than kitchen help. Lee is looking for more service ideas.
At Large – Bev Green Sue Swope	Bev asked if there was an update on the Bridge of Hope Family. Lee Augustine and Pastor Dave mentioned the car insurance and also that they seem to be doing well and moving forward.
<i>Business Items</i>	
Unfinished/Old Business	Notes: No report.

<p>New Business: Health and Safety, Security</p>	<p>Sue Swope reported on Health Safety . All the following are in need of updating with new supplies: the Zoll AED (defibrillator) (replacement pads have been ordered), 2 First Aid kits in the building, 1 First Aid kit for camp, 1 First Aid kit for the van. Our wheelchair is serviceable.</p> <p>We could use new signage to show where these are located, and mention them in the newsletter, and at the congregational meeting.</p> <p>Although the AED does self-checks every week, one of our 3 nurses (Sue Swope, Michele Lloyd, Connie Counsman) will also check it every week.</p> <p>A good policy would be to write an incident report each time a first aid kit is used.</p> <p>There is a class that can be taught to groups about food safety for volunteers called Cooking for Crowds that might work for us.</p> <p>Stocking Narcan was discussed; we may not want the responsibility.</p> <p>Pastor Dave suggested a line item in the budget for health expenses come under Property Board.</p> <p>We need to figure out Security procedures. Do we lock the door after the service starts? We would need a human at the door for latecomers. We seek a balance between secure and welcoming.</p> <p>Aaron Wagner suggested we occasionally have fire drills, and danger drills. We need an evacuation plan. There should be someone responsible to call 911. We could have cameras at entry points. It is important for Todd to be able to recruit ushers for our safety in addition to their more routine jobs. Perhaps Ken Streilein can help with recruitment.</p>
<p>New Business: Continuing Resolutions</p>	<p>Continuing Resolutions for Property Board, and Worship Board were approved. The CR for Finance and Human Resources was approved after changing <i>Evangelical Lutheran Church</i> to <i>Evangelical Church in America</i>. Pastor Dave - motioned, Sue Swope - seconded, all approved.</p> <p>Other CRs should be ready for approval at the next meeting.</p>
<p>Lord's Prayer Adjournment Go in peace to love and serve our Lord!</p>	