

Executive Committee Meeting

Date: Monday, October 31, 2016

In Attendance: Pr. Short, Pr. Weinhold, Sue Prescott, Kevin Rizzo, Jay Cessna, and Denise Steele

Unable to Attend: N/A

Topic	Discussion Points to Note	Actions, Decisions, Recommendations
Call to Order	The meeting began at 6:00pm, and Pastor Short called the meeting to order.	Noted
2016 Thrivent Choice Dollars	<p>An update on Thrivent Choice Dollars in 2016 shows that Trinity has received \$2600 as of today. With more agencies eligible to receive Thrivent Choice allocations, Trinity has actually seen a slight increase in the amount designated to the church by Thrivent members.</p> <p>The funds were earmarked for four projects:</p> <ul style="list-style-type: none">✚ Financial support for Trinity campers at Camp Sequanota✚ Support of the free community dinners✚ Expansion of Faith & Fun ministries✚ AV/Amplification upgrades in Trinity Hall and/or the Nave	<p>Even with more agencies eligible to receive Thrivent Choice allocations, Trinity has actually seen a slight increase in the amount designated to the church by Thrivent members.</p> <p>The funds have been utilized for these four areas in 2016.</p>
2017 Parish Ministry Budget Preparations - Personnel	The proposed 2017 salaries and benefits for the pastors and congregational employees were reviewed. The committee looked at the wages for all positions in reference to the Allegheny Lutheran Synod's minimum salaries & benefits, seniority and other criteria. The employees include pastor, associate pastor, secretary, children's ministries, musicians, sexton, and staff-related expenses.	Kevin Rizzo made a motion to accept forwarding the 2017 compensation & benefits proposal based on a modest 1.9% overall increase. Denise Steele seconded the motion, and it was unanimously approved.
2017 Parish Ministry Budget Preparations – Administration and Office	The proposed 2017 Parish Ministry budget for administration and office expenses were reviewed. The committee looked at current and historical expenses for utilities, office supplies, advertising, web support, administrative fees, and other related costs.	New to the budget is the cost for ADP payroll every two weeks. Jay Cessna made a motion to accept forwarding the 2017 Administration & Office budget with most of the small increase attributed to the cost for the new payroll system. Denise Steele seconded the motion, and it was unanimously approved.
Nomination Process & Election of new council members	Four council members will be completing their terms on the church council in December, and there will be a partial term (1 year) with the resignation of Amanda Casteel from the Council. The nomination process will be discussed at the November church council meeting.	Pastor Short will send out an email to current council members to send potential nominees to him in early November. He will compile the list to present at the November Church Council meeting.
Review		

Upcoming Council Meeting	Details were discussed about the upcoming Council meeting on Monday, November 14, 2016, which will start at 6:30pm.	The agenda will include the 2017 budget; nominees for 2017 council; and annual congregational meeting in December 2016.
Upcoming Annual Congregational Meeting	The annual Congregational Meeting will be held on Sunday, December 18, 2016 at 9:45am.	Further details will be discussed at the November council meeting.
2017 Council Installation	The installation will either be held on Sunday, January 1, 2017 (Joint service at 10:00am) or Sunday, January 8, 2017 at 8:30am and 11:00am services.	Further details will be discussed at the November council meeting.
2017 Council & Planning Event and Dinner	The first 2017 Church Council meeting will be held on Sunday, January 8, 2017 at 1:30pm with the dinner to follow later that day at 5:00pm.	Further details will be discussed at the November council meeting. Final details for the January council meeting and dinner will be set at that time.
Other	Coverage is needed for the offering steward for December 2016.	Sue Prescott will cover 12/4; Jay Cessna will cover 12/11, and Denise Steele will cover 12/18.
Adjourn		
Adjourn	The executive committee meeting was adjourned at 6:50pm.	

Respectfully Submitted,

Denise A. Steele, Council Member