

**UPG Parish & St. John's Windish Lutheran Church**  
**Joint Council Meeting**  
**SJW**

**Bethlehem, PA**  
**June 14, 2022**

<b>Members Present:</b> Gina Brockway, Sandra Butch, Ron Dalla Piazza, Susan DeAngelis, Lou Dravec, Kathleen Fielding, Teryan Gerhard, Steve Granlund, Harmony Gubich, Bonnie Harper, Tracy Heberling, Buzz Heidecker, David Kolman, Ron Leposa, Sharon Lintner, Michel Lloyd, Donna Mackaravitz, Donna Musselman, Tom Sarver, Linda Toltesi, Paul Toub, Susan Vitez			
<b>Members Excused:</b> Joe Bleier, Jimmy Bleier, Matthew Bleier, Josh Gulotta, Linda Maule, Kenda Riley, Tom Seifert, Catherine Ziel			
<b>Members Absent:</b> Brynn Anderson, James Ritchie, Tina Piscitello, Lois Ritchie			
<b>Clergy/Staff members/Guests present:</b> Pastor Suzanne, Pastor Mike, Maria Skrilec			
<b>Topic</b>	<b>Discussion</b>	<b>Action</b>	<b>Resolution</b>
<i>Call to Order</i>		@ 1908 by Sandy Butch (presider), Gina Brockway, & David Kolman	
<i>Opening Prayer</i>		Offered by Pastor Suzanne	
<i>Approval of Agenda</i>		Motion to approve made by: Gina Brockway 2 <sup>nd</sup> by: Donna Musselman	Approved unanimously
<i>Approval of Minutes May 03, 2022</i>	Need to add Jack Reichel, under Old Business, as the LOC representative for the synod meeting.	Motion to approve May minutes as amended made by: Michel Lloyd 2 <sup>nd</sup> by: Ron Leposa	Approved unanimously
<i>Treasurer's Updates</i>	LOC as submitted by Catherine Ziel St. Peter's as submitted by Joe Bleier St. John's Windish as submitted by Maria Skrilec	Motion to approve submitted reports for the UPG & SJW made by: Teryan Gerhard 2 <sup>nd</sup> by: Gina Brockway	Approved unanimously
<i>Staff Concerns</i>	None		
<i>Staff Reports</i>	As distributed		Informational
<i>Issues from Staff Meeting</i>	None		
<i>Committee Reports</i>			
<i>LOC</i>	As distributed		Informational
<i>St. Peter's</i>	As distributed		Informational
<i>St. John's</i>	None		
<i>Joint GWOH &amp; Stewards &amp; Angels in Ministry</i>	As distributed Recommending that the summer worship schedule be extended by one	Motion to extend the summer worship schedule by one (1) week to	Approved unanimously

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	(1) week, through Sept. 11, 2022, to accommodate GWOH Sunday	accommodate GWOH Sunday made by: Michel Lloyd 2 <sup>nd</sup> by: Ron Dalla Piazza	
<b><i>Worship &amp; Music Committee</i></b>	Recommending that on Sunday, July 17, 2022 (Polka Mass) & Sunday, August 07, 2022 (worship & picnic in the park), service time be moved from 0900 to 1030 so that lunch may be served after the services	Next meeting August 03, 2022 Motion to change service time to 1030 on these Sundays made by: Susan Vitez 2 <sup>nd</sup> by: Michel Lloyd	Informational Approved unanimously
<b><i>Tech Team</i></b>	Met June 04, 2022	Next meeting August 08, 2022	Informational
<b><i>Old Business</i></b>			
<b><i>COVID-19</i></b>	Lehigh & Northampton remain in the medium transmission category; continue to follow CDC guidelines		Informational
<b><i>Unity Team Report</i></b>	None	Next meeting July 05, 2022	
<b><i>Quarterly Report with Pastor Mike (STP &amp; LOC only)</i></b>	Contract specifies quarterly meetings with Pastor Mike		Sue DeAngelis, Tom Sarver, Tracy Heberling, & Bonnie Harper agreed to meet with Pastor Mike
<b><i>Seminary Sponsorship</i></b> <b><i>Josh Gulotta</i></b>  <b><i>Brynn Anderson</i></b>	Recommendation made to provide a \$1500.00 contribution for the 2022-2023 academic year to assist in costs Recommendation made to provide a \$2000.00 contribution for the 2022-2023 academic year to assist in costs	Motion to provide the recommended amounts to Josh & Brynn for seminary studies made by: Ron Dalla Piazza 2 <sup>nd</sup> by: Michel Lloyd	Approved unanimously
<b><i>Update from Personnel Committee (STP &amp; LOC) for Executive Assistant Position</i></b>	One (1) interview scheduled for 06/15/2022 Mary Mann & Pastor Mike will interview for the 30-hour position Due to the short time frame a recommendation was made to hold an email vote to accept a suitable candidate in order to speed the	Motion for an email vote to approve a job candidate made by: Harmony Gubich 2 <sup>nd</sup> by: Donna Musselman	Informational  Approved unanimously

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<i>Harmony Gubich, SJW has accepted a position for another job;</i>	process & provide training time for a new assistant prior to Brynn's departure SJW will need a replacement		Informational
<i>Formation of Audit Committee</i>		Tabled until the July council meeting	
<i>LOC Bequest</i>		Tabled until the July council meeting	
<i>New Business</i>			
<i>Pastor Suzanne Vacation</i>	Pastor Suzanne will be on vacation June 20 thru June 27, 2022		Informational
<i>Unity Team</i>	No report		
<i>Atty William Matz</i>	Based upon discussion at the May 05, 2022 joint council meeting Joe Bleier, Unity Team, reached out to Atty. Matz for clarification of the retainer fee & billing. Per the attorney the bills for his services will be deducted from the retainer fee. Should that fee be exhausted prior to completion of the work we will be invoiced for the amount of any additional work only.	An email was distributed to all council members with this update. Motion made to accept the revised attorney's agreement made, via email, by: Joe Bleier 2 <sup>nd</sup> . also via email, by: Kenda Riley	Email voting was held as discussion completed at the May 05, 2022 joint council meeting. Approved by a majority of members from each of the three (3) councils with 4 total abstentions
<i>Council Resignations</i>	James Ritchie & Matthew Bleier have resigned from the STP council, effective immediately		Informational
<i>Next Joint Council Meeting</i>	Tuesday, July 19, 2022 @ SJW	Gina Brockway presides	Informational
<i>Adjournment &amp; Lord's Prayer</i>	@ 1950	Motion to adjourn made by: Michel Lloyd 2 <sup>nd</sup> by: Teryan Gerhard	Approved unanimously

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Respectfully submitted,  
Donna Musselman, St. Peter's Congregational & Joint Council Secretary