

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

**Bethlehem, PA
 October 19, 2021**

Members Present: Matt Bleier, Gina Brockway, Sandra Butch, Ron Dalla Piazza, Lou Dravec, Teryan Gerhard, Steve Granlund, Harmony Gubich, Bonnie Harper, Tracy Heberling, David Kolman, Nancy Kostas, Ron Leposa, Michel Lloyd, Donna Mackaravitz, Donna Musselman, Tina Piscitello, Kathy Remaly, Kenda Riley, Tom Seifert, Maria Skrilec, Jon Terry, Linda Toltesi			
Members Excused: Rich Hawk, Buzz Heidecker, Sharon Lintner, Tom Sarver, Mike Truchan			
Members Absent: Susan DeAngelis, Migdalia DeJesus, James Ritchie, Lois Ritchie			
Clergy/Staff members/Guests present: Pastor Suzanne Trump, Pastor Mike Button, Josh Gulotta, Linda Maule, Catherine Ziel, Jimmy Bleier, Brynn Anderson, Catherine Ziel. Joe Bleier			
Topic	Discussion	Action	Resolution
<i>Call to Order</i>		@ 1902 by Gina Brockway (presider), Tracy Heberling, & Tom Seifert	
<i>Opening Prayer</i>		Offered by Pastor Mike	
<i>Approval of Agenda</i>		Motion to approve made by: Sandy Butch 2 nd by: Ron Leposa	Approved unanimously
<i>Approval of Minutes September 21, 2021</i>	As distributed	Motion to approve September minutes as distributed made by: Sandy Butch 2 nd by: Tracy Heberling	Approved unanimously
<i>Treasurer's Updates</i>	LOC as submitted & reported by Catherine Ziel St. Peter's as submitted & reported by Joe Bleier St. John's Windish as submitted & reported by Maria Skrilec	Motion to approve submitted reports for the UPG & St. John's Windish made by: Donna Musselman 2 nd by: Linda Toltesi	Approved unanimously
<i>Staff Concerns</i>			
<i>Update on Staff Positions St. Peter's Ministry Coordinator split between Josh Gulotta & Lois Ritchie</i>	Josh is covering youth & family ministries; Lois is covering the facility needs	St. Peter's members only vote Motion to accept Josh Gulotta & Lois Ritchie made by: Donna Musselman 2 nd by: Tracy Heberling	Approved unanimously

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<p><i>UPG administrative assistant Brynn Anderson</i></p> <p><i>LOC Director of Christian Education</i></p>	<p>There was much discussion surrounding the process used to fill these positions Will remain vacant at this time</p>	<p>UPG members only vote Motion to approve Brynn Anderson made by: Sandy Butch 2nd by: Tracy Heberling In the future a more streamlined & inclusive process will be put into place</p>	<p>Approved unanimously</p> <p>Informational</p>
<p><i>Issues from Staff Meeting</i></p>	<p>None</p>		
<p><i>Update on Live-Stream Equipment</i></p>	<p>Volunteers needed to learn to run equipment</p>	<p>Please reach out to Rich Hawk if you or anyone you know is interested</p>	
<p><i>Update on Transition Task Force Team</i></p>	<p>Next task force meeting is November 18, 2021</p>		<p>Informational</p>
<p><i>Committee Reports</i></p>			
<p><i>LOC Budget vote</i></p> <p><i>December Congregational Meeting</i></p>	<p>As distributed Need to understand that all budgets are based upon educated guesses for future income & expenses</p> <p>Dec. 05, 2021 following the 1030 worship service @ LOC</p>	<p>LOC members only vote Motion to accept the budget as distributed made by: Ron Dalla Piazza 2nd by: Donna Mackaravitz Motion to approve meeting date made by: Tom Seifert 2nd by: Sandy Butch</p>	<p>Approved unanimously by LOC council members</p> <p>Approved unanimously by LOC council members</p>
<p><i>St. Peter's Replacement of AC unit</i></p> <p><i>December Congregational Meeting</i></p>	<p>A quote of \$14,900 was received to replace southeast corner AC unit in sanctuary It was reported that the unit has been nonfunctional for ~2 years Dec 12, 2021 following the 1030 worship service @ LOC</p>	<p>St. Peter's members only vote Motion to table discussion until sometime in the spring made by: Kenda Riley 2nd by: Harmony Gubich Motion to approve meeting date made by: Donna Musselman 2nd by: Tracy Heberling</p>	<p>Approved unanimously by St. Peter's council members</p> <p>Approved unanimously by St. Peter's council members</p>

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<i>Roof inspection</i>	Company that previously inspected slate roof contacted but has not responded		Informational
<i>Bringing it Home Devices</i>	Not all tablets are being used: 9 not being used & service will be suspended until/unless needed so that monthly fees will no longer be incurred for the unused devices		Informational
<i>St. John's November Congregational Meeting</i>	November 21, 2021 following the 1030 worship service @ STP	St. John's members only vote Motion to approve meeting date made by: Ron Laposa 2 nd by: Linda Toltesi	Approved unanimously by St. John's council members
<i>Joint GWOH & Stewards & Angels in Ministry</i>	Rescheduled GWOH Day will be Oct 31 @ SJW Fountain Hill cemetery looking for fall clean up help on November 20, 2021 from 0900-1200	Will be published in TWMA & weekly mailings & emails	Informational Informational
<i>Chairperson needed for Joint Worship & Music Committee</i>	Due to the resignation of Tony Villani the committee is in need of a new chairperson	Linda Maule will facilitate the next meeting	
<i>Old Business</i>			
<i>COVID-19 Mask Update</i>	Positivity rate in the Lehigh Valley fluctuating over the past month; however, has decreased ~0.5% in the past week Still large number of unvaccinated people nationwide resulting in another mutation to the Delta variant Continue to use masks for the time being	Donna Musselman will check on use of ceiling fans during the heating season	Informational
<i>Sunday School Attendance</i>	As distributed		Informational
<i>Worship Service Attendance</i>	As distributed		Informational

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	Live stream viewing number is ~150/week now that in person worship is again taking place		
<i>Executive Committee</i>	Working with Pastor Mike for ongoing review as per the interim contract		Informational
<i>New Business</i>			
<i>Seminary Financial Commitment</i>	For Josh Gulotta	Motion for 3 campuses to pledge combined \$1000.00 to ULS to be accessed by Josh as he needs made by: Pastor Mike 2 nd by: Tom Seifert	Approved unanimously
<i>Update of UPG Directories</i>	Council members are being asked to make phone calls to update names, addresses, phone numbers, email contacts for all members 2019 is the last time the directory was updated	Will develop points of conversation for everyone to use when making calls Donna Musselman, Bonnie Harper, & Sandy Butch will coordinate	Informational
<i>November Joint Council Meeting</i>	Tuesday November 16, 2021 @ STP	Tom Seifert presides	Informational
<i>December Joint Council Meeting</i>	Tuesday, December 21, 2021 @ LOC	Rich Hawk presides	Informational
<i>Adjournment & Lord's Prayer</i>	@ 2026	Motion to adjourn made by: Linda Toltesi 2 nd by: Teryan Gerhard	Approved unanimously

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