

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

**Bethlehem, PA**  
**November 15, 2022**

<b>Members Present:</b> Joe Bleier, Gina Brockway, Sandra Butch, Ron Dalla Piazza, Susan DeAngelis, Lou Dravec, Teryan Gerhard, Steven Granlund, Bonnie Harper, David Kolman, Ron Leposa, Linda Maule, Donna Musselman, Kenda Riley, Tom Seifert, Linda Toltesi, Paul Toub, Susan Vitez			
<b>Members Excused:</b> Kathleen Fielding, Sharon Lintner, Donna Mackaravitz			
<b>Members Absent:</b> Jimmy Bleier, Harmony Gubich, Tracy Heberling, Buzz Heidecker, Michel Lloyd			
<b>Clergy/Staff members/Guests present:</b> Pastor Suzanne, Pastor Mike, Maria Skrilec, Catherine Ziel			
<b>Topic</b>	<b>Discussion</b>	<b>Action</b>	<b>Resolution</b>
<i>Call to Order</i>		@ 1901 by David Kolman (presider), Gina Brockway, & Sandy Butch	
<i>Opening Prayer</i>		Offered by Pastor Suzanne	
<i>Approval of Agenda</i>		Motion to approve agenda as distributed made by: Ron Leposa 2 <sup>nd</sup> by: Susan Vitez	Approved unanimously
<i>Approval of Minutes</i> <i>October 25, 2022</i>  <i>November 01, 2022</i>	As distributed Discussion concerning future based upon historical attendance at services vs. current attendance This was a special joint council & Unity committee meeting	Motion to approve October minutes made by: Donna Musselman 2 <sup>nd</sup> by: Gina Brockway  Minutes were not distributed prior to tonight's meeting so this was tabled until the December 20, 2022 council meeting	Approved unanimously
<i>Pastors Reports</i>	As distributed	Motion to approve Pastor Suzanne's & Pastor Mike's reports made by: Susan Vitez 2 <sup>nd</sup> by: Linda Toltesi	Approved unanimously
<i>Treasurer's Updates</i>	LOC as submitted & explained by Catherine Ziel St. Peter's as submitted & explained by Joe Bleier St. John's Windish as submitted & explained by Maria Skrilec Proposed budget for 2023 is currently being developed	Motion to approve submitted reports for the UPG & SJW made by: Gina Brockway 2 <sup>nd</sup> by: Donna Musselman	Approved unanimously

	All campuses continue to experience higher expenses than income		
<i>Staff Concerns</i>			
<i>Staff Reports</i>	As distributed		Informational
<i>Issues from Staff Meeting                  Open Staff Position                  (Administrative Assistant to the                  Pastor UPG)</i>	<p>There was only one (1) candidate who applied for this position; Interview completed last week; candidate has much office experience; Position would be for 30 hours/week @ \$18.00/hour</p> <p>Much discussion ensued with numerous scenarios posited:                      Potential to decrease Josh Gulotta's hours from 30/week to 20/week                      Josh's hours had been increased in August/September in order to take on the task of bulletin preparation                      Discussion to hire candidate for 25 hours/week @ \$18.00/hour                      Discussion reverts to hire candidate for 30 hours/week @ \$18.00/hour</p> <p>Suggestion made concerning a need to review all staff job descriptions in</p>	<p>Recommendation from personnel committee to hire this candidate to fill the vacant position</p> <p>Motion to hire this candidate, for 20 hours/week @ \$18.00 /hour, effective 11/16/2023, made by: Tom Seifert                      2<sup>nd</sup> by: Joe Bleier</p> <p>Motion made to hire this candidate for 30 hours/week, @ \$18.00/ hour, effective November 16, 2022, made by: Paul Toub                      2<sup>nd</sup> by: Sandy Butch                      Councils tasked with reviewing 2023 budgets to find funding to cover 30 hours/week for both this candidate &amp; Josh Gulotta</p>	<p>Motion NOT approved due to overwhelming nay votes</p> <p>Motion approved with two (2) nay votes noted</p>

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	order to determine what position covers what responsibilities		
<i>Collection of Offering post Services</i>		Sign up sheet with remaining available slots passed around with the attendance sheet	
<i>Committee Reports</i>			
<i>LOC</i>	As distributed		Informational
<i>St. Peter's</i>	As distributed		Informational
<i>St. John's</i>	As distributed		Informational
<i>Joint BAM</i>	Next meeting scheduled for 11/17/2023 Numerous projects are underway &/or upcoming	Refer to web sites, 3 time/week emails blasts, Till We Meet Again provided with weekly worship bulletins for list of these projects	Informational
<i>Property</i>	As distributed		Informational
<i>Worship &amp; Music Committee</i>	Recommendation made for Christmas worship schedule: Longest Night Service, Dec. 21 @ 1900 @ LOC Christmas Eve Services: STP @ 1500 with candlelight communion & livestream SJW @ 1800, traditional Windish LOC @ 2000, candlelight communion Christmas Day, LOC, lessons & carols @ 1000 New Year's Day, SJW @ 1000	Motion to approve Christmas worship services as recommended by the Worship & Music Committee made by: David Kolman 2 <sup>nd</sup> by: Kenda Riley	Approved unanimously
<i>Tech Team</i>	No report		Informational
<i>Old Business</i>			

<p><b><i>COVID-19</i></b></p>	<p>No significant changes in statistics over the last month Mitigating measures purely individual choice at this time          Influenza cases have doubled week over week in the past 2 weeks</p>	<p>Flu vaccine encouraged</p>	<p>Informational</p>
<p><b><i>Unity Team Report</i></b></p> <p><b><i>Team Recommendations</i></b></p> <p><b><i>Offers to Sell</i></b></p> <p><b><i>Offers to Purchase</i></b></p> <p><b><i>Costs Associated with Disposal of Abundance of "Stuff"</i></b></p> <p><b><i>Current Library of Books</i></b></p> <p><b><i>Updates for Congregants</i></b></p>	<p>Last meeting on 11/14/2022          3 developers &amp; the city of Bethlehem have expressed interest in the three (3) properties          Chosen realtor will contact Kenda Riley with any offers on the sale of the properties (by law the realtor MUST forward all offers to us, even if those offers do not meet our previously set parameters). Kenda will contact joint council members who will review offer(s) &amp; plan an emergency council meeting to be held within 48 hours.          Likewise, as above, the realtor will contact Mike Horwath with potential purchase property availability. As above, a 48 hour process will be followed.          Any funds needed in order to move, donate, discard items at the current campuses will be split evenly between the three (3) campuses          Anyone wishing to have any books, other than those used for worship, may have for a free will donation</p>	<p>Recommending that someone from the joint council provide verbal updates after worship services</p> <p>Motion to accept this recommendation as a screening process for offers made by: Gina Brockway          2<sup>nd</sup> by: David Kolman</p> <p>Motion to accept this recommendation as a screening process for the purchase of a property made by: Sandy Butch          2<sup>nd</sup> by: Tom Seifert</p> <p>Motion to split any costs incurred in divestiture of items made by: Ron Dalla Piazza          2<sup>nd</sup> by: Bonnie Harper</p> <p>Motion to ask for a free will donation for any books made by: Gina Brockway          2<sup>nd</sup> by: Linda Toltesi</p>	<p>Informational</p> <p>Motion approved with one (1) nay vote noted</p> <p>Motion approved with one (1) nay vote noted</p> <p>Approved unanimously</p> <p>Approved unanimously</p>

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	Recommendation made to have council presidents assist in congregational updates at weekly worship services		Council presidents will assist, at their respective campus, in this process with Unity Team members, at Saturday & Sunday worship services.
		<b>PLEASE REFER TO THE SUBMITTED UNITY TEAM REPORT FOR EXACT &amp; MORE INDEPTH WORDING</b>	
<i>New Business</i>			
<i>St. Peter's Annual Congregational Meeting</i>	Sunday, December 04, 2022		Informational
<i>Light of Christ Annual Congregational Meeting</i>	Sunday, December 11, 2022 @ 1100 in the LOC sanctuary		Informational
<i>Next Joint Council Meeting</i>	Tuesday December 20, 2022 @ STP	Sandy Butch presides	Informational
<i>Adjournment &amp; Lord's Prayer</i>	@ 2046	Motion to adjourn made by: Teryan Gerhard 2 <sup>nd</sup> by: Sandy Butch	Approved unanimously

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