

Saint Matthew's Lutheran Church

2440 Conestoga Road, Chester Springs, Pennsylvania

Organized - January 1, 1833
A Community Church for 181 Years

ANNUAL MEETING of the CONGREGATION
Sunday, January 25, 2015

Rev. Tina Mackie-Pastor
 Rev. Thaddeus Book-Pastor

David Mackie – Director of Music

Audrey Subhan - Office Administrator

Corky Knapp- Sexton

Sandy Elkins – St. Matthew's School Director

Phone: 610-458-5675 ♦ Fax: 610-458-2472

www.stmatthewslutheran.org

2014 Council

President – John Kerrigan
 Vice President – Jenny Sbei
 Secretary – Brian Delin
 Treasurer – Greg Dunlop
 Greg Grissom
 John Lueders
 James Davis
 Jeanne Maugle
 Eric Ramsey
 Ralf Weiser

Ministry Team Leaders

Community Life – Nancy Cooper
 Congregational Care – Sue Hummerston
 Faith Formation – Jenny Sbei
 Outreach – Anita Uhl
 Property – James Davis
 Technology – John Lueders
 Evangelism
 Finance
 Stewardship
 Worship & Music

St. Matthew's Mission and Vision 2020 Statements

*Mission Statement: God calls St. Matthew's congregation and community to
Be engaged in joyful service to God's world through faith in Jesus Christ.*

*Vision Statement: We will commit ourselves through our time, talents and financial support
to*

- *Put God's Word into action*
- *Foster communication, in order to inform and connect people to ministry*
- *Express God's love and fulfill God's mission by generously serving one another locally & globally*

ANNUAL MEETING AGENDA

- 1) Opening Prayer and Devotions
- 2) Setting a Quorum
- 3) Approval of 2014 Annual Meeting Minutes
- 4) Questions on Committee Reports
- 5) 2015 Budget
- 6) Nominations and Election of 2015 Council Members
- 7) The Lord's Prayer
- 8) Adjournment

REPORT OF THE PASTOR

Grace and Peace from our Lord Jesus Christ,

The last year has been full of activity, growth and new life here at St. Matthew's. We have had many reasons to celebrate in 2014:

- Our ministries are thriving: Our Community garden is in its second year. Club 55 gathers monthly for a time of food and fellowship.
- Some new ministries were launched: A Monday evening book study, a prayer and meditation group, a Tuesday evening bible study.
- We participated for the first time in the ELCA's day of service -- God's work. Our hands -- on 9/7. This year's service project is a Stop Hunger Now event. Thank you Cari Sobolewski!!!
- We held a Ministry Fair on 9/14. Thank you Anita Uhl, Jenny Sbei, Bob David and your teams!!!
- We have a brand and tagline!! You will find it on our letterhead, literature, the church walls & our new t-shirts. Thank you Melanie Franz and Don Hummerston!!!
- We have identified Ministry Teams Leadership: Anita Bailey – Outreach; Sue Hummerston – Congregational Care; Nancy Cooper – Community Life
- We've had several improvements in our facilities this year: Created an Information station. Thank you John Elmer!!! Refurbished the office. Thank you Sue & Don Hummerston, James Davis!!! New Sound System 9/14. New Website 9/14. Thank you John Lueders!!!
- But most importantly we have a fun, energized and effective staff.

Now with Pastor Thadd joining us I can take a breath. I experienced a noticeable reduction in my stress level the first weekend that Pastor Thadd was here. Shared leadership is a blessing!

Now we are looking toward 2015 and our hopes and dreams for the New Year.

Our 2015 GOALS

1. Re-vision and revitalize our **youth** program
2. Develop and nurture our **finance and stewardship** teams and strategies
3. Explore and implement an **evening program event** possibly centered around worship
4. Allow the time and space for council and the ministry teams to come together and mature in their areas of ministry

We are launching something new this year. We've chosen a theme to focus our activities in 2015: **“A Good and Faithful Life.”** On Christmas Eve we celebrated the birth of Emmanuel, God with us. In Jesus Christ we have been shown who God is. In Jesus God's love, forgiveness and grace have been poured out on us. In our baptism we have been claimed by God as beloved children. Now that we are loved, forgiven and saved, how shall we live? As good and faithful servants!!!

May St. Matthews prove to be good and faithful servants in the New Year

Pastor Tina

REPORT OF THE COUNCIL PRESIDENT

As a congregation we have gone through many changes in the past couple of years; installing a senior pastor, beginning our vision 2020 process, and creating a new “brand” and mission statement in support of our vision 2020 process. 2014 has also seen its share of changes.

The Associate Pastor Call Committee formed in the fall of 2013, worked throughout the year and this past fall we were able to bring on Pastor Thaddeus Book as our new Associate Pastor. Along with bringing on a new Associate Pastor in the fall we also hired a new Church Secretary to fill that vacancy. Another significant change that we were able to accomplish was an update to our sound system. Though we are still working out the kinks of this new system I believe this will serve us well in the coming years. Thanks to John Lueders we also have updated our website to enhance and modernize our appearance both locally and globally.

In early spring Council completed a “mini” retreat in order to finalize our 2014 goals focused around our new mission statement adopted at last year’s congregational meeting – *God calls St. Matthew’s congregation and community to be engaged in joyful service to God’s world through faith in Jesus Christ.* One of the main goals that came out of this was

- To engage the St. Matthew’s community through participation in new and varied worship, provide fellowship events to enhance relationships, and encourage service through community outreach events.

Throughout the year we have engaged in varied worship whether a service with a jazz ensemble or a short skit to accompany the message. We have also had single service Sundays with a meal to follow, encouraging fellowship between those that normally worship at separate services. A communication center was constructed and placed in the CLC lobby as a focal point to provide information. It also has become a place to gather around for some fellowship. Our outreach team worked hard throughout the year to put God’s word into action including an event in the fall where we packed meals in the CLC in support of the larger ELCA, Gods work Our Hands nationwide day of service.

Many other activities and ministries occurred throughout the year including members traveling to Tanzania, Club 55, and faith formation. Some of these activities will be highlighted elsewhere in this report. The capital campaign to pay off the debt incurred for the basement renovation continued, and will be coming to a close this year. As stated previously we have also engaged in many updates including the sound system, website and also landscaping around the sanctuary.

This is the end of my term on Church Council. Much has changed since I began six years ago and much has been accomplished. I appreciate everyone’s hard work in support of the St. Matthew’s community and mission. I know that there are new changes and ministries coming and I look forward to them in 2015.

John Kerrigan

President of Church Council

REPORT FROM ST. MATTHEW'S SCHOOL

St. Matthew's School has continued to flourish as an outreach of our church. During our twelfth of operation we served 161 families with 184 children attending preschool and Kindergarten. We currently employ 34 staff members as teachers, assistants, substitutes and a secretary. In addition, the school continued to offer preschool classes to two, three, four and five-year-olds with our full day Kindergarten program in its tenth year of operation. Our four-year-old enrichment program continued to be a success this past year, adding another day of learning for our older preschoolers. Our Kindergarten Enrichment program offered 2 days a week to children attending a local public school is now in its second year and has become a popular option for our families.

Our goal, at all ages, to provide children with a developmentally enriching experience in a safe, nurturing Christian environment is being reached every day. The parents are blessed with a safe, loving place to begin their child's education while the children's smiles and laughter bring blessings to all. The school continues to add enrichment through Music, Spanish, special visitors and field trips. The school is blessed with a host of parent volunteers and hardworking staff who continue to be involved in the education of the children at St. Matthew's.

The school continues to reach out to the community in a number of ways.

- During March we organized a "Spring Greening" event to support Cradles to Crayons, an organization that support children and families in low-income or homeless situations.
- In February we participated in the church Diaper Drive to support the 3 local food pantries.
- In April, the Kindergarten class performed an African show and made an authentic lunch; the efforts produced \$615.00 in donations for the St. Matthew's Orphanage in Tanzania.
- For Thanksgiving, the school oversaw the collection of hats, gloves, scarves and warm socks to accompany our congregants to Holy Communion Lutheran Church in Philadelphia. These items were distributed to the homeless and those in need.
- For Christmas we participated in the Operation Christmas Child program with the congregation.
- The Kindergarten class held their annual fund-raising drive by marketing and selling home-made dog treats, enabling them to donate \$110.00 to the Green Street Animal Shelter in Spring City.

The school continues to reach out to the community through our Spring and Fall Children's Consignment Sale; generating a conduit for recycling gently used items, being a presence in the community, producing an opportunity to donate unsold items to great charities and generating income to support the school and church. Our Spring Fair has been replaced with a Winter Carnival, designed to reach families of young children and provide a safe environment to have a fun day out during the cold weather months. The change was so successful we will continue with this new tradition.

We are thankful for the blessing of St. Matthew's School and look forward to touching many more families in our community.

Respectfully submitted,

Sandy Elkins
Director

PROPERTY REPORT

The Property Committee continues to work hard to keep up with the demands of the facility. The maintenance, repair and improvements needed for our church to function are never ending. There have been significant accomplishments again in 2014 and those include the new sound system for the sanctuary, the renovation of and new furniture for the church office and the sealcoating and re-striping of the entire parking area including lines for the basketball court. Of course there has also been the less significant but continuous tasks of changing light bulbs, fire alarm issues, door hardware and roof/gutter repairs. One other important item is that our fire alarm system is now monitored 24/7 and we have installed a key entry system for the fire department. Ongoing are the annual contracts for snow removal, lawn maintenance and HVAC and hot water boiler equipment maintenance.

2015 promises to present some exciting opportunities for making some further needed improvements to the facility. It will certainly present unexpected opportunities, as well as, facilities the size and age of St. Matt's always do. Please let any of the committee members (James Davis, Corky Knapp & Jim Rutledge) know if you have any interest in getting involved. We would be glad to put you to work!

Faithfully submitted,

James Davis
Property

SAINT MATTHEW'S CEMETERY

The Cemetery had four burials in 2014. Several headstones were up righted or repaired this year.

DNB Trust	\$122,657.77
Thrivent	\$32,010.54
Wells Fargo	\$25,364.59
Checking	\$2,080.88
Total	\$182,113.78

Respectfully Submitted,

Sandy Dewees
Secretary/Treasurer
St. Matthew's Cemetery

REPORT FROM OUTREACH



Outreach Ministries 2014

In 2013 the Outreach Ministries Team re-grouped and turned attention to the request of Church Council to complete a team report and proposal of the responsibilities of the Outreach Team. The team also manages communications between the congregation, council, and existing outreach programs. We serve to guide church and community members who would like to implement new outreach programs and facilitate the process. The complete report can be found on our website.

In 2014 the focus for the first quarter was to provide the congregation with an opportunity to contribute by developing a Lenten program to fit the year-long outreach theme for worship. The idea of helping 40 families in our community with a \$40 food gift card became the **40 Day/40 Families** program which was kicked off on Ash Wednesday. St. Matthews members were invited to save \$40 by giving up something tangible, such as coffee, for lent and saving that money in banks that were provided along with a 40 day prayer calendar of all the families. Children were also invited to give up something each day (candy, pizza, technology, etc.) to earn coins for their banks. The banks were brought to church on the week after Easter Sunday to be presented during worship and then given to the agencies to distribute to the families they provided. This program was fully embraced by St. Matthews's members and 40+ families received a \$40 gift card as well as coins from children's banks. We received several thank you cards from families expressing thanks for the cards and especially for prayers for their well-being. Many members expressed that the gift of help to our community was as much a gift to their family as to those who were given cards.

Immediately following Lent the Outreach Team began a review of existing programs and events and made plans to meet with those team leaders, beginning fall of 2014 and continuing through 2015, to learn details and help support their goals and initiatives. Working with John Lueders we developed a Ministries Interview Form which was distributed to all St. Matthews ministry leaders to be used as an information gathering tool for the website and to document information regarding each Outreach Ministry. This information would also be used for the Outreach Ministry Brochure which was completed for the fall Ministries Fair.

There is a full calendar of Outreach programs and events which the team has grouped into 3 parts, consisting of 4 month each: Jan., Feb., Mar., Apr. (includes Lent/Easter programs), May, Jun., July, Aug. (includes community garden and summer activity for wider community), Sept., Oct., Nov., Dec. (includes Ministries Fair, Thanksgiving Outreach Dinner, and Advent/ Christmas programs and events). Viewing the calendar this way has helped the team to work with whole church calendar, consider the other church ministries and worship events, and help the ministries prepare for the seasons of the church.

We are excited with the expansion, new plans, and possibilities for existing programs as well as welcoming new outreach initiatives and invite you to pick up a brochure on the Outreach Ministries table located in the lobby of the Christian Life Center. You might be as surprised as we were to discover all the amazing activities that happen at St. Matthews's through-out the year and the amount of participants. **If you haven't explored the possibilities of becoming a part of the Outreach Ministries Team or one of the many ministries listed we hope you will consider it in 2015. We meet the second Sunday of the month at 10:15 a.m. and look forward to your thoughts and ideas.**

Respectfully submitted,

Anita Bailey, Chair

Wendy David, Greg Grissom, Mary Kwaitkowski, Nancy Repko, Jim Rutledge

	2013 Actual	2014 Actual	2015 Budget
INCOME			
Offerings	362,549	363,820	375,000
Interest	7	4	0
Miscellaneous	141	100	0
School	61,899	49,134	56,000
Woodland Trust ¹	0	46,855	15,000
TOTAL INCOME	424,596	459,913	446,000
EXPENSES			
Benevolence	36,300	36,382	25,250
Capital Improvements	12,950	53,004	12,000
Community Life	4,895	4,716	9,500
Congregation Cares Contribution	0	4,000	3,000
Education	14,351	6,652	10,500
Evangelism	912	227	1,000
Miscellaneous	262	2,259	0
Nursery	6,135	4,085	5,500
Office	20,661	22,356	22,500
Outreach Ministry	5,859	6,349	6,500
Payroll	156,270	169,333	207,312
Property	33,755	52,194	44,000
Staff Benefits	32,670	32,088	47,850
Stewardship	1,914	1,856	2,000
Utilities	26,451	32,807	29,000
Worship & Music	9,667	9,850	10,000
Youth ministry	10,483	11,271	10,000
TOTAL EXPENSES	373,537	449,429	445,912
INCOME - EXPENSES	51,059	10,484	88

Notes:

1 - Woodland Trust income is recognized as funds are withdrawn for eligible expenses.

As of December 31, 2014 there was \$1,298 of undistributed income available for eligible expenses

2014 FINANCE REPORT

2014 Review

Saint Matthew's remains financially sound going into 2015 thanks in large part to the ongoing support and stewardship from the congregation. Regular contributions of \$363,820 were 4% below the 2014 budget of \$380,000 and slightly above the 2013 contributions of \$362,549. The total operating surplus of \$10,484 was \$5,455 above the budgeted surplus of \$5,029. Total operating expenses of \$449,429 were \$7,792 below budget and \$75,892 higher than 2013.

Three factors that contributed to the higher expenses in 2014 versus 2013 were:

- 1) Capital improvements and property expenditures, partially offset by income distributions of \$46,855 from the Woodland Trust
- 2) Increased Payroll for the Associate Pastor and Office Staff and relocation costs for the Associate Pastor
- 3) Higher utility expenses due to the unseasonably cold winter last year.

The Finance Committee is also responsible for monitoring the trust activities for the Woodland and Bertolet Trusts. The combined value of the trusts, which currently comprise an approximate mix of 49% stocks and 51% fixed income and short-term investments, is \$778,668. The Bertolet Trust had a return of 6% in 2014. The Woodland Trust's return had a return of 5% in 2014. The Bertolet and Woodland Trust ended the year at \$288,957 and \$489,711, respectively, \$6,533 lower than last year's ending balances. The Woodland Trust is restricted to withdrawals from income and capital gains for edifice expenses. Distributions from the Woodland Trust in the amount of \$46,855 were received in 2014 and used to cover the cost of the new sound system, renovations to the church office, slate roof repairs, and paving of the parking lot. No withdrawals were made from the Bertolet Trust.

The Capital Campaign Fund received \$31,072 in cash and equity donations in 2014. The fund had cash and stocks worth \$58,134 and a pledge receivable balance of \$129,279 at the end of the year. The fund paid \$28,007 in principal and interest payments on the mortgage. The mortgage balance at year end was \$293,049.

The Africa Fund's cash balance at the end of 2014 was \$9,241. There was no significant activity in this fund in 2014.

The Congregation Cares Fund received \$6,006 in direct contributions and support from the church. The Fund made disbursements to beneficiaries of \$4,695 in 2014. The Fund had a cash balance of \$4,740 at the end of 2014.

2015 Budget

Our budgeted operating income of \$446,000 is \$13,913 lower than 2014 due to the timing of income withdrawn from the Woodland Trust in 2014. Our weekly contributions budget of \$375,000 is a 3% increase over last year. Distributions from the Woodland Trust of \$15,000 will offset capital improvements and repairs planned for 2015 and incurred at the end of 2014. Preschool income of \$56,000 has been budgeted for 2015, which is \$6,866 higher than 2014. Budgeted expenses of \$445,912 are \$3,517 lower than 2014 due to lower capital expenditures and non-recurring property expenditures, offset by increases in payroll for the annualization impact of an associate pastor, program expenses for Community Life initiatives and budgeting for continuing education expenses.

As we prepare for 2015, Council and the Finance Committee took a conservative approach both on the income and expense side given the ongoing uncertainties in our economy. We plan to continually to monitor our financials against the budget on a regular basis and continue to be willing to minimize and defer expenses, should conditions warrant.

Respectfully Submitted
Greg Dunlop, Treasurer
Brian Delin, Secretary

REPORT FROM DIRECTOR of MUSIC

Last year, 2014, we continued our strong commitment to a blended style of music, bringing together many musical threads into our Sunday morning worship tapestry. From the loud and joyous praise-oriented music of our first service to the more quiet and contemplative sound of the 10:30 service, our music helps weave together the many diverse aspects of our Sunday worship, from confession to liturgical text, to sermon and meal and final blessing.

We continue to be blessed with a solid and talented core of singers and musicians and in 2014 we added several more talented folks. Each of them give their time and talents week in and week out to learn new music and to lead our congregation in a centuries old tradition of fine, sacred music that is bound firmly to our Lutheran Sunday worship roots.

We were especially blessed this year to receive funding from St. Matt's Church Council for a much-needed renovation of our sanctuary sound system. This system has already helped improve both music and liturgy and in addition, we now have in place an Assistive Listening System for congregation members who need audio assistance to hear our services more clearly.

I am blessed to be part of this strong Lutheran musical tradition and I am blessed to have the freedom to embrace the many styles of music we have available to us, old and new, soft and loud, joyous and contemplative. Again, thanks to all our singers and musicians who help carry that strong musical tradition by offering their unique gifts and creating their own lasting legacy and thanks to the Church Council for their unwavering support!

Respectfully Submitted,

Dave Mackie
Music Director

CHILDREN'S CHOIRS

The Children's Choirs had another fun year of learning and singing from October through May. The highlight of the season was the spring musical "Spend a While on the Nile." The musical was performed during Children's church and at the 9:00 service on May 11, 2014 and reinforced that many stories of God's faithfulness to the people of Israel and to US!

As 2014 closed the children in the Faith Formation program prepared and presented the annual Christmas Pageant on December 14th, 2014. It was a privilege once again to lead the children as they told the story of our Savior's birth with narrative and song.

Respectfully submitted,

Kristin Ditillo
Director

FAITH FORMATION

The Faith Formation program offers programming for children age three through seventh grade at the 9am service.

Faith Formation Vision Statement:

FINDING FAITH .

FORMING FAITH .

SHARING FAITH .

The preschool through third grade classes have switched to the Holy Moly Curriculum. The PreK, K, 1, 2, and 3rd graders meet for a combined group for fellowship and a video story then break into their classrooms for the lesson. The pre-K and Kindergarten groups rotate through the craft room; this enables the teachers to provide smaller group instruction in the younger groups. The 4th and 5th graders trialed a new curriculum that has not been well received so we have switched back to the Sparks curriculum. The Pre-Confirmation Class is an opportunity to move our 6th and 7th graders into a more age appropriate program where they attend church as a group with a Faith Formation teacher. They get to worship and receive communion and then move down to the “Lounge” for a time of discussion followed by their own “Fellowship Time”.

We continue to use the team teaching model; as the program has received a lot of positive feedback since switching to this format. Due to loss of volunteers we are down to 3 teams of teachers; one team per combined class. Pre K, K and 1st grade are combined and rotate through the craft room, the 2nd and 3rd grade is combined and 4th and 5th grade levels are also combined. Each class has 4 primary teachers (approximately 12 teachers). Each teacher stays with the class for a 3 week rotation. This helps to build a more stable classroom environment as the children have the same teachers more consistently.

Children’s Church continues once every 4-6 weeks. Pastor Tina has been leading worship for the kids and Pastor Thadd will also be contributing. This helps get the children more face time and interaction with the pastors and leadership of our church. This effort also helps educate the children about the Church service. They participate in all aspects of the service. Each age group rotates through the different roles including serving as ushers, lectors, lighting the candles, etc. This has been a great addition to our program and one the children really seem to enjoy! We also continued our tradition of having Faith Formation families light the advent wreath each week during the Advent season. This has been another great way to get new families and faces involved at St. Matthews.

Community activities are still supported in our classrooms. The children made cards for and collected hats, gloves and socks for the Thanksgiving Mission project as well as contributing to the Shoe Box and Martin Luther Spring’s angel tree and the food pantry projects. Faith Formation also participates in the annual Christmas Pageant, which combines all of the classes and the Children’s choirs during the 9am worship service. We look forward to continuing and growing these community service opportunities for our Faith Formation students. Our Faith Formation offering supports The Heifer Project. For the entire 2014 year we collected over 1200\$ to donate to Heifer International. We have so much to celebrate in our Faith Formation Program!

There are currently 155 children enrolled in St. Matthew’s Faith Formation Program. Active participation averages 45-70 children per week.

Faith Formation runs and supports Rally Day each year as well as the Teacher appreciation Sunday in the spring. The children have become more and more involved in the teacher appreciation service. Rally Day itself has transformed into a fun filled church wide event with lots of activities and food for all ages to properly “kick off” a new year for Faith Formation.

We are very blessed to have a great group of teachers who show such dedication and commitment but we are in dire need of more help with teaching. Please consider helping out in Faith Formation.

Respectfully and Joyfully Submitted,

Jenny Sbei

Faith Formation Coordinator

2014 TECHNOLOGY

This year we focused on the release of our new website www.stmatthews-church.org. The new church website was released on Rally Day in September.

Now we have two new websites:

- 1) www.stmatthews-school.org
- 2) www.stmatthews-church.org

Both sites are powered with WordPress and are web responsive, meaning they work on desktops, tablets and smartphones. The two websites were given as a gift.

We also upgraded our sound system. Dave Mackie drove the process of getting quotes from various vendors and testing different sound systems within our sanctuary.

All the best,

John Lueders
Presiden

2014 STATISTICS

Adults and Children received - 34

Shane Beitel

Thaddeus Book & Laura Book

Steven Brandt & Sarah Brandt-*Adeline, Emma,
Olivia, Nicholas*

Scott Hickey & Sharon Hickey-*Ryan, Reagan*

Darlene Hoskins

Samantha Hovis

Thuy & Megan Ledinh-*Daniel, Grace*

Kyle & Meghan Leone-*Grace, Charlotte, William*

Joyce Libes

Steven & Angela Robus-*Brian Campbell, Presley*

William & Maura Shuey-*Ella, Jack*

Noah Sisum

Youth Confirmed - 23

Members transferred or moved from area – 15

Deaths

Sandra Babel

Norman Carr

Infants Baptized

Brian D. Campbell, Landon J. Gracia, William L. Leone, Presley J. Robus, Stephanie F. Santangelo, Ella Shuey, Jack Shuey, Norah J. Sisum

Crib size quilts are presented by the *Chatty Country Quilters* to infants and children to age 3 the day of their baptism. Thank You!

**Annual Meeting of the Congregation
Annual Meeting Minutes
January 26, 2014 – Following 9:30 a.m. Worship Service**

God calls St. Matthews congregation and community to: Be engaged in joyful service in God's world through faith in Jesus Christ

Introductions

- Sandy Knapp opened the meeting noting that there were 64 people in attendance which satisfied the quorum requirement.

Approval of the 2013 Minutes

- A motion was made and seconded to approve the congregational minutes taken at the 2013 Annual Meeting. Approval of this was unanimous by the congregation with no changes.

Nominations and Election of 2014 Council Members

- John Kerrigan provided a review of the Nominating Committee and thanked the team for helping fill the vacancies for 2014. The team was made up of Sandy Knapp, John Kerrigan, Bob David, Sue Giacopponello and Don Price. John thanked everyone for serving on the committee.
- A motion was made and seconded to approve the new members. This motion was unanimously approved. Outlined below are the new additions and those that are leaving Council.
 - Eric Ramsey – (voted on for a first term)
 - Jeanne Maugle (voted on for a first term)
 - Ralf Weiser (voted on for a first team)
 - Sandy Knapp, Patrick Miller, and Rob Kratz will be leaving Council.

Review and Approval of the 2014 Budget

Greg Dunlop reviewed the 2013 actual budget and the 2014 proposed budget.

2013 Actual Budget

- We ended 2013 with a surplus of \$51,069. This brings our operating surplus to \$146,365.
- We have had a 12% increase in contributions/offerings since Labor Day over the prior year and a 5% increase in the fourth quarter compared to last year.
- We had a number of questions on how we would be increasing our contributions over previous years (our budget has 2014 with a 5% increase in contributions compared to 2013):
 - A question was asked if we would be able to hit the 5% increase in contributions/offerings over last year. Greg explained that we had a strong last quarter of the year and we hope this follows into 2014. We are hoping this is a sustainable increase with the economy and congregation member's finances improving.
 - A question was asked about how many new members were received in 2013? Pastor Tina explained we had 39 new members and lost 32 members. Basically we were even for the year. An additional question was asked if we should advertise to get more Congregation Members. Pastor Tina responded to the question that we do not advertise at this time. Most new members come from word of mouth and by invitation and most do not come to the church through the paper.
 - A question was asked if there will be pledge cards for this year. Pastor Tina explained we would be doing a pledge campaign around February or March. It was also noted that we cannot base our budget on the pledge cards as we usually only get about 40 or 50 pledge cards back.
 - A question was asked on how many giving units we have. Currently we have about 1,100 members and 300 giving units. Each unit is one family.

- A question was asked how we track cash. Greg explained that unless cash received is as an offering and includes the envelope number or other personal identifying information, there is no way of tracking who gave the offering, so therefore the unidentified monies are lumped into the “cash” line item in the budget.

2014 Proposed Budget

- A few items to note in the 2014 budget:
 - The pre-school income is down compared to previous years. The trend is there is decreased enrollment compared to previous years. This was reiterated from Sandy Elkins. This is a trend seen in the area and not just St. Matthews Pre-school. Greg explained that any surplus goes back to the church.
 - Distributions from both the Woodland Trust and the Bertolet Trust have been kept to a minimum over the last few years in anticipation of future expenses coming up over the next few years. The roof came in at approximately \$16,000 which is well below what was budgeted for 2013.
 - Payroll will be up with the addition of a second minister. The budget has the second minister starting in July of 2014. The goal or vision in future years is to grow the contribution line/offering line so we do not use up all of the operating cash reserve. Part of the reserve that we received this year can be used for next year or 2014 when the new minister comes.
 - A motion was made and seconded to approve the new 2014 budget. This motion was unanimously approved.

Call Committee Review

Rob Kratz Provided a Call Committee Review:

- They have done a mock interview.
- At this point they are not getting any qualified candidates from the Synod. There are very few qualified candidates which is the biggest problem. We may have some to choose from with graduation in May. There are only about two dozen graduating. We will also ask Pastors in the area if they are interested in our open position.
- There is a national database so if there is anybody interested in the Philadelphia region we could get those names from the Synod.

Revision to the Constitution

- Phil Harnish provided an update on required changes to the Constitution.
 - He explained every two years the ELCA makes revisions. The two biggest revisions are the following:
 - First - How a church leaves membership from the ELCA.
 - Second major change is that Council is required to have a Youth Member on Council from 12-21 years of age. This will start in 2015 when we get new members on Council.
 - Other changes were made with updating the responsibilities for the Executive Members of Council, as these were outdated. Also the roles and responsibilities for the different committees were also updated.
- A motion was made and seconded to approve the Revisions to the Constitution. This motion was unanimously approved.

Review and Approval of the Mission Statement

Pastor Tina reviewed the new Mission Statement.

- Pastor Tina provided some background on why we are changing the Mission Statement. Our old one was over 20 years old and with our growth and changes to the church we were ready for something more. A group of Congregation Members spent this summer and this fall with an outside consultant (Carol Sheppard) to help outline what our new mission and focus should be. She helped outline where we want to be by 2020.
- We have become a community that serves through outreach and actions. Pastor Tina reviewed what our Outreach team does. This team will help to put anyone's vision into action.
- The goals this year with our Mission Statement include the following:
 - Keep communicating our strategy and our mission
 - Call an Associate Pastor
 - Develop a strategy to Brand our new Mission Statement. We are a Congregation of six generations so we need a way to reach out to all of these different groups. There is a Committee helping assist on building this brand and strategy.
 - Continue to support the growth and outreach ministries.
- A motion was made and seconded to approve the new Mission Statement. This motion was unanimously approved.

Other Items

- There was a suggestion to have two annual meetings a year. This suggestion will be brought to Council.
- John Kerrigan thanked the Council Members leaving and our President, Sandy Knapp, for all her service over the last three years during our time of change.
- Carol Zillmer Thanked the Council for their work and noted how special the church is too her.

Adjournment

- A motion was made and seconded to adjourn the meeting which was unanimously approved.
- We closed the meeting with the Lord's Prayer.

Respectfully Submitted,

Brian Delin
Council Secretary