

**Messiah Evangelical Lutheran Church**  
**Congregational Meeting – August 14, 2016**  
*Called into community, gifted to serve;*  
*Glorifying God through love in action.*

A special congregational meeting was called to discuss the coming needs of the Church regarding maintenance and upgrades. The meeting was called to order by President Julie Gerstenberger, and a count confirmed that a quorum (44) was present.

- **Opening prayer**  
Pastor Aileen opened the meeting with prayer.
- **Minutes from May 15 congregational meeting**  
The Congregation motioned, seconded, and approved the Minutes of the May 15th Congregational Meeting.
- **Review Phase 1 status**  
**Congregation Discussion**  
Tom and Julie fielded the questions from the congregation

**Capital Improvements – Phase 1**

- Parking lot
  - Sealing and improvements complete
- Sanctuary heating & air conditioning
  - Near completion

**Capital Improvements – Phase 1 Budget Detail**

|                                                                   | Planned                  | Actual    |
|-------------------------------------------------------------------|--------------------------|-----------|
| Sanctuary VRF heating/AC                                          | \$74,800                 | \$76,800  |
| Sanctuary HVAC electrical                                         | \$17,000                 | \$17,800  |
| Concrete pad for compressors                                      | \$2,150                  | \$7,850   |
| Project drawings                                                  | \$9,500                  | \$9,500   |
| Sanctuary VRF HVAC Subtotal                                       | \$103,450                | \$111,950 |
| <i>Contingency: Sanctuary air exchanger (if required by town)</i> | \$20,800                 | \$54,200* |
| Other contingency costs                                           | \$11,250                 | \$14,250  |
| Sanctuary HVAC Project total                                      | \$135,500                | \$126,200 |
| Parking lot upgrades                                              | \$19,500                 | \$19,500  |
| TOTAL                                                             | \$134,200 -<br>\$155,000 | \$145,700 |

\*deferred to Phase 2/3

**Future Capital Projects – 1 of 2**

|                                                       |                  |                           |
|-------------------------------------------------------|------------------|---------------------------|
| Sanctuary Roof                                        | \$115,000        | <b>Critical</b>           |
| Make-up Air Unit – Sanctuary/Fellowship Hall          | \$60,000         |                           |
| Make-up Air Unit – Electrical                         | \$2,000          |                           |
| Stamped Drawings Phases 2 & 3                         | \$14,000         |                           |
| <b>Subtotal – Critical projects</b>                   | <b>\$191,000</b> |                           |
| HVAC – Phase 2 (Office Area)                          | \$100,000        | <b>Highly recommended</b> |
| HVAC – Phase 2 – Electrical                           | \$10,000         |                           |
| HVAC – Phase 3                                        | \$180,000        |                           |
| HVAC – Phase 3 Electrical                             | \$15,000         |                           |
| Office Area Roof & Lower Flat Roof                    | \$10,000         |                           |
| Sanctuary Painting & Carpet                           | \$50,000         |                           |
| <b>Subtotal – Highly recommended projects</b>         | <b>\$365,000</b> |                           |
| <b>Total – Critical + Highly recommended projects</b> | <b>\$556,000</b> |                           |

**Future Capital Projects – 2 of 2**

|                                                 |                  |                                      |
|-------------------------------------------------|------------------|--------------------------------------|
| Exterior Painting                               | \$50,000         | <b>Recommended</b>                   |
| <b>Subtotal – Recommended projects</b>          | <b>\$50,000</b>  |                                      |
| Kitchen Upgrades                                | \$60,000         | <b>Possible further enhancements</b> |
| Second Sanctuary Screen & Projector             | \$13,000         |                                      |
| Security Camera System                          | \$10,000         |                                      |
| Front Digital Sign                              | \$30,000         |                                      |
| Rear/Other Signage                              | \$5,000          |                                      |
| Conference Room Upgrades                        | \$2,000          |                                      |
| Move Cathy’s Office                             | \$5,000          |                                      |
| Pew Cushions                                    | \$8,000          |                                      |
| Interior Painting                               | \$11,000         |                                      |
| <b>Subtotal – Possible further enhancements</b> | <b>\$144,000</b> |                                      |
| <b>Total – All capital projects</b>             | <b>\$750,000</b> |                                      |

- **Review proposal for vote**

**Proposed Motion** - The HUB proposes the following motion:

- “To approve a \$100,000 unsecured loan from the ELCA Mission Investment Fund to ensure that roofing work is completed before winter, and
- to approve proceeding with a Capital Campaign to raise \$556-750K to make needed capital improvements including reroofing, full facility heating to replace the failing boiler system, and other potential projects based on congregational support, with a congregation-wide fundraising campaign to launch in Fall 2016 with support from the Mission Investment Fund Capital Campaign Services team. A loan from the Mission Investment Fund will be considered as needed based on project priorities and fundraising results; if needed, a loan will require future congregational approval after the fund drive results are known.”

The motion was made and seconded as proposed. After discussion and questions from the congregation it was unanimously approved by written ballot (44 votes received).

Hans Irmer challenged us to also continue to focus outward.

Questions were asked about how we will proceed from here.

The meeting was adjourned.

- **Closing prayer**

Pastor Aileen closed with prayer

Respectfully submitted,  
Joanne Ligtenberg