

## WPC DEACONS MEETING MINUTES

January 23, 2019 @ 7 p.m. (room 106)

**Present:** Sandy Gruneich, Eric Jopperi, James Lee, Barbara Thackeray, Marian Wahl, Donna Goring, Kevin Melver, Mike Grau   **Absent:** Pat Schumacher, Susan Shellito

### I. CALL TO ORDER

### II. DEVOTIONAL

### III. REVIEW AND APPROVAL OF MINUTES FROM DEC. 12, 2018.

### IV. WELCOME and distribution of contact information

The list of committee members and their contact info will be distributed in electronic form as well as in print. Please review and correct your information if necessary.

- Co-Moderators: Pat Schumacher & Lisa Bansen-Harp
- Secretary: Margo Works
- Treasurer: RaeAnn Hall
- Deacons, class of 2019: Sandy Gruneich; Eric Jopperi ; James Lee; Susan Shellito; Barbara Thackeray; Marian Wahl, Margo Works
- Deacons, class of 2020: Donna Goring; Mike Grau; RaeAnn Hall; Kevin Melver

### V. OVERVIEW OF DEACONS' ACTIVITIES / RESPONSIBILITIES:

- **Congregational meals** (Winter event, Memorial Day; Rally Day)
  - Saturday, March 9, 2019: Talent Show and Chili Cook-Off (with Discipleship)
    - Pastor Jon will MC
    - Discipleship asks for Deacon help with the following (in addition to helping get the word out!):
      - Cornbread:** Mike, Kevin, Donna, and Margo
      - Green Salad:** Sandy
      - Clean-up:** will be addressed closer to the event
      - Loan of Crock Pots:** RaeAnn, Margo, Kevin, Donna, Marian, Sandy
  - Memorial Day Picnic: May 26, 2019 (needs to go on church calendar)
  - Rally Day Picnic: Sept. 8, 2019. Session believes there would be better attendance on Rally Day than on Labor Day, and that the picnic would make Rally Day a bigger event.
- **Ushering:** Dave Stobbs and his lead ushers will continue recruiting ushers. Sheila sends out calls for tween ushers.
- **Birthday cakes on first Sundays:** Marian will continue as point person. Margo will continue to pick up cake from Acme.
- **Greeting Card Ministry:** Point people: Donna and Kevin.

We discussed the possibility of having cards available on a table in Wright-Herberich Hall so that members of the congregation could stop by after Sunday services to add their names and a short message for that week's recipients.

Cards and stamps are stored in the library.
- **Bereavement:** Marian will continue as leader.

Margo will do punch. Lisa and Kevin will be added to the list of bakers

- **Befrienders** (new area for Deacons)
  - Rockynol Valentines Flower project: point people: Lisa Bansen-Harp & Kristy Yates  
Sunday School kids will make cards for members at Rockynol and Concordia.  
In addition to residents of Rockynol Assisted Living, we'll deliver flowers to WPC members at Rockynol Apartments, Concordia, Brookdale Nursing Home (Iris Kuehls), and Greenfield Estates (Martha Nelson), and shut-ins on February 14.
  - Meals assistance: will continue to be handled informally for now. Kevin expressed a willingness to help with meals, but in the past hadn't known who was in charge.
  - Visitations: Jon will come up with a list of folks to visit for now. At some point, he and Anna Marie will work together to refine the list.
- **Green WPC** (new area under exploration): Point person is Margo who will:
  - 1) provide a "green" suggestion in Script and bulletin.
  - 2) talk to Becky Pool, moderator of Outreach, about placing a box to collect CD's, DVD's to recycle.

Jon suggested that we might post information about WPC efforts to be more green on the church website. He also mentioned that some churches highlight environmental stewardship during Lent, so this might be a good to focus an effort in future years.

Marian will check into cupcakes rather than a birthday cake each month to minimize waste. Alternatively, we could use plates and flatware if we could find volunteers to wash them.
- **Communion Service** (organized by Worship Committee: Deacons and Elders sign up to serve)  
Phil Fry is in charge. Sign-up sheet for the next three months was circulated during the meeting.

**Reminder:** For all Deacon activities, written records (dates, people involved and served, expenses incurred) are helpful. Jon made the suggestion that perhaps the helpers that come in on Thursday could digitize these records so they'll be more readily available when new people come onto committees.

## **VI. TREASURER'S REPORT – RaeAnn Hall**

We were expecting to require \$2, 420 in a draw from the general fund. We only required \$1, 480.72, which is \$939.28 under budget for 2018.

## **VII. EXPENSE VOUCHERS, explained**

- 'Disbursement'/ Expense Vouchers are available for download from the WPC website under "Resources." Printed copies are available in the office.
- Deacons who purchase pre-approved materials or ingredients should keep their receipts, fill out an expense voucher, attach the receipt, and give it to one of the Moderators or the Treasurer of Deacons, who will sign off and submit it for reimbursement. Reimbursements are typically sent out within the week of submission.

## **VIII. MEETING DATES FOR 2019**

Review of dates currently scheduled for first half of 2019:

- Wednesday, Jan. 23
- Wednesday, Feb. 20
- Wednesday, April 17

We also voted on whether we would like to have a meeting as part of a brunch on a Saturday, but this didn't work for enough people's schedules.

**Possible dates for May-Dec. meetings:** (These will be finalized at a future meeting)

-- May 15 (to finalize details for the Memorial Day Picnic)

-- move the currently-scheduled June meeting to July 17 (to plan the Labor Day Picnic)?

--August 21 (finalize Labor Day Picnic) if necessary

--October 16

--Dec. 18 (or 11<sup>th</sup>, which is the 2<sup>nd</sup> Wednesday)

**CLOSING PRAYER**

**NEXT MEETING: Wednesday, Feb. 20, 2019 at 7:00 p.m. (room 106)**