

Church Council Minutes
Trinity Lutheran Church, Latrobe, PA
December 16, 2025

- I. Call to order
- II. Devotions/Opening Prayer-Joe Bruzda
- III. Prayer Partners
- IV. Roll Call

Present: Pastor Jess Felici, Herb Harris, Kayla Yasurek, Joe Bruzda, Mark Jones, Dana Shannon, Heather Deemer, Darlene Hoffmann, Jarrett Nicely, Dave Gebhart, Meri Beth Elder, Karen Clair, John Hugo, Linda Brigaman, Kaden Shannon

Excused: 0; **Unexcused:** 0

Motion to accept roll: Dana Shannon; seconded by Mark Jones

- V. Adoption of Agenda, Motion: Heather Deemer; seconded by Meri Beth Elder
- VI. Review of Minutes

- a. Under VIII., letter C., change “communion record” to “communion envelopes”
- b. Remove extra line space under IX., letter A.
- c. Under IX., letter D., change to 8 p.m. Christmas Eve

Motion to accept minutes: Kayla Yasurek; seconded by Joe Bruzda.

VII. Communications: Two thank you notes were received.

VIII. Treasurer’s Report

- a. At the end of November the bank account balance was \$73,845.
- b. Total giving has been better than planned for this month.
- c. Hospitalization, insurance and FICA came in less than budgeted.
- d. Offices are still keeping expenses down, and committees are on track, too.
- e. Cash flow is up and our deficit is lower than anticipated.
- f. There is \$10,080 in the Christmas Basket fund.

Motion to accept Treasurer’s Report was made by Heather Deemer; seconded by Karen Clair

IX. Ministry Report

- a. Pastor Jess carries the individual communions
- b. Youth is building momentum in Trinity, and there are wonderful things happening.
- c. Recent wedding at Trinity: Justin Hugo and Nicole Cramer on 11/8/2025; funeral: Theresa Dry on 11/4/2025

X. Unfinished business-None

XI. New Business

- a. Council Retreat will be on January 17 from 9 a.m.-2 p.m.
Complete your *spiritual gifts survey* please.
- b. Council liaisons should tell their committees that committee chairs are responsible for bringing food to the retreat, and if they cannot attend, they must designate a person to bring food.
- c. A new goal is for committees to submit motions through council liaisons specifying what they need from council.
- d. Employee handbook revisions:

Finance Committee Motion

The finance committee recommends adjusting the compensation for Called Staff as follows.

Decrease the salary budget line by \$10,000
Increase the Housing Allowance budget line by \$10,000
Motion passed unanimously.

- e. Personnel Committee Recommendations
 1. Office Staff - The church wants to have one secretary to do a cohesive job. More details will be discussed in January.
 2. Parental leave will be offered to church employees including 2 weeks paid time off and 6 weeks unpaid time off.
(exploring these options for later review)
- f. The council packet will now contain written explanations of recommendations for members to review for the next monthly meeting.

- g. Officer elections
 1. Jarrett Nicely-President
 2. Mark Jones-Vice-President
 3. Heather Deemer-Secretary

4. Herb Harris-Treasurer

h. Upcoming in February: committee chair elections

Motion to Adjourn by Darlene Hoffmann; seconded by Joe Bruzda
Adjournment with Prayer at 8:14 p.m.