

CMCL Council Meeting – November 11, 2025, 7:00 PM Grant Street Building

Present: Deb Van Pelt, Hope Sholly, Beth Oberholtzer, Laurel Martin, Mike Sharp, Marlene Reiff, Craig Clearwater (via zoom), David Stallings, John King, Susan Gascho-Cooke

Absent: Lynn Bergey

1. Opening (Beth) – *Tell us something good!*

2. Financial Reports (Hope)

- We are 2 months into the budget year
- Offerings are tracking last year with a small uptick of about \$4,000 YTD over last year
- Expenses are in line with budget
- YTD we have a small deficit of about \$5,000

John motions to approve the October Financial Report. Laurel seconds. All in favor.

Action: October Financial Reports approved.

3. Pastoral Search Committee (Carol Eby-Good)

-Due to the fact that we have not had luck with our current job descriptions, Pastoral Search Committee re-cast the two roles needed with new job descriptions. Pastor Judy & Pastor Ron's last day will be mid-March, so there is a sense of urgency to fill these positions. Below are some comments about the updated drafts of the two new job positions.

a. Church Administrator

-This will no longer be a pastoral position. Rather, one that completes administrative tasks. They will manage projects and programs of the church, delegate work that needs to be done, supervise paid staff, etc. It will be a .5 fte position.

b. Associate Pastor of Youth and Young Adult Ministries:

-This new youth pastor position will assist in both the pastoral care in youth as well as the rest of the congregation. It will share on-call responsibilities. It will be a .75 fte position.

-Council reviewed the updated drafts of the two church roles. Council suggests a few changes:

1. Clarify the supervision of the Associate Pastor (staff relations, pastoral team).
2. Include that the Youth Pastor is to share on-call responsibilities.
3. Clarify that the Church Administrator would not directly supervise pastoral staff, but would coordinate projects and programs of the church with staff. Church Administrator would report to SRC and Council.

Beth moves that if the suggested changes are made, Pastoral Search committee can move forward with the two new job descriptions, (with the hope of retaining the current search committee). Marlene seconds. All in favor.

Action: Pastoral Search Committee can move forward with the two new job descriptions (given that the suggested changes by Council are made).

4. Staff Relations Committee

a. **Staff Reports:** Council reviewed November staff reports.

John motions to approve the November Staff Reports. Deb seconds. All in favor.

Action: November Staff reports approved.

b. **Staff updates:**

-Ron & Judy Zook: Interim Admin Pastor roles ending March 15, 2026

-Dan Laubach has begun his position as the Interim Director of Youth Ministries

-Henry Clapper will be interim sexton through February 2026

5. ICE Protocol Conversation

-the protocol document was distributed to council members

-At minimum, CMCL should have a script in case ICE agents approach the church

-CMCL to reach out to other congregations to see what their protocols are.

6. New Council Members

-Ideally Council should have 9 voting members. There have been a lot of people asked to join Council, but most answering "no."

7. Adjourn

John motions to adjourn the meeting. Laurel seconds. All in favor.

Action: Meeting adjourned.

8. Future Agenda Items

-5 Year Goal Setting

Notes: Hope Sholly

November minutes unanimously approved by council via email on November 11, 2025.