

Church Council Minutes
Trinity Lutheran Church, Latrobe, PA
January 17, 2026 / Weis Room
(Council Retreat)

- I. Call to order
- II. Devotions/Opening Prayer by Pastor Jess Felici
- III. Prayer Partners
- IV. Roll Call: All Present:
Pastor Jess Felici, Herb Harris, Kayla Yasurek, Joe Bruzda, Mark Jones, Dana Shannon, Heather Deemer, Darlene Hoffmann, Jarrett Nicely, Meri Beth Elder, Karen Clair, John Hugo, Linda Brigaman, Kaden Shannon.
Excused: None Unexcused: None
- V. Adoption of Agenda: Motion to Accept: Meri Beth Elder; seconded by Joe Bruzda.
- VI. Review of minutes from December: Corrections made on the first draft:
*add a period after VII.i about Christmas Baskets
*Non changed to None in X. Unfinished Business
*added Herb Harris-Treasurer to g.3. Officer Elections
- VII. Communications:
 - A. Trinity received a Christmas card from the presiding Bishop of the ELCA
 - B. Council discussed a letter requesting to borrow our Pastors for their church.
 - C. Latrobe Foundation sent Trinity a thank you note for our \$90 contributions to the Latrobe community gardens.
- VIII. Treasurer's Report
 - A. The end of month bank balance was \$65,273.68.
 - B. Giving in the year 2025 was better than expected.
 - C. We saved on allowances this month for hospitalization and FICA expenses. We are still running under the planned amount.
 - D. Committees ran \$336 more than planned, and the Pastors challenge committees to be careful stewards with the funds they have allotted.
 - E. We are in conversation with other churches to find an auditor as a group of churches.
 - F. On a positive note, the gas bill is down since the boiler renovations have been completed.
 - H. LED lights have been installed in the church where applicable to decrease energy costs.
 - I. It should be noted that we are still relying on some endowment money each month.

IX. Ministry Report

- A. Over 500 people came through the church doors between Christmas Eve and Christmas Day services.
- B. A mother with children who attended Christmas Eve service has called the church to baptize her children here.
- C. The Church wants to build a “space” for more young people, and Youthquake is happening the weekend of January 23-24. Great things are happening with Trinity’s youth.

X. Unfinished Business

- A. A new Employee Handbook has been published. (Lucinda Nicely made the proper updates.)
- B. A Motion to accept the new Employee Handbook was passed unanimously.**

XI. New Business

- A. Motion from Personnel:

The Personnel Committee recommends:

To hire a 40 hour per week office secretary with a full benefits package plus a salary range of 39,520.00 - \$48,402.00, thereby consolidating the office staff.

(Motion passed unanimously)

Volunteer and in-house substitute secretaries could be used in a pinch if the hired secretary is absent or on leave.

B. Finance Committee Motion:

The Finance Committee moves to make a journal entry increasing the use of Mission Endowment Funds to zero out the deficit.

(Motion passed unanimously)

- C. Council Liaisons-- assignments for the upcoming year were given and Accepted.
- D. Annual Ministry Meeting coming up March 15 after church. Covered dish lunch of soup, sandwiches etc., followed by the meeting at 12:45.
- E. Dana Shannon is looking for anyone available during the 8:15 church service to monitor comments in the chat, especially needed for cases where the streaming of the church service is not working.

Motion to Adjourn: Kaden Shannon; seconded by Joe Bruzda

Adjourned with Lord’s Prayer at 12:58 p.m.