

**\*\*SUBJECT TO APPROVAL BY THE CONGREGATION COUNCIL AT IT'S NEXT MEETING\*\***

**Trinity Lutheran Congregation Council**

**November 15, 2023, 7:30 p.m.**

**Opening Business:**

The Trinity Lutheran Congregation Council meeting was called to order by acting President, Jerald Oakes, at 7:35 pm on November 15, 2023.

Pr. Elizabeth opened the meeting with a prayer.

**Members Present:**

Pr. Elizabeth, Jerald Oakes, Steve Nelson, Bethany Moen, Terry Holland, Laurie Moen, Lori Wilhelmson, Betty Dokken, Lorilynn Dehning, David Storlie, Kim Kapplinger (virtual), Jacque Wennes (virtual)

Secretary's Minutes for October 11, 2023, and October 19, 2023, were read. Terry made a motion to approve the secretary minutes for both meeting dates, seconded by Bethany. Motion carried.

Treasurer's Report (placed on file). Highlights listed below. Betty made a motion to approve the treasurer's report, seconded by Lori. Motion carried.

October 1, 2023,	balance	\$41,195.05
	47 credits	\$22,321.86
	34 debits	\$49,436.80
October 31, 2023,	ending balance	\$14,080.11
	6 outstanding checks	\$1,816.95
	1 credit outstanding	\$1,705.00
	Ending balance	\$13,968.16

\$7,000 was repaid on our line of credit at Merchant's Bank. The total amount borrowed to ourselves is now \$10,000.

**Staff Reports:**

Pastor Elizabeth (see attachment)  
Pastor Lane (see attachment)

## **Team Reports:**

### **Education (Bethany)**

- \*Pastor Elizabeth shared education updates in her staff report.
- \*There are 10 youth signed up for the ELCA Youth Gathering next summer.
- \*Mary Zaffke, Charity Schroeder, and Rachel Storlie are directing the Sunday School Christmas program.
- \*Release Time, Wednesday Bible School, Confirmation, and Sunday School are all occurring.

### **Outreach (Terry)**

- \*No update.

### **Care Ministry (Laurie)**

- \*A busy season. They will be filling 48 Christmas Cheer bags. They are planning to pack and deliver on 12/9.
- \*Care Ministry received \$3,000 from Mission to End World Hunger, \$1,000 from the Spring Grove Lions Club and \$393.00 from Bag-a-Buck offering.
- \*They are filling 18 weekend lunch bags for school. This is up from last year's number.
- \*The Little Free Pantry is being utilized.

### **Worship (Lori)**

- \*For Thanksgiving there will be baskets at the church and people will be asked to "bring items to fill the baskets." These items will be added to our Little Free Pantry. Items that are needed: canned chicken or tuna, canned ravioli, instant oatmeal, cereal, canned fruit, peanut butter, jelly, and pancake mix.
- \*For Christmas, the Worship Team is asking to borrow nativity sets from those who have extra sets. They will be using them to decorate the basement and the nativity sets will be returned.

### **Staffing (Betty)**

- \*Betty shared her appreciation to Greg Wennes for advertising for the Youth Director position for six weeks on the radio station. Greg listed this ad at no cost to the church.
- \*A flyer has been sent to the La Crosse, Mankato, and Winona Campus Ministries to have them advertise for the Youth Director position.

## **Communication (Mary) Read by Pastor Elizabeth**

\*We have not officially met, but did have an article in the newsletter on behalf of the council regarding the funds needed for the copper ornaments on the steeple.

\*I also, with the help of Hayden St Mary (recent confirmation student), interviewed Jerald Oakes about the steeple project. Hayden is creating a YouTube video for our church website.

\*Kya Deck and Hayden St. Mary interviewed Nola Nackerud for the November newsletter. She is our missionary that we support through donations to the Missionary for a Day candle. This was part of their Confirmation project as a way to help communicate to the congregation what the work is that Nola does. I would encourage people to read it.

\*Worship and Communication Teams will be planning another simple gathering, like the bonfire. No date determined yet.

## **Mission (David)**

\*Working with Marlene on Thankful Gifts catalog, the catalog will be available to people after church, during fellowship, when completed.

## **Property (Jerald)**

\*Met at the Trinity Center to discuss parking lot. Decided with fall coming that now is not a good time, so they decided to wait until spring to determine what should happen.

\*Jerald shared that he isn't sure what the city will do with the street parking outside of the Trinity Center. Right now, there are "no parking during the school day" signs.

\*Jerald shared that there is some exterior lighting near the Trinity Center, but it isn't great. There will be an update to the lighting across the street from the church. Bruce Bergsgaard is looking into options for better lighting. Discussed two lights at each entrance of the church.

\*Church bathroom and lounge windows were changed; they were cracked and old. This cost will be \$800 plus the cost of installation. Tim Ladsten completed the work.

\*Trinity Center thermostat: Winona Controls could program it for \$300. Gary Wilhelmson has been monitoring it and has volunteered to continue monitoring vs. programming the thermostat.

## **Finance (Jacque)**

\*YTD Income: \$223,495.31 and YTD Expense: \$274,583.57 with a YTD Balance: -\$51,088.26

\*Borrowed from ourselves \$25,000: from Merchants \$10,000 at 8%.

\*We have not received any additional payments from ERC funding.

\*2024 budget will be presented to Council tonight.

## **Continuing Business:**

### **1. Steeple Update**

\*Work will start this week or next. We may need to wait until spring for the shingles and decorative ornament pieces to be completed due to the weather. It will take time to remake the decorative ornaments.

### **2. Master Plan Update**

\*Jacque shared two documents #1 – Master Plan Report and #2 – Kraus Anderson Report

\*These will need to be discussed. The most likely next meeting will be after the first of the year.

### **3. Sabbatical Update**

\*No new updates.

\*Pastor Lane needs to sign the new contracts.

### **4. Graveyard Update**

\*Pastor Elizabeth has been in contact with three organizations - - one responded with a \$14,000 bid, one did not respond and that other is a PhD project that would be little to no cost. The PhD project is a student at Mankato State and is from Norway.

\*The project will need to wait until the spring or when the ground has thawed. It will take about three weeks to complete the project.

### **5. Revised Bank Authorization Update**

\*After last month's motion, Steve Nelson will be the last one to sign. JeanAnn Tweeten and Steve Nelson will be signers on the Luther League account.

\*The Luther League credit card/debit card is being put in Pastor Lane's name.

## **New Business:**

### **1. Select Auditors for 2023 Annual Report**

\*Jacque made a motion to have Sheri Allen and Autumn Wiste as auditors for the fiscal year of 2023, the date set for the audit is January 21, 2024. Seconded by Betty. Motion carried.

### **2. Luren Singers**

\*Motion made by Terry to allow the Luren singers to hold their concert at Trinity Lutheran on December 10, 2023. Seconded by Betty. Motion carried.

### **3. Youth Director/Lane**

\*Pastor Lane is covering Release Time (with Pastor Elizabeth), ELCA Youth Gathering work, Wednesday Bible School.

\*Motion by Betty to pay Pastor Lane \$20 per hour (decrease from \$30 per hour per his request) for his youth work, including Youth Gathering work, class work and prep work. Seconded by Lori. Motion carried.

### **4. Nominating Committee**

\*This committee needs to get started. Michelle, Laurie, Terry, Lenny, Bethany are the individuals going off of Council after this year. These individuals, along with Gary Wilhelmson, Mary Zaffke, and Saundy Solum will make up the Nominating Committee.

### **5. Stained Glass Windows**

\*\$35,480.85 will come from Heritage Endowment and \$16,666.67 will come from the Elaine Naason Bequest.

\*We also still need around \$9,000 to complete the steeple project.

\*October had five Sundays and two of those Sundays had big events planned at church, but giving was still down in October.

Meeting extended by 15 minutes – Betty made a motion to extend the meeting by 15 minutes. Seconded by Terry. Motion carried.

### **6. Budget:**

\*Lorilyn summarized the budget that was presented. The Finance Team took the last three years and averaged those numbers to create the 2024 budget.

\*Amount needed per week to make budget: \$6,574

\*Some changes or things that are coming: there is \$1,000 set aside for organ repair, Property Team raised utilities and insurance lines, Marlene is due for a new computer, postage is now located under business/management/finance and a 2% staffing increase, except for pastors.

\*Projected budget: \$341,835

### **7. Pastor Elizabeth Housing Allowance**

\*Motion made by Jacque to designate Housing Allowance for 2024 per Synod guidelines at 30% of base salary which is \$14,773.20. Also, fair market value of parsonage will remain at \$12,000 for 2024. Seconded by Terry. Motion carried.

Meeting extended by 15 minutes – Betty made a motion to extend the meeting by 15 minutes. Seconded by Terry. Motion carried.

#### **8. Pastor Wage/Salary**

\*Motion made by Betty to move Pastor Elizabeth to level 12, as recommended by the Synod guidelines, and accept her salary of \$49,244 for the year 2024. Seconded by Jacque. Motion carried.

#### **9. Budget:**

\*Review prior to next month's meeting for more discussion.

#### **Lord's Prayer and Adjournment:**

\*Jerald made a motion to adjourn the meeting. Laurie seconded. Motion carried. Meeting adjourned at 9:07 pm, followed by the Lord's Prayer.

**Next Meeting:** moved to Tuesday, December 14, 2023, at 6:30 pm

#### **Upcoming Dates:**

\*Luren Choir Concert December 10 at 2 pm

\*Christmas Program December 19 during worship

**Submitted by:** *Bethany Moen*