

## TRINITY LUTHERAN CONGREGATION COUNCIL

March 8, 2023 • 7:30 p.m.

### OPENING BUSINESS:

The Trinity Lutheran Congregation Council meeting was called to order by President, Kim Kapplinger, at 7:40 p.m. on March 8, 2023.

Pr. Elizabeth opened the meeting with a prayer.

#### Members Present:

Pr. Elizabeth, Betty Dokken (via cell phone), Terry Holland, Michelle Jahnke, Kim Kapplinger, Bethany Moen, Laurie Moen, Leonard (Lenny) Myrah, Steve Nelson, Jerald Oakes, David Storlie, Jacque Wennes (via Facetime), Lori Wilhelmson, Mary Zaffke

Secretary's Minutes for February 8, 2023, were read. Lenny requested that the personal comments be removed from the Annual Meeting. Minutes were edited. Laurie M. made a motion to approve the secretary minutes, seconded by Terry. Motion carried.

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

#### General Fund (Merchant's Bank)

February 1, 2023 balance	\$18,451.66
45 credits	\$20,264.49
22 debits	\$19,969.30
February 28, 2023 ending balance	\$18,746.85
12 outstanding checks	\$9,702.73
February 28, 2023 balance	\$9,044.12

### STAFF REPORTS:

Pastor Elizabeth (see attachment)

- **Council as Leaders** - March 19, 1-4pm in Albert Lea and online. If interested in attending, you can sign up on the synod website.

Pastor Lane (see attachment)

Kerri Jahnke (see attachment)

### TEAM REPORTS:

#### Care Ministry (Laurie)

- Relief, Recover, Rebuild was a huge success. Leftover cookies were given to community groups.

#### Communications (Mary)

- The team streamlined the Time and Talent Survey as the prior sheet was too overwhelming. Team is recommending that we have two separate Time and Talents Surveys.

### **Education (Bethany)**

- First communion with 5<sup>th</sup> graders
- Easter breakfast
- Confirmation for the 9<sup>th</sup> graders
- Senior Recognition Sunday
- Day Camp
- Confirmation Camp
- Mission Trip

### **Finance (Jacque)**

- Kathy Overland and Sheri Allen will finish unaudited Endowments and WELCA accounts in time for the April Finance Team meeting.
- Kathy Overland, working with Jacque Wennes, presented a new document for the endowments to complete quarterly per Trinity's Constitution for financial review by the Finance Team.

### **Property (Jerald)**

- Walk-through of the church.
- Looked at the steeple and attic.
- Getting bids for the steeple work.
- Concrete on the north entrance - getting bids.
- Chimney that we do not use - Andy Allen/Allen Construction will take it down for \$3,600.
- Walked through the Trinity Center. Says structurally sound.
- Tore up part of the floor in the Fellowship Hall to look at what is underneath.
- Picked up a radon kit to test the church.

### **Staffing (Betty)**

- Submitted messages to colleges and area churches for a Handbell Choir director. Have not heard back yet. If no one contacts Betty, she will contact them again in July.
- Sent out performance evaluation questions to the employees.
- Sent out vacation forms for employees to fill out and turn in to the bookkeeper. Pr. Elizabeth will approve vacation forms.
- Talking about making a board with pictures of the staff.

### **Worship (Lori)**

- Discussed Holy Week
- Housecleaning of decorative items

## **CONTINUING BUSINESS:**

1. Committees to explore Trinity Center and Release Time
  - Eight people from Trinity identified: Barb Gulbranson, Andy Allen, Lorilyn Dehning, Lee Hoekstra, Rachel Udstuen, Michelle Jahnke, Karen Bingham, and Scott Solberg. Pr. Elizabeth has not heard back from the area churches. Pr. Elizabeth will send a follow-up letter to the area churches and will verbally make announcements at worship services.
  - Lenny made a motion that Barb Gulbranson, Andy Allen, Lorilyn Dehning, Lee Hoekstra, Rachel Udstuen, Michelle Jahnke, Karen Bingham, and Scott Solberg be a

part of the Trinity Center and Release Time the Committee, with Michelle Jahnke setting up the first meeting, seconded by Gerald. Motion carried.

2. New Member packets

- Pr. Elizabeth gave new council members their packets.

**NEW BUSINESS:**

1. Roger Tollefsrud Estate Gift

- Roger Tollefsrud's Estate Gift is \$10,000 that can be put in any special account. Laurie made a motion to put the \$10,000 toward the steeple project, seconded by Bethany. Motion carried.

2. Gerald reported that Waste Management's contract from 2019 (5-year contract) average cost is \$500 a month. Richard Sanitation's cost is \$77 a month. Jacque made a motion to send Waste Management a certified letter and an email discontinuing their service immediately, seconded by Gerald. Motion carried.

3. Jacque (Finance Team lead) made a motion to leave Fair Market Rental Value for parsonage at \$1,000 per month including utilities for the year of 2023. Mike Betz, who audited Trinity's financials for 2021, stated that Fair Rental Value needs to be on the pastor's W-2 each year, seconded by Lori W. Motion carried.

4. Jacque (Finance Team lead) made a motion for the Employee Retention Credit (ERC) funding distribution as follows:

- \$3,500 Congregation Consulting Services (invoice paid)
- \$6,000 First Fruits Benevolence donation
- \$26,000 Increase loan to ourselves (this would make \$40,000 available for loan to ourselves)
- \$25,087.66 Set aside for Special Projects
- \$2,000 bonuses of \$500 each to Scott Solberg, Marlene Deschler, Stewart Storlie, and Gary Wilhelmson
- For a total of \$62,587.66

Seconded by Betty. Motion carried.

**LORD'S PRAYER AND ADJOURNMENT**

- Lenny made a motion to adjourn the meeting, seconded by Mary. Motion carried. Meeting adjourned at 9:14 p.m., followed by The Lord's Prayer.

**NEXT MEETING:** Wednesday, April 12, 2023, at 7:30 p.m.

**UPCOMING DATES:**

- Next newsletter items due March 24 (April-May newsletter)

Submitted by *Michelle Jahnke*