

**** SUBJECT TO APPROVAL BY THE CHURCH COUNCIL AT ITS NEXT MEETING****

Trinity Lutheran Church Council

June 14, 2017

The Trinity Lutheran Church Council meeting was called to order by Mary Deters at 7:45 pm on June 14, 2017 in the Gathering Room at Trinity Lutheran.

Members Present: Pastor Scaife, Mary Deters, Debra Spence, Steve Nelson, Barb Arnold, Jean Ellingson, and Mary Zaffke.

Also Present: Lee Hoekstra (Property Team), Lorilyn Dehning (Finance Team), Nolie Kapplinger (Staffing), and Carlyn Kraabel (Past President)

Pastor Jim opened the meeting with prayer.

Secretary's Report for May 10, 2017 was approved.

Treasurer's Report – placed on file.

- In May, an anonymous gift of \$6,900 was given to the general fund.
- The net income for the first 5 months of 2017 was up 69% (due in part to the anonymous gift).
- More Trinity members are doing online giving.

STAFF REPORTS:

Pastor Jim

- During the interim period the synod office seeks input from councils on the barriers and opportunities for gay pastors to serve the congregation.
- Our sharing conversation revealed a “cautious openness” by the Trinity congregation around this issue.

Pastor Lane

- Pr Lane spent 47 hours of services and preparation from mid-May to mid-June. (Note: This exceeds his commitment of 40 hours).

Bekah

- The Council thought it would be helpful to have a written report from Bekah, when someone from the Education Team can't attend the Council meeting.

TEAM REPORTS:

Care Ministry (Debra)

- Care Notes was introduced to the congregation on Sunday, June 11th.
- The Team met with Pr Lane to discuss “Friends in Faith”, to acquaint him with this ministry of visiting Trinity members who are home-bound and those who receive communion in their home.

Education (Pr Jim)

- The Education Team is blessed to have active and engaged members, but all are reluctant to serve as the team leader because they are busy women and moms and none feel they could commit to attending monthly Council meetings.
- Jacqui Wennes is a new member of the Education Team.

Mission in the World (Steve N)

- The special offering, in response to the famine crisis in parts of Africa, was “overwhelming generosity”, raising \$4000.
- Next meeting is scheduled for June 1st to discuss mission trip ideas for adults next summer, such as a Habitat for Humanity project.

Outreach (Mary)

- 25 Prayer Shawls will be available during Homecoming worship and 1st Parsonage open house for anyone to take and give to someone needing comfort. Prayers/mediations will accompany each shawl.
- Art as Prayer is going forward and being planned.

Support

Property Team (Lee H)

- On June 4th, the Property Team (6 of 7 team members) did a thorough look-through of the 1st parsonage. It is their recommendation to sell the property. A list of interior/exterior needs were presented to the Council, with a minimum estimated cost of \$35,000.

A discussion followed:

- The Heritage Endowment Fund was established *“for the purpose of providing financial assistance for property maintenance and capital improvements of Trinity Lutheran Church properties, primarily the church building and the Maple Drive Parsonage; assets to be perpetual and perpetuating.* (By-Law B11.01)
- Trinity by-laws state that 10% of the budget can be spent on maintenance annually. To be good stewards, the Council felt we need to be more intentional in addressing property needs/upkeep each year.
- Possible funding sources to address some of the property needs: Heritage Endowment – loan from ourselves; an alumni newsletter (2500 copies) is being sent requesting donations for the upkeep needs of the 1st parsonage, prior to the Homecoming celebration; use special accounts/undesignated funds.

MSC (Mary Z, Steve N) to spend up to \$25k on the 1st parsonage, addressing safety and living maintenance needs, as presented by the Property Team, in preparation for the new pastor.

Staffing (Nolie)

- Presented a Trinity office staffing proposal (3rd draft) to the Council, outlining the job descriptions and hours of the administrative assistant positions and bookkeeper.
- The Administrative Assistant will be a shared position.
- When advertising the position, the job description for the administrative assistant position, to replace Linda Pierce, will include Bookkeeper duties. Marlene will add Wedding Coordinator duties to her job description.
- A recommended hourly wage of \$13.50 was presented, but a final recommendation will be made by Staffing, based on the qualifications and work experience of an applicant.
- Lorilyn will donate her time and talents as the Bookkeeper, until the end of the year or until someone is hired (approximately 24 hours/month or 6 hrs/week). Her generosity and service will be celebrated and shared with the congregation.

MSC (Lorilyn, Debra) to accept the recommendation of the Support Team to advertise for a part-time Administrative Assistant /Bookkeeper position.

Finance (Lorilyn)

- A recommendation was made from the Finance Team to change the payroll cycle to every other week, so that all church employees are on the same pay schedule, effective 7/01/2017.
- Recommended consideration of establishing Direct Deposit for payroll for all employees.
- A copy of the 2018 “anticipated” budget was available for review.

MSC (Lorilyn, Mary Z) to change the payroll cycle to every other week for all church employees, effective 7/01/2017.

Worship (Jean)

- Homecoming “Pick- Up Choir” will practice before worship on Sunday, June 25th. Their song of worship and praise will be “O Day Full of Grace”.
- The closing hymn for the Homecoming worship service will be “Thine is the Glory”.
- Coffee hour will be at the 1st Parsonage – the “Sundet Sisters” will be serving refreshments/bars.
- There will be no outdoor worship this summer.
- A worship schedule change has been made so that each pastor will have a weekend off each month.
- The history board in the Fellowship Hall has been redone. Thank You Vivian Mathsen and Barb Arnold!
- The Steinway piano, being donated by Dr Frisch, will be moved to the church on June 26th, at a cost of \$250. The Praise Band is providing the funds to cover the moving cost.

CONTINUING BUSINESS:

Church Building Consultant – June 27

- Lee Hoekstra will serve as the contact person.
- All Trinity properties will be included in the consultation.
- Lee, Mary Deters and Len Myrah will participate.

Newsletter Articles

- Support – fundraiser for Property needs
- Outreach – monthly articles throughout the year

Congregational Meeting to elect the Call Committee

- Scheduled for July 16, immediately following worship

NEW BUSINESS:

Approval of Wedding Policy (Pr Jim)

- A Wedding Guidebook, outlining the policies and practices related to weddings at Trinity, was presented to the Council for adoption. Jean Ellingson requested that the Worship Team review it and report back to Council before the Council moves to adopt it.

Approval of Funeral Custodian Fees (Pr Jim)

- A review of custodian fees for funerals was discussed.

MSC (Steve K, Mary Z) to adopt funeral custodian fees of \$50 each for services provided for the funeral service, kitchen & fellowship hall, and visitations held in the church.

- Pr Jim will notify Roble Funeral Home of the custodian fee changes.

Call Committee nominations

- With the names given to the Council by Trinity members, and in accordance with the Trinity by-laws, directing the Council to make 2 nominations to serve on the Call Committee....

MSC (Steve N, Jean) nominating Jan Kraabel and Dean Wiste to serve on the Call Committee; and nominating Stewart Storlie to serve as alternate.

MSC (Lorilyn, Mary Z) to nominate two alternates by the Council and elected by the congregation, in addition to the 6 members of the Call committee.

- The call committee chair will be chosen by the call committee.

Pr Jim closed the meeting with prayer.

MSC (Lorilyn, Steve N) to adjourn the meeting at 10:45 pm.

Next Meeting: Wednesday, July 12 at 7:00 pm.

In HIS Service,

Karen Bingham