

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

Trinity Lutheran Congregation Council

March 14, 2018

The Trinity Lutheran Church Council meeting was called to order by Mary Deters at 7:45 pm on March 14, 2018 in the Gathering Room at Trinity Lutheran.

Members Present: Pastor Jim, Mary Deters, Milly Halverson, Steve Nelson, Barb Arnold, Willy Leafblad, Steve Kemp, Jacque Wennes (via Skype) and Mary Zaffke.

Also Present: Heritage Endowment Members (Jim Gray, Betty Bergsgaard, Eric Frydenlund), Lee Hoekstra (Property), Lorilyn Dehning (Finance) and Mark Dokken.

Pastor Jim opened the meeting with prayer.

Secretary's Report for February 14, 2018 was approved as corrected.

Treasurer's Report (placed on file)

- Total income is up from last year at this time (approx. \$3k).
- Total expenses include bills from 2017 that were deferred and paid in 2018.
- The Lead Pastor salary was changed to reflect what we will be paying Pr Elizabeth (based on factors such as lower base salary, less experience, single).

STAFF REPORTS:

Pastor Jim

- As Interim Pastor, his service to Trinity ends on his final day. In his words, "after Go in Peace and Serve the Lord, I am out the door."
- Pr Elizabeth's first day is April 15, 2018.
- Pr Lane will cover Saturday and Sunday worship before her start date.

Pastor Lane

- Report to the Council included 47 hours of ministry:
 - Sunday Worship (10 hours)
 - Lenten Worship (4 hours)
 - Staff meetings (3 hours)
 - Services at Tweeten Apts, Assisted Living, Manor (5 hours)
 - 5 Hospital visits (15 hours)
 - 5 Home visits with Communion (6 hours)
 - Nursing Home visits (2 hours)
 - Newsletter Article (1 hour)
- Plus 1 Funeral Service (10 hours)

Bekah (see attachment for full report)

- In her report, Bekah shared faith activities, fundraisers, and gatherings that the youth and families of our congregation are engaged in.
- She plans to start a Senior High Youth Group, meeting Wednesday evenings at her house, for meaningful conversations, fellowship, and to build relationships with some of the older youth at Trinity. The group will decide on a name for themselves.

TEAM REPORTS:

Care Ministry (Milly)

- They are encouraging donations of food and money during the annual Minnesota Food Share March Campaign throughout March. Envelopes for monetary donations will be included in the bulletin and non-perishable items will be donated to our local food shelf or Trinity's Tiny Pantry.
- \$300 in monetary donations has been received to date.

Education (Jacque)

- Fundraising continues for the Youth Gathering in Houston. The group has achieved \$17,826.07 in their fundraising activities and received \$5,195 in donations for a total of \$23,021.07 so far.
- The Education Team has approved the revised job description for Bekah Leafblad and recommend the revised date be put on the job description.
- Bekah has been approached about starting a new youth group of 9-12th graders. They would meet on Wednesday nights from 8-9ish at the Leafblad home. Times may change after confirmation classes are complete for the year.
- The Education Team has reviewed and updated the Educational Goals from the 2015 Team Goal Plan in Continuing Resolutions and have submitted them to the church office.
- Rachel Bjerke has resigned her position and they will be looking for a replacement.

Mission in the World (Steve N)

- No report.

Outreach (Mary Z)

- New Members were welcomed to Trinity on March 11th.
- They are trying new ways to bring us together in fellowship.

Support (Steve K)

Property (Lee)

- The 1st Parsonage is being prepared for Pr Elizabeth's arrival on March 7th, with help from volunteers.

Stewardship

- They are aware of Trinity's financial pressures.
- The Game Feed event will be rescheduled, due to Installation Sunday on April 22nd.

Communications

- Continue to work with office staff on special projects.
- Looking for more ways to use the creative talents of Karen Fried, to free up some of Marlene's time.

Staffing

- No report

Finance

- No report

Worship (Willy)

- For Good Friday, the Worship Team is planning a Cross Walk with readings, songs, fellowship and food. It is meant to be symbolic of Jesus's walk to the cross. It will begin at 5:30 pm followed by a soup & bread supper at 6:30 pm.
- Immanuel Lutheran Church has requested their handbells back. Discussing if Trinity wants to get their own set of bells (approx. \$11k for 3 octaves).
- Worship Team had a brief discussion about the use of the worship space.
- A suggestion was made to form a Gifts and Memorial Fund committee to be stewards of gifts/memorials given to Trinity. Lee Hoekstra also recommended that the committee propose guidelines, such as a time frame for when monies must be spent. Lee will bring a proposal to the April meeting.

CONTINUING BUSINESS:

Update on 2nd Parsonage (Mark Dokken)

- An offer has been received for \$92,500, including appliances and inspection addendum. The purchase agreement identifies weaknesses (sagging floor in kitchen, plus several others). After closing costs, we can expect approximately \$91k net.
- It was listed at \$110k and six parties have looked at the house to date.
- Mark explained the process. The seller has three choices: to accept, reject or counter offer. In this case, the church has to approve the offer by accepting or rejecting it. He recommended taking a chance on the inspection and accepting the offer.

MSC (Steve K, Steve N) to call a congregational meeting on Sunday, March 18, 2018 to recommend the sale of the 2nd parsonage by accepting the offer of \$92,500.

Safe Church Policy (2nd Reading)

MSC (Jacque, Steve K) to approve the Safe Church Policy as written and presented to the Council, to take effect September 1, 2018.

Transition Team Survey (Support)

- To address the survey results, the Council felt it would be beneficial to postpone a decision until additional input can be gathered.

MSC (Steve K, Milly H) to propose that we wait six months, before making a decision on the survey results. At our October meeting action will be taken.

NEW BUSINESS:

Authorized signatures for checking account (Steve K)

- In case of an audit by an outside party, the Finance Team recommended clearly identifying authorization.

MSC (Steve K, Milly H) to remove signature duties from the office staff and only have Barb Arnold, the current Treasurer and Mary Deters, the current President, authorized to sign checks and move funds.

Lorilyn Dehning, Finance Team chair and Pastor Hermeier are allowed to talk to the bank for information on all accounts. Marlene Deschler and Stewart Storlie, office staff, may pick up the bags and have access to accounts, but cannot withdraw or move funds. Online access does not change.

Heritage Endowment (Jim Gray)

- Jim gave a brief history of the Heritage Endowment, the Case Statement, and By-Laws. Discussion followed.
- He explained that the Case Statement serves as a “guideline” for the Heritage Endowment. They operate by the By-Laws of our Constitution (Chapter 16: B16.01 -B16.07) revised October 21, 2015. The Council asked that a copy of the Case Statement be on file in the church office.
- After the disbursement of \$18k for the tuck pointing project, the Heritage Endowment Fund will have \$645k invested Moderately Aggressive in InFaith Community Foundation.
- Pr Jim reminded them that as custodians of the fund, their work is on behalf of the church.

Facility Planning Committee

- Len Myrah is recommending that a committee be formed and planning begin, to make our church more user friendly. His letter was in response to the visit from the structural engineer last summer. By appointing a facility planning committee and enlisting the aid of an architect he feels it would be a prudent approach to updating our church.
- Tabled until April, so that we can plan together with Pr Elizabeth. Mary D will inform Len.

Transition between Pastor Jim and Pastor Elizabeth

- April 7th is moving day. Allied movers were under the \$5k budgeted for moving expenses.
- On March 22nd, she will “walk through” the house with the Property Team.
- Her first day will be April 15th.
- Installation Sunday will be April 22nd. Milly is coordinating the coffee hour reception. Steve & Bev Nelson will host a lunch for Pr Elizabeth and her guests.

- A welcome gift suggestion from her mother was the “Occasional Services” book—a book pastors use at special services.

MSC (Steve K, Mary Z) to purchase both “Occasional Services” books as a welcome gift for Pr Elizabeth, for approximately \$80.

Rules/Policies for Use of Trinity building for Outside Groups

- Nisse Treehouse Preschool has requested use of the Sanctuary and Fellowship Hall for their Spring preschool program. Discussion followed.
- The Property Team was asked to work on a Facility Use Policy to present to the Council.

MSC (Milly, Steve N) to charge Nisse Treehouse Preschool \$50 for the use of the Sanctuary and Fellowship Hall and a \$100 deposit for damages, to be returned if there are none.

Farewell to Pastor Jim

- A Farewell Party is planned for Palm Sunday, March 25th.
- Cakes, apple juice, coffee, and animal crackers will be served.
- Mary Z spoke to his wife Tara about gifting him a pottery bowl, which she agreed would be special.

MSC (Steve N, Milly H) to purchase a pottery bowl as a farewell gift for Pr Jim for \$80-100.

Pastor Jim closed the meeting with prayer.

Meeting adjourned at 10 pm.

Next Meeting: Wednesday, April 11^h at 7:45 pm.

In HIS Service,

Karen Bingham