

SUBJECT TO APPROVAL BY THE CONGREGATION COUNCIL AT ITS NEXT MEETING

Trinity Lutheran Congregation Council May 9, 2018

The Trinity Lutheran Congregation Council meeting was called to order by Mary Deters at 7:45 pm on May 9, 2018 in the Gathering Room at Trinity Lutheran.

Members Present: Pastor Elizabeth, Mary Deters, Milly Halverson, Janna Myrah (for Steve Nelson), Barb Arnold, Willy Leafblad, Steve Kemp, Jacque Wennes, and Mary Zaffke.

Also Present: Jessi Strinmoen (Excelling In Mission), Lee Hoekstra (Property), Fred Arnold (Mission Endowment), and Lorilyn Dehning (Finance).

Pastor Elizabeth opened the meeting with prayer.

Secretary's Report for April 11, 2018 was approved as corrected.

Treasurer's Report (placed on file)

- All outstanding bills for 2017 have been paid.
- Final check to Pastor Scaife was paid today.
- Provided a month-by-month expense report and a comparison of first 4 months of 2017 and 2018.

Mission Endowment Report (placed on file)

- Fred Arnold gave a brief summary of how the endowment is invested and why. Monies invested in the ELCA Mission Investment Funds (\$220k) helps provide low interest loans to churches; monies invested in InFaith Community Foundation (\$79k) provide monies for other mission opportunities.

STAFF REPORTS:

Pastor Elizabeth

- She has been at Trinity almost a month! During that time she has been listening to and visiting with members.
- The SE MN Synod Assembly was "awesome"! The theme, "Celebrating Our Global Congregation" focused on how we are connected to the greater church and how God is making a difference everywhere. A presentation of assembly highlights to the congregation is being discussed.
- She attended a Root River Conference meeting. It was an opportunity for her to meet fellow pastors and hear what is happening in their congregations. She participated in a small group discussion about rural ministry—how heart, history, and culture are tied up in the life of small rural churches and what it means to "be church" in the changing environment. **The good news: God is in charge; God is not going to let the church die.**

Pastor Lane

- Report to the Council included 39 hours of ministry:
Staff meetings (3 hours)
Home visits with Communion (10 hours)
Hospital visits (9 hours)
Worship & Prep (11 hours)

Services at Nursing Home, Manor Apts, and Assisted Living (6 hours)

- Plus: 2 Funerals (21 hours)

Bekah (full report placed on file)

- In her report, Bekah shared faith activities, fundraisers, and gatherings that the youth and families of our congregation are engaged in.
- She attended a conference in the Cities (May 7-8) planned by Science for Youth Ministry called “Jesus Rode a Dinosaur”. She learned valuable insight on how to share with kids how science and faith work together.

TEAM REPORTS:

Care Ministry (Milly)

- To address the many hungry children who sometimes spend hours at the SG Library during the summer months, the SG Library has requested help from the HIP program to provide snacks. HIP will provide granola bars and fruit snacks.
- A baptismal packet will be added to the baptismal chests. Packets will include a cross pendant, Children’s Bible, the Lord’s Prayer (framed), and Luther’s Small Catechism.

Education (Jacque)

- Senior Recognition will be Sunday, May 27th. Graduating seniors will receive a special blessing during worship followed by a time of fellowship. The Education Team will provide cake and have posters made to honor the graduating seniors.
- VBS/Day Camp will be June 18-21. Camp counselors will join us for worship on June 17th and campers will give a program at Viking Memorial Park on Thursday, June 21st, followed by ice cream treats!
- The Education Team enjoyed getting to know Pr Elizabeth over dinner and during their meeting at Jacque’s home. They discussed the need for 7th graders to receive a Bible with study references to use during their Confirmation years. The cost of the Lutheran Study Bible is \$25.00/each.

MSC (Jacque, Willy) to give all children entering 7th Grade, as they begin Confirmation preparation, the Lutheran Study Bible, using funds from a special account under Education Funds.

- Betty Johnson was appointed by President Mary Deters to replace Rachel Bjerke on the Education Team.

Mission in the World (Janna Myrah)

- No report

Outreach (Mary Z)

- Trinity Praise! A new way to bring us together by praying for one another purposefully. The “first call” will be to match Trinity members with youth and adults going on the Houston Trip (including the bus driver), praying for them each day of their Houston experience.
- Discussing ideas for making our participation in Music-in-the-Park, more recognizable as a church event.

Support (Lee H)

Property

- Looking into options for fencing and the patio at the 1st parsonage. Tree trimming/removal must be done first.
- Property will be meeting with Winona Controls to discuss heating/cooling needs. The heating system is at a critical stage. A Trinity member has offered to donate towards the air conditioning.
- The Church Safety and Security meeting and training on May 2nd was attended by Pr Elizabeth and Lee Hoekstra. The Houston County Sheriff’s office, Houston County Emergency Management, and area police departments hosted the Active Shooter Training seminar for faith communities.

- The Property Team requests a meeting with the Executive Team.

Stewardship

- Having conversations about planning some type of activity on the 5th Sunday (in months that have 5 Sundays). Activities might highlight needs, promote projects, or educate. Plans are to work with the Worship and Outreach Teams.

Communications

- No report.

Staffing

- In a “state of flux” -- looking into how to best support staff.
- Exploring the digital time card app “Time Clock Wizard” – to determine how time is spent, if time allotments are appropriate, and to foster accountability. The app is made for small non-profits at no cost for up to 3 users or \$11/month if more users.
- Discussing how to improve the transition from one Team leader to the next.
- Updating the janitorial task list.

Finance

- A recommendation for the distribution of proceeds from the sale of 2nd parsonage will be presented to the Council under New Business.
- A recommendation for credit card limits for the use of the church credit card have been set on a person by person basis and will be presented to the Council under New Business.
- The bookkeeping position is being evaluated to determine the “who”. Finance feels it needs to be a member of the congregation with a “familiarity” of the church’s special needs; an hourly wage/stipend of \$15 has been discussed.

Worship (Willy)

- Planning the Pentecost Sunday worship.
- Summer Hymn Sings will begin June 10th.
- The Worship Team is working on the wedding guidelines, with input from Pr Elizabeth.
- Immanuel Lutheran Church in Caledonia is requesting that the hand bells used at Trinity for the past 2 years be returned. To date, pre-fundraising efforts have raised \$14,002; the expected cost is approximately \$18,000.

MSC (Willy, Mary Z) to allow a fundraising effort within Trinity for the remaining funds needed (approximately \$4k) to purchase our own hand bells and related equipment.

- To eliminate the “clutter” in the pews, the Worship Team presented a proposal to use the back page of the weekly bulletin.

MSC (Willy, Steve K) to print on the back page of the weekly bulletin the following information:

WELCOME!

Use the form below to let us know that you are here and to request support and prayers. You may drop it in an offering plate or hand it to an usher.

_____ I am visiting today. *Welcome! Please join us again!*

_____ I would like the pastor to contact me.

_____ I would like to receive the church newsletter.

_____ I would like to know more about joining Trinity Lutheran.

Name(s): _____ Phone: _____

Address: _____

Email: _____

Today's Date: _____

Prayer requests and comments: _____

- Worship will discuss if we need to track Communion.

CONTINUING BUSINESS:

Update on 2nd Parsonage

- Money has been received from the sale of the property. A recommendation from the Finance Team for the distribution of proceeds from the sale of 2nd parsonage will be presented to the Council under New Business.

Appoint a Visioning & Planning Team

- Council members were asked to think about how to proceed and how many should serve on a Visioning & Planning Team, and to bring suggestions in June.
- Pr Elizabeth will review the information from Excelling in Mission, Long Range Planning and the Visioning & Planning Team document.
- Bekah has kept track for 9 months which church spaces, including Trinity Center, are being used. A suggestion was made to ask each Team to discuss their church space challenges and/or needs.

Appoint a Gifts & Memorial Team

- In order to set policy and procedure, and a list of gifts that are welcome, members of the congregation will be informed through the newsletter and church bulletin, that we are seeking those who wish to serve on a Gifts & Memorial Team.

Ad hoc Committee – “Wednesday is the new Sunday”

- An informal committee is looking into the possibility of Wednesday Night worship.
- Jacque volunteered to talk to Mark Udstuen and report back to the Council.

Set Date for Congregational Forum(s) to discuss Transition Team Survey

- Forum dates will be set after the Council gathers information from members of the Support Team (in June) and Transition Team (in July).

NEW BUSINESS:

Information on Excelling in Mission (Jessi Strinmoen)

- Jessi presented the Council with an overview of the Excelling in Mission process and structure. Using a 2011 ELCA resource aimed at helping churches think about their mission intentionally, input was gathered from a community wide survey and a congregation survey. The survey results were used to determine how to be more effective and efficient. They also revealed that fewer people were interested in serving 3 years on a committee; more people were interested in giving/serving where their gifts and passions were. That led to the 6 Team structure we currently have, and a smaller Council.
- At the time, there was lots of conversation about the Support Team, recognizing that in order for it to work, the supportive elements had to be coordinated and support the pillars of all the work that we do at Trinity. They knew that it would need to be re-visited from time to time.

Policy for Fundraisers

- In order to have a coordinated policy and a way to track monies –

MSC (Willy, Steve K) requiring a fundraising application form be completed two months prior to the fundraising effort, for approval by the Council.

Distribution of the sale of 2nd Parsonage funds (Lorilyn)

- Lorilyn, on behalf of the Finance Team, explained the rationale behind their distribution recommendations: to pay-off debt, to free up monies for summer months, and to return monies back to Property for small projects.

MS (Steve K, Milly) to accept the recommendation of the Finance Team to distribute the parsonage sale proceeds as follows: Payoff line of credit to ourselves \$14,000

Payoff line of credit to Merchants	\$29,050
Hold back for summer months	\$16,650*
Already spent for Missions	\$ 1,300
Property to use as needed	\$30,000

Motion Failed (by paper vote: 6 - No, 1 – Yes)

Discussion followed:

- Monies from the sale of property should go to Property.
- Should we “hold back” for summer months? Could it have an adverse effect on giving?
- We should tithe 10%.

Motion Made (Steve K) to apply \$16,650 to Property. **Motion Failed.**

Motion Made (Steve K) to apply 2% of \$16,650* (\$333.00) to benevolence and the remainder to Property. **Motion Failed.**

Motion Made (Steve K) to apply 4% of \$16,650* (\$666.00) to benevolence and the remainder to Property. **Motion Failed.**

MS (Milly, Steve K) to apply 5% of \$16,650* (\$832.50) to benevolence and the remainder to Property. **Motion Failed** (by paper vote: 7 – No, 0 – Yes)

MS (Mary, Milly) to apply 10% of \$16,650* (\$1,650) to benevolence and the remainder to Property to use as needed. **Motion Carried** (by paper vote: 7 – Yes, 0 – No).

Credit Card Authorization Limits (Lorilyn)

- A recommendation for changes to the credit card authorization limits was given to the Council.

MSC (Steve K, Milly) to allow the bank to add Pr Elizabeth as a credit card holder to our account, redistribute the \$10,000 on our credit line, and establish the following credit card authorization limits for use of the church credit card:

Pastor Elizabeth	\$2,000
Bekah	\$6,000
Stewart	\$1,000
Marlene	\$1,000

Pastor Elizabeth closed the meeting with prayer.

Meeting adjourned at 10 pm.

Next Meeting: Wednesday, June 13 at 7 pm.

In HIS Service,
Karen Bingham