

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

**Trinity Lutheran Congregation Council**

October 10, 2018

The Trinity Lutheran Congregation Council meeting was called to order by Mary Deters at 7:45 pm on October 10, 2018 in the Middle Room at Trinity Lutheran Church.

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

**Also Present:** Jan Kraabel and Stewart Storlie (Gifts & Memorial Committee)

Mary Deters opened the meeting with prayer.

**Secretary's Report** for September 12, 2018 was approved.

**Treasurer's Report** (placed on file)

- Online and envelope offering shows a 16% increase as compared to the same time last year.
- Special offerings are down 23% from last year.
- Expenses are up 29.6%. Some contributing factors for the increase: expenses of approx. \$10k were carried over from 2018, taking care of property maintenance needs, and staffing.
- We are behind by \$26k and monies from special accounts will be used.

**STAFF REPORTS:**

Pastor Elizabeth

- No report. Pr Elizabeth joined us remotely, since she was not feeling well.

Pastor Lane

- Report to the Council included 43½ hours of ministry:
  - 3 Church Services (6 hours)
  - 2 Sermon Preps (14½ hours)
  - 7 Home Visits with Communion (11 hours)
  - 4 Hospital visits (12 hours)

Plus 1 funeral (9 hours)

Bekah (full report placed on file)

- In her report, Bekah shared faith activities, fundraisers and gatherings that children, youth, and families of our congregation are engaged in.
- 10-15 youth are interested in a mission trip to Indianapolis next summer (July 27-August 2). Sign up is October 15<sup>th</sup> with a \$100 deposit.
- A youth event for 9-12<sup>th</sup> graders from Trinity and Blackhammer is planned for November 10<sup>th</sup>.

## **TEAM REPORTS:**

### **Care Ministry (Milly)**

- Trinity's Tiny Pantry is well stocked. During construction, it has had little use.
- HIP program has a balance of \$5k and is currently serving 10 participants.
- A Thrivent Action Team has been approved. The \$250 grant will purchase items for a grief packet to be given to comfort those experiencing a loss.

### **Education (Jacque)**

- Sunday School will continue at the Trinity Center for the remainder of the current school year. In the Spring, a survey will be sent to parents to review the pros and cons of each location: Trinity Lutheran Church vs Trinity Center.
- There are 10-15 youth that have expressed an interest in going to Indianapolis for a mission trip next summer.
- The youth will be taking orders for Thanksgiving pies again this year.

**MSC (Jacque, Milly)** to approve the Thanksgiving Pie Sales.

**MSC (Jacque, Milly)** to approve the Group mission trip to Indianapolis for 8-12<sup>th</sup> graders (July 27-August 2).

### **Mission in the World (Janna)**

- "We are all one global congregation in Christ Jesus" was the message Bishop Delzer preached at worship on October 7<sup>th</sup>, sharing our global ministries and partnerships. *Thanks to everyone who helped with the special Mission Sunday. Thanks to Len, Dana, and David for making the Fellowship Hall useable.*
- The Mission Team would like to support the Sunrise North project, with a line item in the 2019 budget of \$1,000. This would replace the line item of \$250.00 to Winona Campus Ministry. Steve N will be invited to the next meeting of Mission Endowment, to explain and ask them to support Winona Campus Ministry, as they have done in the past.
- A Habitat for Humanity project has been approved in Spring Grove. A lot has been purchased in Spring Grove and construction will begin in Spring 2019 on a 1200 square foot home (approx.). A family should be selected by February and will be required to have 350 hours in the project. The Mission Team will be involved and asking for volunteers (100-175). Steve N would like to serve as a representative from Trinity on the local committee working with Habitat for Humanity. The first meeting of this committee will be November 7<sup>th</sup> at 5pm.
- Alternative Giving Fair will begin November 25<sup>th</sup> through the end of the Christmas season.

### **Outreach (Mary Z)**

- Outlining and refining the process for welcoming new members. A New Member recognition will be held October 11<sup>th</sup>; with another planned for Spring 2019.

## **Support (Steve K)**

*Jacque W, representing the ad hoc committee updating the bylaws, visited with Support Team members about possible changes to Chapter 12: The Congregation Council and Teams. She was seeking suggestions that might help the Support Teams complete their tasks. The discussion and input was very much appreciated by all in attendance.*

## **Property**

- Team meeting was postponed to Sunday, October 14<sup>th</sup>, due to the Bishop's visit.

## **Stewardship**

- Met with Jan Kraabel to discuss the Gifts & Memorial policy. The committee tasked with putting together the policy did not feel it was necessary to set up a separate Gifts & Memorial committee, but suggested that this could be handled by the Stewardship Team. They were in agreement.

## **Communications**

- No report.

## **Finance**

- The current figure pledged for the Boiler fundraiser is \$130,780.00 plus a gift from the Andrew Gray Memorial Fund to cover the cost of the air conditioning (approx. \$54,220).
- (See New Business: Approval to Pay Boiler Bill #1)
- (See New Business: Approval for Pr Elizabeth's Portico Benefit for 2019)
- (See New Business: Approval for Direct Deposit for employees)
- (See New Business: First Reading of 2019 Budget)

## **Staffing**

- Staffing Team is finishing up addressing concerns expressed by staff at last year's staff reviews and are scheduling this year's staff reviews.

## **Worship (Willy)**

- Discussing *Advent Worship* services on Wednesday nights at 7 pm during the Advent season. They will be contemplative with special music.
- The Trinity Christmas Choir Concert will be December 16<sup>th</sup>.
- The Luther College Trumpet Band will perform at Trinity on October 16<sup>th</sup> at 4pm.
- Trinity's Children Christmas Program will be December 16<sup>th</sup> during worship.
- The Worship team is studying the Reconciling in Christ information and plan to share it with the Outreach Team.

## **CONTINUING BUSINESS:**

### Update on Boiler Installation (Property)

- The Heating/AC project continues to move forward. Main piping has been installed, lines have been pressure tested, boilers are close to getting the controls wired in, and several fin tube units have been installed. The unit electrical and control wiring is nearing the final stages and it is hoped that boilers will be test fired this week, with hopes to having some heat by the weekend.
- Pipe installation, wall repairs, and final tuning are yet to be done.
- Univents are not expected to be here until November.

### Decision on voting members of the Congregation Council

The ELCA Model Constitution states that the executive committee should include: Lead Pastor and Officers of the Congregation Council (President, Vice President, Secretary, Treasurer).

**MS** (Willy, Milly) to add the Lead Pastor as a voting member of the Congregation Council, as recommended in the ELCA Model Constitution. **Motion carried** by paper ballot: unanimous.

**MS** (Lorilyn, Mary Z) to add the Treasurer and Secretary as voting members of the Congregation Council, as recommended in the ELCA Model Constitution. **Motion carried** by paper vote: unanimous.

### Facilities Use Policy (Jacque)

The second reading of the Facilities Use Policy was presented to the Congregation Council. We thoughtfully discussed how to be welcoming and an outreach to our communities and care for our facilities.

**MS** (Milly, Mary Z) to approve the Facilities Use Policy with the changes discussed and a suggested donation for facility use of \$50.00, to be reviewed in a year. **Motion carried** by paper ballot: 5 YES, 1 NO.

### Choir Concerts – outreach opportunity (Barb)

- Barb felt we should respect the separation of church and state and not use the Choir Concert as an outreach opportunity. She encouraged welcoming all who attend informally.

### Gifts and Memorials Policy (Jan Kraabel, Stewart Storlie)

The Gifts & Memorial Committee was tasked with putting more detail into the existing document; to tackle areas needing clarification. As a continuing resolution, it can be fine tuned as needed.

- Finance and Stewardship responsibilities were discussed and when Jan met with the Stewardship Team they agreed that they could take on these responsibilities and Marlene was given suggestions on acknowledging gifts.
- Attention was given to: *Removal of Gift Restrictions* and *Retiring Gifts*.
- A brochure will be created and made available.

**MS** (Milly, Mary Z) to accept the Gifts and Memorial Policy with the changes discussed. **Motion carried** by paper vote: unanimous.

## **NEW BUSINESS:**

### First Reading of the 2019 Budget (Lorilyn)

- Budget for 2019 reflects a \$22k deficit.
- All Teams were requested to review their budget and make any changes or cuts and let Lorilyn know by October 25<sup>th</sup>. The Finance Team will meet on November 1<sup>st</sup> to approve the budget.
- The Congregation Council voted in August to decrease the custodian's hours to 30 hrs/week, but no action has been taken on communicating this decision.
- The budget proposal shows a 2% increase for staff. Accountant fees have been added for 2019. (Lorilyn has been serving Trinity as our accountant without pay).

### Ad Hoc Hiring Committee document (Barb)

- A draft of the Ad Hoc Hiring Committee document was presented.

**MS** (Lorilyn, Jacque) to approve the Ad Hoc Hiring Committee document with changes. **Motion carried** by paper ballot: unanimous.

### Approval of Pr Elizabeth's Portico Benefit for 2019 (Silver Plan A)

**MS** (Lorilyn, Milly) to approve Pastor Elizabeth Hermeier's benefit package at the Silver Plan A rates for 2019 with a \$100/month HSA benefit. **Motion carried** by paper ballot: unanimous.

### Direct Deposit approval for Employees (Lorilyn)

**MS** (Lorilyn, Jacque) to approve direct deposit for payroll for all Trinity Lutheran Church staff and Beary Patch. **Motion** carried by paper ballot: unanimous.

### Approval to pay Boiler Bill #1 (Lorilyn)

The first bill has been received and we have pledged funds to pay it.

**MS** (Lorilyn, Mary Z) to approve paying the first boiler bill of \$96,935.40 from pledged funds. **Motion carried** by paper ballot: unanimous.

Pastor Elizabeth closed the meeting with prayer.

Meeting adjourned at 10:00 pm

**Next Meeting: Wednesday, November 14<sup>th</sup> at 7:45 pm in the Gathering Room.**

In HIS Service,

Karen Bingham