

SUBJECT TO APPROVAL BY THE CONGREGATION COUNCIL AT ITS NEXT MEETING

Trinity Lutheran Congregation Council December 12, 2018

The Trinity Lutheran Congregation Council meeting was called to order by Mary Deters at 7:45 pm on December 12, 2018 at the Parsonage.

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

Also Present: Lorilyn Dehning (Finance)

Pastor Elizabeth opened the meeting with prayer.

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

Treasurer's Report (placed on file)

- Giving is up 12.9% (online, envelope, and loose offering).
- Expenses are also up; \$36k will be needed to pay off the line of credit, note at bank, and bills.
- Audit is scheduled for January 6, 2019 (Carolyn Olson, Kari Alstad).
- A Giving Breakdown for 2017 and 2018 by household, through November 2018 shows that in 2017, 134 units gave \$0; in 2018, 573 units have given \$0.

STAFF REPORTS:

Pastor Elizabeth

- A challenging month of loss for our congregation and community.

Pastor Lane

- Report to the Council included 39 ½ hours of ministry:
 - Saturday/Sunday services (4 hours)
 - Sermon Prep (6 hours)
 - 9 Home Visits with Communion (14 hours)
 - Services at Assisted Living, Manor, Tweeten Apts (5 hours)
 - 3 Staff Meetings (3 hours)
 - 3 Hospital visits (5 hours)
 - 1 Home Visit (1 hour)
 - Phone Calls (1 ½ 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.
- Special thanks to Brenda Gullicksen for helping direct the Sunday School Christmas Program "Bethlehem Night".

TEAM REPORTS:

Care Ministry (Milly)

- The Team will be packing Christmas Cheer on December 15th to bless 26 families.
- Grief books are here and a suitable location is being determined.

Education (Jacque)

- Education Team recommends selling 15 bean bags, that are currently not being used, for \$20/each.
- They are working with the Property Team to bring Sunday School back to church in January and determining how best to use available spaces.
- Addressing a new education format for 5-6th graders, to make it age appropriate.
- Bekah will be seeking input from parents in the upcoming months to see if there is an interest in a youth mission trip to Puerto Rico in the summer of 2020.
- The youth made 43 pies and cleared \$615. A Thrivent Grant of \$250 was used to offset costs. The next fundraiser will be stock sales by youth in January.

Mission in the World (Steve N)

- The Alternative Giving Fair is going well.
- Noisy /Crinkly Offering on December 9th will benefit the Lutheran ministries in South Sudan and hurricane relief. Ten percent of this special offering will go to the general fund as a "First Fruits" gift.
- The Team discussed the 2019 budget proposal and their conviction that we give 10% in benevolence giving.

Outreach (Mary Z)

- The congregation was encouraged to celebrate Advent with acts of kindness, hospitality, and generosity through the Reverse Advent Calendar and devotional.
- New members to Trinity were welcomed on Sunday, November 18th.
- Coffee Fellowship volunteers are being contacted to inform them that going forward they will be responsible for making the coffee.
- Empty Bowls is being planned for January 20th.

Support (Steve K)

Property (full report placed on file)

- Heating/AC is about 90% complete.
- Goals for 2019 are to work with a "visions" group to plan for the future needs of the congregation to make sure funds are spent wisely and to develop risk management strategies for church security.

Stewardship

- To say thanks for the numerous gifts bestowed on Trinity this year, a Christmas Card will be sent to members. The Communications Team is collaborating creatively with the Stewardship Team.
- An additional "thank you" will be included with the Contribution Statement that is sent in January.
- All who give electronically should contact the church office if they do not want to receive offering envelopes. A reminder will be included in the January newsletter.

Communications

- They are working on a Staff directory which will include photos and positions.

Staffing

- The Team is working with Property on the final job description for the Custodian and the custodial task list.
- Discussed wording for paid holidays for Staff. Employees will be paid for six holidays per year, not to be used as PTO (paid time off) to be exchanged for a future date in time.
- Some concerns have been expressed regarding ice and snow near the handicap entrance. The Property Team will be asked to contact the snow removal crew.

Finance (full report placed on file)

- The Team reviewed and revised the proposed 2019 budget for presentation to the Congregation Council.
- As a way of saying THANKS for all the financial support given during 2018, so that REALLY BIG THINGS were accomplished (handbells, youth trip, boiler/AC), the Finance Team will be serving special treats during Coffee Fellowship on December 23rd.

Worship (Willy)

- Lists are being finalized for ushers, readers, bakers, etc.
- The Worship Team is setting goals for 2019.
- They are in conversation with the Staffing Team to discuss job descriptions for those involved in Trinity's music ministries.

CONTINUING BUSINESS:

Update on Boiler Installation (Property)

- Two damaged univents were shipped back to the manufacturer and we await replacements.

Update on Boiler Fundraiser (Finance)

- Approximately \$215k in donations have been received! Reminders will be sent out to those who have pledged support. The project is expected to come in under budget, as all of the equipment is paid for, and labor costs for the final installations will be the last major billing.
- Finance Team has discussed using special accounts, if needed, instead of paying interest on a small loan.

Final Reading of the 2019 Budget (Lorilyn)

- Lorilyn presented to the Congregation Council the proposed 2019 budget with revisions approved by the Finance Team:
 - 1) Mileage at a flat rate added to the employee payroll
 - 2) Employee raises of 2% effective February 1, 2019
 - 3) Synod giving increased to 6% (an increase of 1% from last year)
 - 4) Budget as presented is "in the black"

MS (Steve K, Milly H) to approve the 2019 budget as presented by the Finance Team.

- Representing the Mission Team, Steve N expressed their strong conviction that our benevolence giving be 10%.

Motion carried by paper ballot: 5 YES, 2 NO.

Update on Bookkeeper Position (Pr Elizabeth)

- Advertising for the bookkeeper position will be posted in newspapers, bulletin, newsletter and online sources as soon as possible.
- Application deadline is January 15th.

Update from Nominating Committee (Steve N)

- The committee is grateful for all who have said YES to serving; only two more positions remain to be filled.

Bekah's Contract (Jacque)

- Her contract comes due in February. Staffing will recommend to the Congregation Council that it be renewed.

Nursery (Pr Elizabeth)

- Several have expressed to her that they would attend worship more if there was a nursery.
- A suggestion was made to direct the Visioning and Planning Committee to include this in their considerations.

Update to By Laws from Property

- The Congregation Council determined that the update was not a change to the By Laws, requiring approval by the Congregation, but a Continuing Resolution update. The update reads:

*Property: Shall oversee the care, management, and maintenance of all properties of the congregation **subject to Congregation Council approval**; serve in a liaison and oversight relationship with the custodial staff; review maintenance contracts (snow, lawn, etc); recommend needs regarding purchases of equipment, supplies, and maintenance services; review insurance coverage for all properties; inspect all properties on a regular basis to assess the safety, efficiency, appearance, and good order of all church property.*

- Revisions include the wording in **black** and a statement will be added that the Cemetery Association will continue to oversee the care of the cemetery.

Barb will be responsible for the final revisions to the update, working with the Support Team (Steve K, Lee H) on the wording for the Cemetery Association.

Pr Elizabeth will be responsible for making sure the Continuing Resolutions are on the Trinity website.

- It was suggested that all Team leaders read/review Continuing Resolutions at the beginning and end of each year and make changes as needed.

NEW BUSINESS:

Set Date for Annual Meeting

MSC (Milly, Steve N) to set January 13th as the annual meeting date.

Information from Teams for Annual Report due

- Team reports are needed for the annual report by December 21st.

Bean Bags

MSC (Jacque, Milly) to accept the recommendation of the Education Team to sell 15 bean bags for \$20 each.

Mission Trip (Jacque)

- Looking into a youth mission trip to Puerto Rico with Youth Works in the summer of 2020 for grades 9-12.
- A suggestion was made to explore intergenerational mission trips.

Pastor Elizabeth closed the meeting with prayer.

Meeting adjourned at 9:45 pm.

Next Meeting: Wednesday, January 9, 2019 at 7:45 pm in the Gathering Room

In HIS Service,
Karen Bingham