

**Trinity Lutheran Congregation Council**

July 11, 2018

The Trinity Lutheran Congregation Council meeting was called to order by Mary Deters at 7:00 pm on July 11, 2018 in the Gathering Room at Trinity Lutheran.

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

**Also Present:** Lee Hoekstra, Fred Arnold

Pastor Elizabeth opened the meeting with prayer.

**Secretary's Report** for June 13, 2018 was approved.

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

- Envelope offering is up \$11k (for the first 6 months of 2018).
- Summer Surge Budget Booster fundraiser has received approx. \$3,800 to date.
- Office staff expenses are higher during Jan-Feb-March (approx. \$1,100 more).
- Youth trip figures are not in yet.
- As the budget is done for 2019, ways to cut expenses and/or increase income will be discussed.
- Working to include Beary Patch expenses under the church bookkeeping.

**STAFF REPORTS:**

Pastor Elizabeth

- Her 3-month anniversary is July 15<sup>th</sup>. In that time, there have been 10 funerals, 4 baptisms, and 1 wedding planned.
- Summer Surge Budget Booster fundraiser is going well.
- To provide background information for new bishop election, the Landscape Survey will be available this week via email. All are encouraged to take it.
- Youth activities this summer served 101 young people.
- Bishop Delzer will preach at Trinity on Sunday, October 7<sup>th</sup>.
- Pr. Elizabeth will begin contributing to the "pastor's column" in the SG Herald beginning in August.
- First "Servant Sunday" on July 29<sup>th</sup> will be a special worship service with temple talks and a "Loaves and Fishes" potluck.
- Planning for the Reformation Sunday Root River Conference worship service on Sunday, October 28<sup>th</sup> is going well. The theme: "Reformation 501: A Celebration of Luther's catechism in word, song and dance".
  - Dr. Mary Jane Haemig, a Luther Seminary professor, will speak on "Luther's catechism at 40,000 feet".
  - Thankful Brass will accompany an accordion on Catechism Polka.
  - Rachel and David Storlie to reprise roles as Katie and Martin Luther.
  - A luncheon will be hosted by Katie's Table volunteers.

### Pastor Lane

- Report to the Council included 39 hours of ministry:
    - 2 Sunday Services/prep (19 hours)
    - 5 Home Communion visits (8 hours)
    - 1 Hospital visit (3 hours)
    - Nursing Home visits (3 hours)
    - Communion Services /prep– Asstd Living, Manor, Nursing Home, Tweeten Apts (6 hours)
- Plus 2 funerals (15 hours)

### Bekah (full report placed on file)

- Faith activities for youth and families this summer have been amazing experiences to grow together as a community of faith and to know the love, grace, and hope we have in God.

### **TEAM REPORTS:**

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

- Through the HIP Program, Milly packed for one child attending Summer School.
- Trinity's Tiny Pantry is being faithfully stocked by Care Ministry.

#### **Education** (Jacque)

- Recommending that the ALICE plan be added to the Trinity Lutheran Church Safe Church Policy (see New Business). Training on the policy will begin in August 2018.
- The Beary Patch Preschool will be celebrating 30 years this year! A celebration is being planned by Pr. Elizabeth and the Education Team.
- The ELCA Youth Gathering for 26 youth and 6 adults from Trinity was a great trip. Growth in faith was experienced as they participated in a service project to give books to children struggling with literacy; worshipped with 1,000 from the SE MN synod on Synod Day; danced and sang with 31,000 Lutheran friends from around the world. The 2021 ELCA Youth Gathering will be in Minneapolis, MN.
  - With the help of the congregation, \$28,374 was raised for the trip. The budget need goal was \$28,700.

#### **Mission in the World** (Steve N)

- We are not able to help with the Habitat for Humanity project in Ridgeway this year. The Mission Team plans to meet with a Habitat representative from the La Crosse office in October to discuss possibilities of a build locally.
- Noisy/Crinkly offerings will begin on Rally Sunday, September 9<sup>th</sup>. Proceeds from the fundraiser will be given through Lutheran Disaster Relief to Puerto Rico (45%) and South Sudan (45%), and 10% to Trinity's budget.
- A special Mission Sunday is being planned for October 7<sup>th</sup>. Bishop Delzer will be our guest speaker at worship and during the fellowship hour. A Noisy Offering will be taken and given to our synod in honor of the Bishop's service. Additional planning will be discussed when they meet on August 19<sup>th</sup>.

## **Outreach (Mary Z)**

- Thankful for all the volunteer prayer partners.
- Working on the coffee fellowship server list.
- Planning the ecumenical picnic.
- Trinity has been asked to participate in a ministry project of the Methodist Church in Caledonia – the annual rummage sale event, held during the week of the fair. More details to follow.

## **Support (Lorilyn)**

### Property

- Met with the Executive Committee on July 1<sup>st</sup>. Items to be discussed under New Business.

### Stewardship

- Discussed the 5<sup>th</sup> Sunday initiative for the month of July. In collaboration with the Worship Team, a special worship service and potluck are being planned for July 29<sup>th</sup>. Call to service and stewardship will be the focus, centered around the gospel for the day, the feeding of the 5,000.

### Communications

- No report.

### Finance

- Reviewed the job description for bookkeeper and made recommendations for hiring. Information was given to the Staffing Team.

### Staffing

- Reviewed and tweaked the job description for bookkeeper given to them from the Finance Team.
- Discussed time clock and other changes for staffing.

## **Worship (Aimee)**

- The bells are here! A blessing of the bells will be planned.
- Worship Team is meeting on July 12th at 4pm.

## **CONTINUING BUSINESS:**

### Visioning and Planning Team Update

- Several people have expressed an interest to Mary D. to serve on the Visioning & Planning Team.

### Gifts & Memorials Committee Update

- Mary D received a call questioning the term limits approved by the Council at the June 13<sup>th</sup> meeting. Requesting anonymity, the caller felt this should function more as an adhoc committee – once tasks were accomplished, the committee would be done. The caller suggested three options for the Council going forward: (1) Do nothing, (2) reverse our decision – the adhoc committee would disband after making a recommendation to Council, or (3) give the committee the ability to look at the wisdom of having a separate committee and make a recommendation to the Council.

**MSC** (Milly, Steve N) to give the Gifts & Memorial Committee the ability to look at the wisdom of having a separate committee and make a recommendation to the Council.

#### Update on use of Trinity Center by SG School

- We will know by Thursday when SG School will begin using Trinity Center.

#### Facility Use Agreement Update (Lee H)

- A draft was given to Council. Note: No fees are listed in the draft agreement.
- Should an adhoc committee be formed to include Property, Kitchen committee, Pr Elizabeth, etc?
- Dave Selness, Trinity's insurance agent is willing to help with the Facility Use Agreement. He shared with Lee, that by using a suggested donation policy our liability insurance would not increase, however, if we have a rental policy, it would.

#### Wednesday is the New Sunday (Jacque)

- An informal group of Trinity members are "exploring" it as another worship option because of busy weekends schedules.

#### Newsletter Articles are due July 20

### **NEW BUSINESS:**

#### Conversation with Transition Committee (Fred Arnold, Milly Halverson)

- Fred gave a summary of how the current Council structure was set up. Trinity choose the model recommended by the ELCA.
- The Transition Team survey was conducted to discern if there is a need for beneficial changes in the current structure "to make it work better". Fred explained that the survey was "never intended to be a definitive study from which an action plan could be developed" and "if there is a need for further work, to attempt to make some changes and explore what those changes might look like".
- COMMUNICATION is vital!
- A congregational forum will be scheduled, before the Council meets in October, for congregational input.

#### Conversation with Mission Team regarding Trinity's commitment to benevolence (Steve Nelson)

- The Mission Team has been discussing our commitment to SE MN Synod for 2019 budget. Steve shared Trinity's history of benevolence for the past 25 years: ranging from 4% to 10% with an average of 8.4% of offering, or \$18,309/year. He noted that only 4 of those 25 years did the offering amount exceed expenses.
- The Mission Team encourages First Fruits benevolence giving. "Our budget reflects our values," shared Pr. Elizabeth.
- They recommend for the proposed 2019 budget that 10% of the envelope, electronic, and loose offering be given to the SE MN Synod as our benevolence.

### Proposal from Property Team regarding boiler and parsonage repairs (Lee Hoekstra)

Two “pressing: Property issues were presented to the Council: replacing the boiler and replacing the sewer line to the Parsonage:

- Steam to hot water conversion – approx. \$175k total cost (from Winona Controls)
  - The high efficiency system will pay for itself in approximately 10 years.
  - Resources: Mission Investment Fund and/or Thrivent Church Loan Fund
- The Finance Team will make recommendations for paying for the replacement of the existing boiler and a special congregational meeting will be scheduled to discuss it.

**MSC** (Lorilyn, Milly) to do a steam to hot water conversion to replace our existing boiler system.

- Due to liability and health issues, the sewer line to the parsonage will be replaced. Grove Plumbing has been contacted for an estimate and to do the work.

### All Team Retreat in August

- An All Team Retreat is scheduled for Sunday, August 5<sup>th</sup> 3-5pm. It will be a time of sharing, getting to know one another, collaboration, improving communication, and reminding us that God chooses to work through us to accomplish more than we can ever imagine!

### Norwegian Ridge Cemetery

- Mark Dokken informed the Council that he is going to clean all the tombstones in the Norwegian Ridge Cemetery. The restoration, a 3-step process, he plans to complete it by September 1<sup>st</sup>. Thank you Mark, for being a caretaker of a place that remembers the Christian pioneers of our church and community.

### By-Law Committee

- This committee will work with Pr. Elizabeth to present the amended by-laws at the Annual Meeting.
- Janna Myrah and Karl Sylling will be contacted to see if they want to serve again; Jacque Wennes agreed to serve on the committee.

### ALICE Plan (Jacque)

The Education Team recommended adding the ALICE Plan to the Trinity Lutheran Church Safe Church Policy. In coordination with the SG Schools, it allows students to make decisions based on the circumstances occurring:

#### **ALERT:**

- *Inform as many people as possible within the danger zone that a potentially life threatening situation exists.*
- *Use any communication means possible: PA, text, email, cell phone.*
- *Use plain and specific language. Avoid code words.*
- *Classes that are outside of the building SHOULD NOT enter the building. Move outside classes to rallying point – Spring Grove Fest Building.*
- *Ignore fire alarms*

#### **LOCKDOWN:**

- *If evacuation is not a safe option, lock doors.*
- *Barricade the room.*
- *Silence mobile devices.*
- *Prepare to EVACUATE or COUNTER if needed.*

- *Move people away from windows and doors.*
- *Turn off lights.*

**INFORM:**

- *Inform is a continuation of Alert and uses any means necessary to pass on real-time information.*
- *Use clear and direct language using any communication means possible.*
- *DO NOT respond to anyone at the door until Administrator announces “all clear”.*

**COUNTER:**

- *As a last resort, distract shooter’s ability to shoot accurately. Move toward exits while making noise, throwing objects or adults swarm shooter.*

**EVACUATE:**

- *When safe to do so, remove yourself from the danger zone.*
- *Run from danger when safe to do so using non-traditional exits if necessary.*
- *Rallying point – Spring Grove Fest Building.*
- *Teachers take attendance and notify the building administrator of missing students or staff as soon as it is safe to do so.*

*ALICE is not designed to be sequential.  
Always call 911 when it is safe to do so*

**MSC**\_(Jacque, Milly) to add the ALICE Plan to the Trinity Lutheran Church Safe Church Policy.

Pastor Elizabeth closed the meeting with prayer.

Meeting adjourned at 9:25 pm.

**Next Meeting: Wednesday, August 8<sup>th</sup> at 7:00 pm at Pr. Elizabeth’s.**

In HIS Service,

Karen Bingham