

Salem Lutheran Church Council Meeting Minutes of April 19, 2018

Council Mission Statement: "We exist, with God's help, to provide leadership for the Salem Lutheran Church congregation."

The regular meeting of the Salem Lutheran Church Council was called to order at 6:00 p.m. on April 19, 2018 at Salem Lutheran Church by President Ken Stebbins.

Present: Randy Holmwig, Mark Carlson, Meriellen Pisarek, Pastor Mike Briggs, Kris Schmidt, Sherri Godfrey, Terry Tichenor, Ken Stebbins, John Wojciak. Di Hein attended by telephone.

Opening Prayer was led by Pastor Mike.

Congregational Input: None

Book Study – "A Field Guide for the Missional Congregation" – Chapter 4 – pp. 55-67.

Additions to Agenda:

- Investments accounts, as well as fidelity accounts will be added to new business.

Approval of Minutes:

- Minutes from March 15, 2018 were approved.

Treasurer's Report:

- Year to date - we are still in the black.
- The debt reduction quarterly report shows we are 11% of our way through this campaign. We have received 22% of the pledged amount to-date. We have 11 months in reserves for mortgage payments if we continue to pay the accelerated amount of \$15,408.00 a month. If the payment would drop to \$10,844.00 (the actual amount due), we would have 16 months in reserve.
- A motion to accept the March 2018 financial report was seconded. Motion carried.

Pastor's Report:

- Whitney Cragun has started her new position as Children & Youth Ministry Coordinator.
- Social Outreach Committee posted the new full time position at the Mustard Seed after Pastor Mike met with Sandy Archibald and assured her that the assistant manager position will remain open and available for her pending her improved health and a doctor's clearance to resume working.
- Debbi Carlson and Sandy Beyer attended the NE-MN Synod office staff retreat at Camp Onomia April 9th and 10th. Debbi and Sandy found it useful to talk with other people from different churches that have their same position.
- Thanks to the council, staff and volunteers who served supper at the Brainerd Soup Kitchen on Tuesday April 10th. Sherri Godfrey and Kathi Sharp cooked a delicious meal, about 8 others set up, served, and cleaned.
- 0 baptisms, 2 first communions, 1 funeral, 45 pastoral visits this month.

Staff Reports:

Greg Meyer - Deacon:

- Donations have increased. Outreach has sufficient inventory right now.
- Greg attended financial training at the Initiative Foundation.
- Outreach has posted the open position at the Mustard Seed and is currently working on interviewing.
- The April movie night at Salem Lutheran Church had about 40 people attend. The movie was "Wonder".
- Greg and Diane Meyer are working on Family Fun Night on April 27th. It will be held in the Fellowship Hall and will include dinner, prizes and "moonlight bowling". This is an event that all ages can enjoy.
- The first 100 "Shoes that Grow" have arrived to be brought to Honduras in July. The goal is to bring 200 pairs of shoes to Honduras.
- The electronic display is set up at Mustard Seed. Employees are being trained on how to load photos and set up displays that promote the Mustard Seed, Salem West and the Cause of the Month.

Whitney Cragun - Children & Youth Faith Formation Coordinator:

- Confirmation students have been invited to participate in Summer Stretch with First Lutheran in Aitkin. This is a great opportunity for them to serve and connect with other youth nearby.
- Whitney is working on planning a Boundary Waters trip again this summer. She would like to get more of our high school kids interested in this.
- Whitney listed some key observations/tasks:
 - Delegation of duties and congregation involvement is going to be key to the success of our children and youth programs.
 - Experimenting with new events and activities is going to be a part of the learning process.
 - Getting our youth involved, and facilitating leadership opportunities.
 - Working together with other local churches for a community approach to faith formation.

Committee Reports:

• Worship & Music:

- Summer Planning:
 - May 6th: Pastor Mike will be gone
 - May 13th: Graduation Recognition
 - July 1st: Missionary Linda, will be preaching
 - July 28th and 29th: Barbary Coast Dixieland Band
 - August 25th: Lutheran Lounge Act

• Columbarium:

- Ken Stebbins met with Debbi Carlson and Pastor Mike about duties of the committee and where items and records are stored. The goal is to start a committee. Columbarium committee should consist of Pastor Mike, one member of the council and 3 additional congregational members that are appointed by the council. Ken will report next month on the progress.
- There are a few people who have been keeping up the memorial garden in the Columbarium area. They would like to continue doing this. Also these people feel it is important to ask members of families that are in the garden what they would like to see in the Columbarium area. The hanging planters are being taken down because they are staining the wall. That area will be patched.

- **Facilities:**
 - Glen Helm gave his report. There were several maintenance issues taken care of: i.e. roof top units, fire protection system, emergency lights needed batteries replaced, shelves in the nursery anchored to the wall and dishwasher repair. Additional maintenance issues yet to be taken care of: snow blower needs repair and a problem with roof drains.
 - Facilities discussed painting the sanctuary. They decided to put up a transition strip and then paint up to that height. An estimate of the costs will be brought to the next facilities meeting.
 - Parking lot needs cracks patched. Deerwood Bank will share in this cost. Cost estimate for the church share will be about \$275.00.
 - Spring clean-up will be on May 5, 2018 at 8:00 a.m.
 - Five Year plan was discussed. One goal for the Facilities committee is an electronic sign for outside the church. Cost and design will be brought to the next Facilities meeting. Member from Council reminded the committee to check with local government and highway right-of-way regarding requirements for signage. Discussion was held about setting up of a fund.
 - Security concerns with building being open when people are inside were discussed by Facilities. Pastor Mike, Debbi Carlson, Ken Stebbins, and Kris Schmidt will meet April 26th to start working on security concerns.

- **Outreach:**
 - Recent donation of 60 mattresses, queen and full sets from Super 8.
 - By July 1st, Outreach needs to have a trust set up for the donation to Social Outreach. They have met with the Initiative Foundation, but will also meet with the Brainerd Community Foundation and Woodbury Fidelity Branch to see what they have to offer.
 - Ample discussion was held regarding the payment of real estate taxes on the donated property. A motion that Salem Lutheran Church Council authorize Paul Tesdahl to sign an agreement on behalf of Salem Social Outreach Committee and Deerwood Bank for \$12,118.00 for the term of one year from the date of signing to pay the full year of 2018 property taxes on the property gifted to Salem Social Outreach in December of 2017. The complete terms of the agreement will be provided by the Deerwood Bank as per discussion and agreement with Deerwood Bank President John Ohlin was seconded. Motion carried.
 - Discussion was held regarding the hiring of a Mustard Seed employee.
 - There is no update at this time on the status of Mustard Seed expansion plan.

- **Faith Formation:**
 - Whitney Cragun will work on a new survey to present to families to better understand what they want and what time works best for them.
 - The following areas continue to grow: Kids Own Worship/Sunday Programming; memory work; 3rd grade bible; communion class; lego club; birth-3 toddler dance; children's sermon; VBS; nursery coverage.
 - Lunch Bunch: This ministry will be going back to the Outreach ministry. An announcement will be made looking for a coordinator to organize the volunteers and delivery crew.
 - Youth Gathering still needs money for food. Also the group will be going to NASA, so there is a need for money for tickets. The youth will be doing further fundraisers. They have received sufficient funds for their travel and housing.

Unfinished Business:

- Kitchen Coordinator Position: Kathi Sharp and Sherri Godfrey are willing to take on the Kitchen Coordinator position as volunteers in an unpaid position. Both Kathi and Sherri plan to obtain a ServeSafe certification. Discussion was held regarding this proposal. Motion to

accept Kathi Sharp and Sherri Godfrey as volunteer Kitchen Coordinators and that Salem Lutheran Church reimburse them for the cost to obtain the ServeSafe certification was seconded. Motion carried.

- Discussion regarding the weather related policy for the congregation was discussed. A motion to accept the weather related policy changes for the congregation was seconded. Motion carried.
- Second part of the weather cancellation was the policy for the employees. This matter was discussed at length. A motion to accept the weather related policy as written was seconded. Motion carried.
- Motion to approve the guidelines for using a personal holiday was seconded. Motion carried.

New Business:

- Insurance Loss Control Report by Grinnell: Informational discussion was held about the status of the report.
- Distribution of Summerfest Funds: Lengthy discussion was held regarding the distribution of the Summerfest funds. Motion to distribute Summerfest funds 1/3rd to 2201 – Building Fund; 1/6th to 2205 - SLC Building Maintenance Reserve; 1/6th to 2910 - Operating Reserves; and 1/3rd to Outreach.
- Discussion on suggested changes to “Guidelines for the Relationship between the Congregation Council and the Outreach Committee of Salem Lutheran Church.” Tabled.
- Informational discussion that some of the investment accounts need to have signature changes. President and Treasurer will take care of this.

Suggestions, Observations, and Solutions: One was received.

Announcements:

- Synod Assembly – 5/4-6/2018 @ Cragun’s
- Salem Inside/Outside Workday/Spring Clean-up – 5/5/2018
- Salem high school graduates blessing - 5/13/2018
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Adjournment:

- Motion to adjourn was seconded. Motion carried.
- The next regular meeting will be on May 17, 2018 at 6:00 p.m. at Salem Lutheran Church.
- Closed with the Lord’s Prayer.

Respectfully submitted by Meriellen Pisarek, Secretary