



Salem Connection December 2022

Salem Lutheran Church 21276 Archibald Road PO Box 100 Deerwood MN 56444
Phone: 218.534.3309 Email: office@salemwd.org Website: www.salemwd.org
Facebook: www.facebook.com/salemlutheranchurchdeerwood



What do you wish for this Christmas?

I'm not talking about what gifts you want, or what your menu items you're craving, or what you are going to do with your extended days off. What are you wishing your Christmas will feel like?

I think it's an easy question to answer. Of course we want love and joy and hope and peace this season – all those “candle words” we're talking about this Advent. We want to feel connected to others, to be generous with our love, and know God really is Emmanuel – “God with us.” We want to be caught up in the wonder and awe with the “multitude of the heavenly host, praising God, and saying, ‘Glory to God in the highest, and on earth peace, good will toward men.’” (Luke 2:14) That's what Christmas is all about (thanks, Linus!)

So why isn't it? Why is the month of December marked with frantic gift-finding, cookie-baking, and party-planning, the oops-we-forgot-so-and-so, and who's-hosting-what, and that-isn't-the-gift-you-wanted? Everything around us isn't necessarily spouting joy and peace, is it?

So then, how do we have a peace-filled, love-driven, joyful Christmas that lives up to our hopes? Well, it's all in the preparation and what we spend our time preparing.

The church season of Advent is all about preparing for Christ. We will hear Scriptures that call us to “keep awake” and “prepare the way” to carry God within our hearts this season. If your frame of mind is watching for signs of God, think of what would change in your Christmas preparations! Instead of the perfect gift, you'll see the love in the person who picked it out. Instead of the feast, you'll see the hospitality of your host. Instead of the glistening lights and decorations, you'll see the love and beauty and light of God. What will help you “keep awake” to the hope and peace and joy and love happening around you?

Unfortunately, that question is harder to answer, and no one can answer it for you. That's part of the waking up of Advent – waking up to what is important rather than drifting through the season. Maybe you need more time for wonder, for awe, for quiet. Maybe you need more thought into your own traditions or active participation in them. There is no prescribed way to celebrate Christmas because there is no prescribed way that God shows up among us. That's what the manger teaches us: in the least expected places, God breaks in with peace and love, with joy and hope.

My joy is to join with you in preparing the way, to guide us through this season grounded in Christ: the God who is with us in the midst of all the to-dos and didn't-get-dones; the God who is with us in the frantic and the peace; the God who is with us this Christmas and always.

Peace to you and yours, and Merry Christmas!

~Pastor Amanda



Special Notes at Salem

Thank you to those SERVING in December :

READERS

- Dec. 4, Ken Stebbins
Dec. 11, Nancy Meyer
Dec. 18, Tina Royer
Dec. 24, 3:00p.m.
5:00p.m.
Dec. 25, Glenn Suess

USHERS

- Dec. 4 Ed & Sherri Godfrey, Joe Huntly
Dec. 11 Randy Holmvgig, Herb & Barb Schoon & Mark Boike
Dec. 18 Roger & Marlene Prill, Clark & Joyce Marshall
Dec. 24
Dec. 25 Nory & Peggy Hunze, Chuck Lubowitz, Karla Peterson

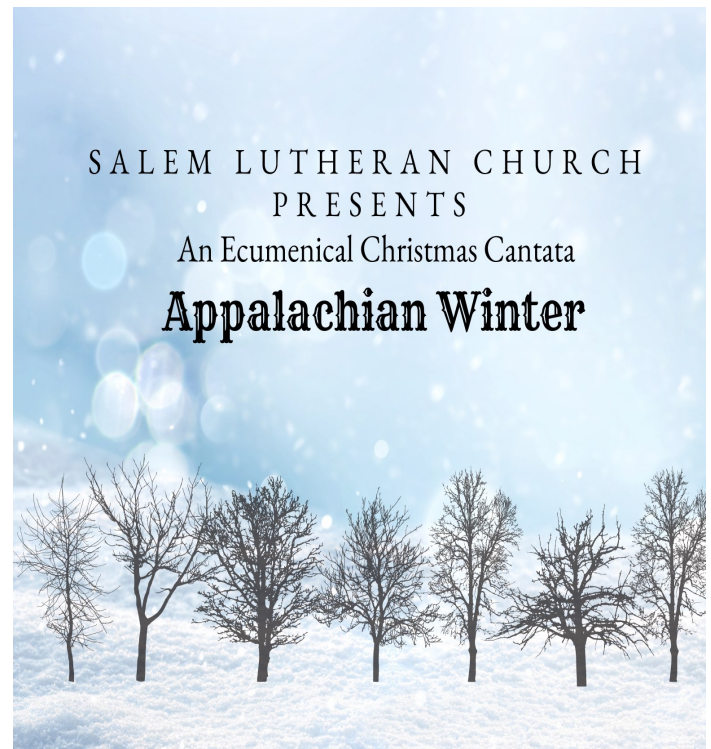
OFFERING COUNTERS for December

Lori Holmvgig & Jeff Mitchell

December Music Schedule



- 4 9:00a.m. Holden Evening Prayer Program
10 7:00p.m. Appalachian Winter Cantata Performance
11 9:00a.m. Worship—Appalachian Winter Cantata Performance
18 9:00a.m. Worship—Sunday School Christmas Program
24 3:00p.m. Salem Choir during Worship
5:00p.m. None
25 9:00a.m.



Koffee Klatch at Heartwood

Salem's monthly Koffee Klatch Bible Study will be on Monday, December 12 at 1:00p.m.



Salem is seeking a **Finance Manager**. To learn more about this opening, find the information on Indeed at this link:

<http://www.indeed.com/job/finance-manager-160c74c163ea4993>

**NOW
HIRING**

Salem Lutheran Church

21276 Archibald Rd, Deerwood

←—————→
PERFORMANCE AT SALEM
SATURDAY, DECEMBER 10 AT 7 P.M.
AND SUNDAY, DECEMBER 11 AT 9 A.M.

Faith Formation



Don't forget **Confirmation classes** are currently being held on Wednesday evenings from 6:30-7:45p.m.

Special Celebrations in December



| | | | |
|----|------------------|----|------------------|
| 1 | Kristy Tesdahl | 22 | Jay Stromberg |
| 5 | Sandy Kretlow | 23 | George Knutson |
| 6 | Judy Fields | | Brenda Stirewalt |
| 7 | Carson Holmvig | 24 | Steve Haglund |
| | Jerry Huxford | | Rick Hann |
| | Rob Schmidt | 25 | Jeff Mitchell |
| | Arnita Zierke | 26 | Sue Johnson |
| 9 | Anna Coughlin | 27 | Parker Cekalla |
| 11 | Madison Bordwell | | Dennis Muggli |
| 12 | Jackie Brix | 28 | Whitney Fisher |
| | Barbara Call | | Edna Sorenson |
| 13 | Amber Holmvig | 29 | Bob Erickson |
| 17 | Dick Muggli | | Di Hein |
| 18 | Joel Huntley | | Kendall Johnson |
| | Pete Newton | | Margo Wojciak |
| | Bryan Syrstad | 30 | Tim Herberg |
| 20 | Michael Serfling | | Tony Kimball |
| 21 | Greg Gavin | | Nikki Knutson |
| | John Pelant | | Nathan Williams- |
| | Amanda Spatafore | | Nelson |
| | | 31 | Myron Midthun |
| | | | Randy Sykes |

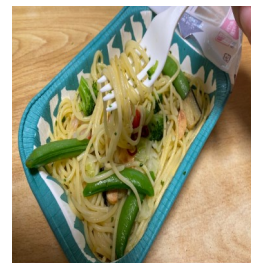
| | |
|----|--------------------------|
| 10 | Wayne & Carol Brezina |
| 11 | Josh & Renee Voller |
| 13 | Jim & Sheila Mayne |
| 18 | Curt & Krista Bordwell |
| 27 | Sandy Archibald |
| | Gerald & Donna Sanderson |
| 29 | Lee & Bobbie Midthun |

Catholic Charities Senior Meal Distribution

On Monday, December 19, Catholic Charities will distribute frozen meals to senior citizens in Salem's parking lot. Each month, they will be distributing these meals to area seniors to help our elderly population get nutritious meals they need.

To volunteer, sign up at this link:

: <https://link.zixcentral.com/u/ab231868/elhRUKxe7RGf8u9Og-oQLQ?u=https%3A%2F%2Fwww.volgistics.com%2Fappform%2F2136604969>



Your Voice and Vote Matter in Your Church!

Council is preparing for the 2022 Congregation Meeting and inviting you to prepare and participate in our shared ministry over the next month and a half.

The Nomination Team is currently working to invite leaders into the life of the church. They are looking for council members who are passionate about Salem's future impact and current ministries; for those willing to lift up leaders for 2024; and for 2 people interested in strengthening the connection we have to outdoor ministries as delegates to Voyageurs Lutheran Ministry.

The Church and Outreach Budgets will be presented after worship on November 20 and December 4. We will talk through the expenses for 2023 and answer any questions you have. Council will be taking notes about concerns, but amendments to the budget will be made only at the annual meeting.

Mark your calendars for our annual meeting on December 11 after worship. Together, we will lift up new leaders for 2023, encourage those continuing in leadership, and approve a budget that makes our ministries possible.

**** NEW **** If you are away or otherwise unable to meet in person, we are providing an opportunity to attend the meeting online. You will be able to hear and see, ask questions, make motions, vote on leaders and the budget just as if you were in person. There will be opportunities to practice with this option the first week of December.

Salem's Stewardship and Budgeting Process 2023

November 2022

Monday the 7th, Executive Council budget re-work based on OGB / Council feedback

No later than Thursday the 10th, final budget proposal to OGB and Council

Final discussion / feedback: OGB Tue the 15th, Council Weds the 16th

Sunday the 20th, present to the congregation after worship, receive questions

Once presented to the congregation, no changes can be made until a motion at the annual meeting

December 2022

Sunday the 4th, second presentation opportunity after worship, receive questions

Sunday the 11th, Annual Meeting of the Congregation to approve the budget and elect leadership (changes to the budget are made by motion)

Salem's Annual Meeting is Sunday, December 11 following worship.

Please read carefully.

Due to our members traveling or otherwise unable to attend this meeting in person, Salem is offering the option to attend the Annual Meeting online using Zoom video conference. Those who attend online will be able to elect new leadership for the Church and Outreach ministries, discuss and approve the budget, and make decisions about the future of Outreach.

In order to participate online, you must contact the church office for the meeting link and login information by December 8 at noon. Call the church office at 218-534-3309 or send an email to Laura at office@salemdwd.org requesting the online meeting information. You will receive that information via email on Friday, December 9.

If you are new to Zoom, Pastor Amanda is offering two opportunities to practice ahead of the annual meeting including our voting link that will appear in the chat window. You may download Zoom by going to www.Zoom.us. You will not need to create an account to use Zoom. Please call or email the church office to receive the login information for these practices:

Monday, December 5 from 12pm until 12:45pm; and

Thursday, December 8 from 3pm until 3:45pm.

If you need a ride in order to participate (or would like to offer a ride to others), please contact the church office. We are organizing rides the week before the meeting.

Thank you for participating in God's work in the ministries of Salem Lutheran Church! Your voice and vote matter in this community!

Salem Lutheran Church
Council Meeting Minutes from September 22, 2022

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

MSC = The motion was seconded and carried.

Present: Al Schiffler, Paul Tesdahl, Warren Balfany, Terry Tichenor, Don Hales, Mark Boike, Pastor Amanda, Jason Kempthorne, Jena Reed, Renee Voller, Peter MacKay

Call to Order

Opening Prayer by Pastor Amanda

Pastor Amanda also talked about point 5 on our Covenant: I will respect everyone I come in contact with. This includes respecting their time, unique gifts and abilities, emotions, thoughts and ideas, email box, and personal space.

Approval of Minutes

Motion: Approve minutes of the August 25, 2022 Council meeting. **MSC.**

Motion: Approve minutes from the Sept. 8, 2022 joint meeting of the Council and OGB. **MSC.**

Treasurer's Report

Terry Tichenor presented the treasurer's report.
Added Building Fund line 4100 to the financial system.
Added Mortgage/Cap. Appeal line 7240 to the financial system.
Had positive income again this month.

Motion: Approve the August 2022 Financial Reports. **MSC.**

Pastor Amanda's Report

Time and Talent forms are being collected – good response.
Nominating team will be convened soon!
Women's retreat 14 - 16 Oct. That Sunday we will have a guest Pastor speaking.

Outreach Report

Sept. 27th the Consultant will be here to talk about what works for other non-profits.

Spray foam is completed!

Box truck has arrived!

Referrals doubled due to a different way of doing business – allowing the client to come and pick up their stuff.

Impact is over \$230,000 so far this year!

October 11th is Volunteer Appreciation Dinner! All Volunteers are invited!!! Council will be involved with serving – a way to show our appreciation!!

On Nov. 9th there will be a Community Thanksgiving Meal at Noon.

Committee Reports

Columbarium: No update.

Technology: The old UPS has a new battery and will be put on the Finance computer.

Capital Appeal: Paul noted there is \$78,053.74 in Deerwood Bank as of July 1st. The Capital Appeal pledges that are coming in are not enough to support the additional funds for the mortgage. The Capital Appeal Team recommended decreasing the mortgage payment from \$15,408 to \$10,000 per month starting in October. They will meet in December to make a recommendation for 2023.

Motion: Accept the Capital Appeal Team's recommendation to move from \$15,408 to \$10,000 per month starting in October. **MSC.**

Facilities/Kitchen: No update. (Facilities & Maintenance person discussed below.)

Faith Formation/Youth: Renee noted the backpack blessing and Rally Sunday were held. Confirmation is starting.

Memorial: No update.

Stewardship: Pastor Amanda noted that we will be putting our pledge cards in the offering plate on Sunday. They are compiling the Time and Talent forms.

Welcome: New member Sunday will be on October 9th. Orientation classes on Sept. 25th and Oct. 2nd. All are welcome to attend these!

Worship & Music: Pastor Amanda noted that they went over what has been and what will be. Shakers will be out for fun songs. Also noted that the Thrivent fund paid for the reflective strip on the steps for safety.

Unfinished Business

Reducing the cost of mattress disposal: No update as Zoom connection was lost.

Update on Salem's Insurance review: The committee will get the quotes to the Council for the Oct. Meeting. A decision is needed before Dec. 12th as that is when the current insurance policy ends.

Identifying qualifications for a contract pastor & the financial considerations: Tabled until next meeting as the team is still doing prep work.

Review of joint Council/OGB meeting: A lot of work to be done.

Two families contacted, and fully understand the issues. They were supportive of moving the memorial and asked to be kept up to date with the movement/plan.

Getting three appraisals of the Mustard Seed.

Will speak with the neighbors to see if there is any interest.

Drawing up a plan for the memorial stone at Salem West.

Working on construction loan options.

Update on hiring a Facilities and Maintenance person: Awaiting return of the background check. If all goes well, will offer him the job to start on Monday. Will give the Cleaning service notice.

Final Summerfest financial report: Some information was missing regarding the donation box. This will be discussed at the October Council Meeting.

Action: Terry will check with Ruth to see if any money from the donation box was specified for a specific purpose.

New Business

Health benefits for Pastor Amanda was discussed.

Motion: Continue with the Gold Plus Option. **MSC.**

Designation of the Thanksgiving Offering:

Motion: Continue in 2022 with the Thanksgiving offering going to Voyageurs Lutheran Ministry. **MSC.**

FYI: Pastor Amanda will convene the Nominating Committee soon.

Review updated parking lot agreement with Deerwood Bank: Paul noted that the agreement has not changed.

FYI: A misplaced Silent Auction item which was Four Greens Fees at Gold Club near Fifty Lakes, had a final bid of \$75.

Ruth Blum, our financial manager, has announced her leaving the position in December of 2022. We will post a vacancy.

Our budget process for Oct/Nov is coming up. Receiving first draft soon.

SOS

Some people use strong cologne (both women and men), while others are allergic to it. Pastor Amanda will make an announcement regarding this.

Some people do not appreciate the type or loudness of the music selections: While not everyone loves everything, we have a blended service.

Motion: Continue with our music program the way it is currently. Concerns will be passed to the Music and Worship Team. **MSC.**

Announcements

The next regularly scheduled Exec. Team meeting will be October 18, 2022, at 3:00pm in the conference room.

The next regularly scheduled Council meeting will be on October 27, 2022, at 5:30pm in the conference room.

Meeting Adjourned

Motion: To adjourn. **MSC**

Closed with the Lord's Prayer.

Prepared by: Jena Reed



Quilting Ladies,

We would like to thank you all for the lovely quilt. The colors just so happen to perfectly match her nursery. Parker loves to cuddle up in it & really enjoys playing hide-and-seek with it 😊

*Thank you,
The Meiers*

Quilting Ladies,

We would like to thank you all for the lovely quilt. The colors just so happen to perfectly match her nursery. Parker loves to cuddle up in it to really enjoy playing hide-and-seek with it.

Thank you,



The Meiers

Salem Outreach Governing Board meeting September 20,2022

Present were: Pastor Amanda, Jason Kempthorne, Chuck Lubowitz, Ron Martin, Paul Tesdahl, Sandy Kretlow, Cathy Aykens, and Jacob Walker. Raye Cragun was absent.

MSC: Motion, Seconded and Carried

Open with prayer.

Secretary's report was sent to members for August 16 meeting. MSC

Approved the joint meeting between Council and Outreach Governing Board. MSC

Financial Report: Cathy went over the financials. We received money back from Payroll Employee Credit for paying taxes during COVID, which we added to our reserves.

Summerfest recap will be coming out soon. MSC

Jason Report:

Facebook is drawing attention of more individuals. Spray foam is done at SW. Clothing has a new set up concept. Box truck has arrived, it was used today for the first time. Continuous Improvement program is soon completed.

Grants: We bought a sink for SW from Initiative Foundation grant. Purchased 10 cribs from United Way Grant. Impact Report for Salem West is on the Bulletin Board at SLC on the way to fellowship hall.

Bridget is doing great at Salem West.

Mustard Seed: Jake says we did \$10,000 more for the month of August from a year ago. Color tags rotation is working great.

We will need to replace the software for the POS. Our license is due for the existing software in 2023. A newer and more updated version would work better at the store.

We are decorating with fall and Halloween décor.

Jason: Reviewed suggestions made at the joint meeting between council and OGB.

Moving the Skone memorial to SW would be ok by family.

Look to our neighbors for purchasing the MS, parking lot.

Repair cost: contingent on appraisals for MS. Get two Salem members and one outside appraisal.

Cost estimates to complete SW is important.

For Gap funding: Rent back if property is sold quickly. Get a construction loan against property.

See what a bond program would be like for members to purchase.

New Business:

We went over the budget for 2023.

Mustard Seed: Motion was made for the recommended budget to be forwarded to council for 2023. MSC

Salem West: Motion was made for the recommended budget to be forwarded to council for 2023. MSC

Volunteer appreciation dinner will be October 11. We will be having a special guest from Social Service. Staff will work and Outreach Board to help with dinner.

Community Meal will be Wednesday, November 9 at SLC fellowship hall. From line number #2755. MSC

Purchase poinsettia's for shut ins from line #7855 Salem Saints.

Next meeting Oct 18,2022.

Closed with Lord's Prayer.

Submitted by Sandy Kretlow, Secretary.

Salem Outreach Governing Board Minutes

October 18, 2022

Present were: Pastor Amanda, Jason Kempthorne, Cathy Aykens, Jacob Walker, Chuck Lubowitz, Ron Martin, Sandy Kretlow, and Paul Tesdahl. Raye Cragun was absent.

MSC: Motion, Seconded, and Carried

Pastor Amanda led us with prayer.

Secretary's Report was e-mail to each one. MSC

Financial Report: Cathy went over financials. MSC

Jason's report: Facebook is continuing to reach more customers. We have received two bids for electrical. A bid was rewarded to Up North Electric for \$2500.00. The backroom is coming together. Dave C. is putting a lot of hours in working on the break room. We have 8729 volunteer hours so far this year.

Grants: The ELCA Hunger grant is still open with \$9527.79. Initiative Foundation has a balance of \$24,312.26. United Way still has \$5384.00 (for bedding and furniture). Brainerd Lakes Community Foundation- Rural Poverty has a balance of \$2457.00 (Furniture). Emergency Food & Shelter Program 2022 Lunch Bunch was awarded \$3000.00 at \$3.00 per meal.

Impact Report: See attachment

Jake's report from MS: Taste of Christmas is in full swing. It will be November 16 thru 19. We will be needing a lot of volunteers to work those dates. Sales have been up these past two months. Special "Thank YOU" to the clothing ladies which come in on Monday and Tuesday to make their department look great. Also, thanks to all who work on Tuesdays behind the scenes with all the neat décor items.

New Business: Volunteer Appreciation dinner was well attended with 126 people. Special thanks to Sherri Godfrey and Kathy Sharp for going over and beyond their expertise with making a wonderful meal.

A Thanksgiving meal will be offered to the community on November 9 at noon. We will need volunteers to help with setting up, serving and clean-up. A sign-up sheet will be on the kiosk. Sherri and Kathy will be making the meal.

Renovations: We probably will hire out for the potential mold removal, spray foam, and floors. Volunteers could possibly do painting, slat wall, and decorating.

Holiday Closures: MS will be open Wednesday, closed Thanksgiving Day, Noon to 5 on Friday. Full day on Saturday. Salem West Closed Thursday and Friday. Christmas the MS will be closed Dec 24-Jan 2.

Old Business: A revision for the 2023 Budget regarding the revision of an additional building Loan Payment. Deerwood Bank has given us two options for loan to make improvements at Salem West.

Motion was made to use line #7235 \$18,000.00 for payment, \$3,000.00 for closing cost totally \$21,000.00. Take from line # 4920 Reserves. MSC

Motion was made by OGB to send to council the two motions attached (see attachment) for annual meeting. MSC

Motions was made to approve the Service Contract for “Thrift Works” for new software for the Mustard Seed. MSC

We still have \$10,000 left in the fundraising & sustainability planning.

Look into a bid for snow removal.

Next meeting will be November 22, 12:30 pm.

Submitted by Sandy Kretlow, Secretary

Salem Lutheran Church
Council Meeting Minutes from October 27, 2022

Council Mission Statement: *We exist, with God’s help, to provide leadership for the Salem Lutheran Church Congregation*

MSC = The motion was seconded and carried.

Present: Al Schiffler, Paul Tesdahl, Warren Balfany, Don Hales, Mark Boike, Pastor Amanda, Jason Kempthorne, Jena Reed, Peter MacKay

Absent: Terry Tichenor, Renee Voller

Call to Order

Opening Prayer by Pastor Amanda

Approval of Minutes

Motion: Approve minutes of the September 22, 2022 Council meeting. **MSC.**

Treasurer’s Report

As Terry Tichenor was absent, Paul Tesdahl presented basics of the treasurer’s report.

There is a downward trend in giving.

Motion: Approve the September 2022 Financial Reports. **MSC.**

Pastor Amanda’s Report

Good Synod Theological Conference!

Attended the Women’s retreat.

Was involved in the Stewardship and time and Talent processes. Compilation was completed and handed out.

Outreach Report - Jason

Two bids were received for electrical. The contract was awarded to Up North Electric for \$2500.

The consultant that we are working with came here and offered suggestions. We now have a book nook at the Mustard Seed, and doing twice the sales.

Working on Taste of Christmas – November 14th.

Volunteer Appreciation Dinner was well attended with 126 people, and went well.

Impact report has been posted.

Paul thanked all those who helped with the Volunteer Appreciation Dinner. Set-up and clean-up went quickly!

Committee Reports

Columbarium: No update.

Technology: No update.

Capital Appeal: Paul gave an update at the service on Sunday. Served brownie Sundays after the service as a thank you! The Capital Appeal team will meet on Dec. 5th to decide on a recommendation for mortgage payments for next year.

Facilities/Kitchen: Al noted that the clean-up day was well attended. New custodian is doing well, and glad to be here.

Faith Formation/Youth: Pastor Amanda noted that Trunks for Treats is on Monday. Kids Club will start in January. They are trying to figure out the Christmas Program!

Memorial: No update.

Stewardship: Pastor Amanda noted that the Time and Talent forms have been compiled.

Welcome: Pastor Amanda noted that the committee is meeting less, and focused more on once a person is through the door.

Worship & Music: Pastor Amanda noted that they are preparing for advent. Should we have a Thanksgiving service? After much discussion, it was decided to do a digital worship service that will be prerecorded, and an email link will be sent out. Next year we will start discussions in June to see if a Thanksgiving service is something we want to have in the sanctuary or continue with a digital service.

Unfinished Business

Reducing the cost of mattress disposal: Don filled out and submitted the appropriate forms. We hope to hear back in November.

Update on Salem's Insurance review: Three companies were approached, and we have two proposals, and meet with the third company on Wednesday.

There is currently no medical insurance for volunteers that get injured on our property.

Our goal is to have an apples to apples comparison and make a recommendation to Council soon.

Need to make a decision at the next Council meeting as our insurance will expire in December.

There should be a cost savings of around \$5K, with more coverage.

Update on identifying qualifications for a contract pastor and financial considerations

Deacon Brenda from Synod gave us one option of someone looking to move to this area. This would be a shared pastor with another congregation.

Currently she is a deacon doing senior ministries and outreach.

Has all of the qualifications that we are looking for.

There are a couple of churches in the area possibly interested in a shared pastor/deacon.

Do not need a full Call Process – need to do a job description.

No timeline as of yet. Probably first quarter next year.

Pastor Amanda is “Pastor” – we can drop the “Associate” descriptor without a call process. Emphasize “Pastor of Faith Formation”.

Timeline for filling Financial Manager position: Interviews next week. Have several good candidates.

New custodian: Dan Quinn is on the job and glad to be here.

Nominating Committee progress: Need people willing to be on the Council. Also looking for someone for VLM rep.

New Business

Discussion on designating the Christmas offering.

Motion: Send the Christmas offering to Kids Ark International in Honduras. **MSC.**

Discussed the motions to be addressed at Salem’s Annual Meeting pertaining to Salem’s Outreach Ministry.

Motion 1: Loan for Roof Repair and Store Set-up

The congregation of Salem Lutheran Church authorizes the Congregation Council to borrow up to a maximum amount of \$200,000 from any lender approved by the Congregation Council under the following terms: Term: five years, based on amortization of 20-years. Interest rate: 5-year Treasury + 250bps, fixed at closing to be secured by a 1st Mortgage on Salem West property at 22348 State Hwy 6. The Executive Council is authorized to execute any and all documents reasonably necessary and carry out these actions.

Motion 2: Sale of 23697 Forest Road

The congregation of Salem Lutheran Church authorizes the sale of the Mustard Seed Property at 23697 Forest Road at a time and manner as directed by the Congregation Council upon the recommendation of the Outreach Governing Board with the listing to occur during the 2023 Calendar year. Proceeds from the sale of the property will be distributed to the Outreach program per the congregation council resolution adopted July 2022, with the first proceeds of the sale to be used to promptly pay any remaining indebtedness of the loan of Motion 1.

Motion: Council adopts OGB’s resolution of the two motions to be presented at the annual meeting in December 2022. **MSC.**

Discussed emergency devices being functional and supplies being available at Salem. Chuck Lubowitz checked all systems and they are all functional. Chuck will continue to monitor them. Dan (custodian) will check batteries and oxygen supplies. Chuck volunteered to do CPR training in the future.

New members: One of council’s tasks is to approve the confirmed and voting membership of Salem (C8.03)

Motion: Approve Brian and Linda Sudman, Donna Grunzke, Marcia Tweed, Andi Anderson, Kennedy Niska, Cal and Shelley Midthun, Mark and Carole Houghton, and Brandon Anderson and Ahreanna Chandler into the membership rolls of the voting members of the congregation. **MSC.**

Parking lot service opportunity: CRMC approached Salem to distribute food once a month to seniors in our parking lot. Deerwood Bank (as they fund part of our parking lot) has no issues with this.

Motion: Allow CRMC to utilize our parking lot to distribute food to seniors once a month. **MSC.**

Counting of votes at the Congregational Meeting in December 2022 was discussed.

Motion: The nominating committee will count the votes at the Congregational Meeting in December 2022. **MSC.**

S.O.S.

Some members cannot make a Congregational Meeting. Would like absentee voting.

ELCA requires members to be present for the voting. No absentee ballot.

However, with Zoom, they can hear and contribute back. No need for a Constitution change.

Have a voting system using Google Docs for electronic ballot. They can use the chat function to send votes. Need to insure confidentiality.

Action: Pastor Amanda will follow-up with S.O.S. person.

Budget Discussions

Biggest discussion was utilizing reserves.

For the Church:

Church reserve budget \$78,811.25

Unrestricted reserves as of 10/1/22, \$120,813

Projected reserves going into 2024, \$42,001.75

For Outreach:

Outreach reserves for 2023, \$24,000

Cash reserves as of 10/1/22, \$86,031.08

Grant reserves, \$21,771.26

Projected reserves in 2024, \$40,259.82

Insurance costs should go down. We will know in the next couple of weeks.

We are budgeting additional dollars for each position for raises and for new hire flexibility.

Paul will get Simply Giving data from Ruth.

The Exec Team will continue budget discussions on 7 November.

Announcements

The next Exec. Team budget meeting will be Monday, November 7, 2022, at 3:00pm in the conference room. The next regularly scheduled Exec. Team meeting will be November 15, 2022, at 3:00pm in the conference room.

The next regularly scheduled Council meeting will be on **Wednesday**, November 16, 2022, at 5:30pm in the conference room.

Meeting Adjourned

Motion: To adjourn. **MSC**

Pastor Amanda closed in prayer.

Prepared by: Jena Reed

Salem Outreach Continuous Improvement Program Final Report

The Initiative Foundation offered a 6 month course in Continuous Improvement principals. During this course each group was asked to identify a project. Salem Outreach volunteers and staff identified issues and then addressed many with small improvements. Below is their findings and the solutions used to improve these issues.

Salem West

Equipment

Small Wash Sinks: **Done – Installation of 3 compartment sink**

Lack of Laundry Totes: **Done – Purchased blue carts to sort laundry into.** Need four additional.

Sanitizer doesn't wash, must wash by hand: **Researched alternative chemicals completed.**

Washing machines wear out fast: **Discuss Commercial vs Residential,** Will replace with commercial when they wear out.

Materials

Totes and lids don't match, tote labelling confusing, not enough merchandise cages, bags on floor, and merchandise on floor.

Goal: One site (won't need totes, merchandise will go on sales floor and won't build up)

Need for additional carts needs to be assessed after one site is completed.

Process

Wash and pack on different days therefore, sets are misplaced, too much merchandise around. Can't price items at SW. No consistent process guides

Increased volunteers has helped however we still have confusion as items are misplaced throughout the transfer process.

Goal: One Site. Will have to re-work how we process. Will write process guide

Environment

Cold Building, Hot Building: **Done – Heated space**

Insufficient Lighting: **Done – New lighting**

Leaking Roof, mice, rotten insulation: **Partially Completed – Back half has been completed.** Plan to fund remainder going to Congregation Dec 11.

Seasonal space issues: **Re-assess when one site**

Staff

Manager and staff turnover: **Try to retain staff. Introduce clear written procedures.**

Training issues: Intake items vs garbage: **Tag Feedback, Learn from return stock from store** **Goal: One Site. Will have to re-work how we process. Will write process guide**

No consistent Manager message: **Change in staff & culture.**

(job duties will meld together)

Duplication of tasks, wrapping and tote at SW and reverse at MS. **Goal: One site solution saves a lot of volunteer time.**

Volunteers

Not enough processing days- 2 days wash, 1 laundry: Addressed with additional volunteers. Currently processing 4 days.

Reassess volunteer duties to maximize their time - Goal: One Site. New time saving process, no need to wrap items and unwrap items.

Not enough Volunteers: **Advertise and welcome any time they offer**

Not enough volunteer training: **Write volunteer training and duties as we move to one site**

Slow process for sorting clothes: **New process implemented.** Address additional wash volume in future at one site.

Mustard Seed

Equipment

Cash Register: crashes, POS software not good, few barcode items

Goal: New POS system with color codes and barcode system – Implement in 2023.

Materials

Fair trade items: does it pay to order and sell? Completed: only ordering baskets for now.

Process

Must transport merchandise to store, only 1 transport volunteer, manager has to transport furniture, difficult to communicate from SW to MS and back for merchandise. Goal: One site

Must reprocess clothes: throw, sew, etc., re-dry clothes, reprocess merchandise: throw, wash, comes broken Goal: One site

Merchandise put back on shelves in back room, some merchandise never gets out- always in back. Completed: colored tag system

Environment

Not enough space for merchandise, not enough shelves or right type of shelves, some area too small for merchandise (kitchen, clothes), Lack of storage. Completed: Colored tag system, Added retail space (Kitchen, Book Nook) Still need additional clothing space in new store front.

Staff

Must have tote list for merchandise, manager too busy to make list, not all staff trained in tote list Goal: One site, Increase Communication until one site

Training not consistent, staff productivity not consistent. Goal: Develop job duties and training

Volunteers

Not enough volunteers, cashiers. Goal: Advertise

Inconsistent process for volunteers to follow, i.e., restocking, pricing, inconsistent training, volunteers do what has been done in past not what is being done now, rogue volunteers, “stay in your lane” volunteers. Goal: Develop volunteer job description duties, new pricing software, one site

Submitted by Julie Fritz, Chuck Lubowitz, Paul Tisdahl, Jake Walker, Jason Kempthorne.





| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--|--|--|--|--|---------------------------------------|--|
| 27 Advent 8:00am Choir Rehearsal 9:00am Worship / Sunday School 1:30pm Care Center Worship 3:30pm Cantata Rehearsal | 28 3:00pm Staff Meeting | 29 9:00am Piecemakers | 30 6:30am Women's Bible Study 6:30pm Confirmation Classes | 1 10:30am Salem Delivers Meals on Wheels | 2 8:00am Men's Bible Study | 3 |
| 4 9:00am Worship / Sunday School 10:00am Deck the Halls for Christmas 10:15am Second Budget Introduction Meeting 3:30pm Cantata Rehearsal | 5 3:00pm Staff Meeting 5:45pm Capital Appeal Meeting | 6 9:00am Piecemakers 5:00pm Worship and Music Meeting | 7 6:30am Women's Bible Study 6:30pm Confirmation Classes | 8 | 9 8:00am Men's Bible Study | 10 9:00am Serpent Lake Association Meeting 7:00pm Cantata Performance |
| 11 9:00am Worship / Sunday School 10:15am Congregation Annual Meeting 10:30am Cantata Performance | 12 1:00pm Koffee Klatch at Heartwood 3:00pm Staff Meeting | 13 9:00am Piecemakers 6:00pm Faith Formation | 14 6:30am Women's Bible Study 6:30pm Confirmation Classes | 15 6:00pm Cuyuna Range Lions Meeting | 16 8:00am Men's Bible Study | 17 |
| 18 8:00am Choir Rehearsal 9:00am Worship / Sunday School Christmas Program | 19 3:00pm Staff Meeting | 20 9:00am Piecemakers 1:00pm Outreach Governing Board Meeting 3:00pm Executive Team | 21 First Day of Winter 6:30am Women's Bible Study 6:30pm Confirmation Classes | 22 5:30pm Council Meeting | 23 8:00am Men's Bible Study | 24 3:00pm Christmas Eve Services 5:00pm Christmas Eve Service |
| 25 Christmas Day 8:00am Choir Rehearsal 9:00am Worship | 26 3:00pm Staff Meeting | 27 9:00am Piecemakers | 28 6:30am Women's Bible Study 6:30pm Confirmation Classes | 29 | 30 8:00am Men's Bible Study | 31 |

STAFF

| | | |
|--------------------------------|--|--|
| Pastor | Amanda Kempthorne | pastoramanda@salemtdwd.org |
| Office Manager | Laura Martin | office@salemtdwd.org |
| Financial Manager | Ruth Blum | finance@salemtdwd.org |
| Praise Team Coordinators | Becky Klingelhofer and Noreen Steinbrecher | |
| Pianist/Organist | Becky Klingelhofer | |
| Salem Ringers & Choir Director | Kevin Edstrom | kevin7903@hotmail.com |
| Director of Outreach | Jason Kempthorne | outreach@salemtdwd.org |
| Mustard Seed Manager | Jacob Walker | mustardseed@salemtdwd.org |
| Mustard Seed Asst Manager | Bev Kunz | |
| Mustard Seed Asst Manager | Debbie Olson | |
| Salem WEST Manager | | |
| Building & Grounds Manager | Dan Quinn | facilities@salemtdwd.org |

COUNCIL MEMBERS

| | |
|---------------------------|--------------|
| Warren Balfany | 612-790-6651 |
| Mark Boike | 218-349-2234 |
| Don Hales, Vice President | 320-267-7770 |
| Peter MacKay | 218-851-5601 |
| Terry Tichenor, Treasurer | 781-223-0258 |
| Jena Reed, Secretary | 218-670-0499 |
| Al Schiffler | 21-527-0086 |
| Paul Tesdahl, President | 218-851-6646 |
| Renee Voller | 763-242-6382 |