

## Salem Lutheran Church Council Meeting Minutes

July 27th, 2023, 5:00pm

We exist with God's help, to provide leadership for Salem Lutheran Church.

MSC=The motion was seconded and carried.

- Call to Order  
Members present: Don Hales, Terry Tichenor, Lynn Hanson, Jason Kempthorne, Mark Boike, Al Schiffler, Peter MacKay, Tina Royer  
Members absent: Pastor Amanda Kempthorne, Sherri Godfrey, Renee Voller
- Opening with Prayer by Don Hales
- Approval of the Agenda  
Motion to approve agenda of July 27, 2023, Council meeting. MSC.
- Approval of June 2023 minutes  
Motion to approve minutes of June 27, 2023, Council meeting. MSC
- June Financials  
Financials: Terry presented the status of Church financials and funds. He reported that several changes/adjustments needed to be made to the reports presented. Corrections will be made in the Equity Reserve and in Outreach budgets. Adjustments will also be made to Dedicated funds and the amount of "touchable cash" available.  
Personnel: Discussion took place regarding updating financial technology and clarifying parameters of the current Finance Director/Office Manager, in light of Ruth's "final" retirement.  
Outreach: Salem West and Mustard Seed continue to do well.  
Motion to approve July Treasurer's report. MSC.
- Pastor's Report  
No report
- Outreach Report/Summerfest  
Salem West: Jason reported some changes in staffing, which seem to be working well. A grant opportunity is being pursued in partnership with Common Goods that will provide equipment and resources to serve a larger number of communities and will also give West another revenue avenue.  
Driveway construction nearing completion. A last-minute issue with paving was resolved. Entrance and driveway will be open within the week.

Mustard Seed: This month's sales are down about \$1,000 from July 2022 due to road and driveway construction, but still ahead of projected income.

Summerfest: Jason reported that it is fast approaching and there is still a need for workers and Silent Auction items but is confident everything will fall into place.

- ✓ Security: Becky and Gary Guida will be in their camper to provide general security prior to and during the event.
- ✓ Food: Meatballs, Lefse, Hotdogs, Ice cream sundaes, Brownie Ice cream sundaes, Cookies and Water/Sodas will be available to purchase. A slight uptick in prices – the first in 8 years - Water/Soda will remain the same.
- ✓ There are no Sno Cones this year because there is no profit in selling them.
- ✓ Logistics: Tents and PS system ready to go. The freezer to be moved in place by July 30.
- ✓ All Council members are expected to work in some capacity during Summerfest



#### Old Business:

- Audit  
Tabled until the end of year.
- VBS Update  
45-50 children had a great experience! There were problems with technology, but everyone remained flexible and focused on the lessons and activities. There is a need to get younger volunteers who can someday keep the program going and growing.
- Men's Retreat  
It is reported that everyone had a very good time, lots of fish were caught, and Sherri made delicious cookies that were offered every day.
- Summer Fest  
Food Booth Schedule-there are still a couple of server spots to fill.

#### New Business:

- Church Budget Calendar: Don presented Salem's 2024 Stewardship and Budgeting process. The planning calendar commences in July 2023 when committees begin budget planning for 2024 needs. The following months, up until November, require the Finance Director, Outreach Director, Pastor Amanda, Salem working committees, and the Church council to identify responsibilities and needs. Required actions will occur and appropriate information will be disseminated to the congregation for general knowledge and/or approval.

- ✓ Please refer to the 2024 Stewardship and Budgeting process document for specifics on CWG, Budget Schedule
- CWG: the group will be formed and hold its initial meeting on August 14. Terry will work with Aimee regarding the compensation package.
- Budget Schedule: Budgets to be turned in to the church office by August 28.
- Nominating Committee: Committee must elect a chair. There are 3 vacancies needing to be filled. Terry Tichenor is required to step down after serving the maximum terms allowed. Renee and Al have each served one full term. Al will step down and Renee needs to be asked if she wishes to serve another term.
- Fall Worship Schedule: The Sunday worship schedule will remain at one 9:00 a.m. service.
- Rally Sunday September 10<sup>th</sup>. This kicks off our Fall calendar with the start of Sunday School as the main event. This year Rally Sunday falls on the same day as the national ELCA day of service titled, God's Work, Our Hands. Several Brainerd churches have a history of involvement in this, so we have decided to learn from them as we plant the seed of understanding at Salem. Next year we will conduct a day of service in our own congregation. It is like a "Mini Mission Day", where the service is held along with Sunday School, then an activity of service takes place in the afternoon.
  - ✓ Idea for this year: Help with packing meals. Not necessarily on that Sunday, but near Sept. 10 with the understanding it is a part of Rally Sunday.

There was a break in the regular Council meeting to call an Executive meeting.

- Executive Session: Don called an Executive Council session at 5:49 p.m. Motion to approve Executive session. MSC.
- Offering Counters: Motion made that offering is to be counted and deposited on Monday morning. Counters are to be volunteers of the congregation of SLC. If one or both counters are not available then the Finance Manager makes calls to the Executive Team in this order: President, Vice President, Treasurer, Secretary-to fill the vacant position(s). In the rare case where no one is available, the offerings are to be put in the safe to be deposited the next available day. MSC.
- Mail: Motion made that it is the responsibility of the Finance/Office (F/O) Manager to pick up the SLC mail. If the F/O manager is not available, a member of the Council will assume the responsibility. MSC.
- Motion made to end the Executive Session. MSC at 6:16 p.m.

Committee Reports:

- Capital Appeal – Lynn reported the committee has not yet met to evaluate the current process.
- Columbarium – No report

- Facilities – Al reported the lights in the sanctuary are giving off too much heat. It will take about \$500 to fix them, which will come out of the maintenance budget. All has been volunteering his time to mow the church lawn.
- Faith Formation – No report
- Memorial – No report
- Stewardship – No report
- Technology – No report
- Welcome – Tina reported that Music in the Park was a successful PR event. People came by to pick up brochures, ask questions, get candy, and Mustard Seed coupons.
- Worship and Music – No report

SOS Submission: A request was made to put a small table in a corner of the women's restroom. Terry offered to get a table and place it in the restroom.

Electronic sign: Please consider asking someone with some creativity and tech savvy to help Pastor Amanda create content and maintain the sign.

Announcements: Next Council Meeting August 24<sup>th</sup> @ 5pm. Exec Meeting August 15<sup>th</sup> @ 3pm.

A motion was made to adjourn. MSC

Closing Prayer

Respectfully submitted,

Tina Royer substituting for Sherri Godfrey