

Salem Lutheran Church Council Meeting Minutes

November 21, 2023, 6:30 pm

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

MSC=The motion was seconded and carried.

- Call to Order
Members present: Pastor Amanda Kempthorne, Lynn Hanson, Jason Kempthorne, Peter MacKay, Sherri Godfrey, Julie Fritz, Sylvia Hoge, Nathan VanRisseghem, Tina Royer
Members absent: Mark Boike, Don Hales
- Opening Devotion and Prayer by Pastor Amanda
- Welcome New Council Members: Julie Fritz, Sylvia Hoge, Nathan VanRisseghem. Discussion of all members stating who they are, why they are a part of Salem and Council, and why they enjoy membership in Salem.
- Duties of Council:
 - Expectations
 - Financial Oversight
 - Conflict of Interest
 - Council Job Descriptions
- Executive Committee Roles and Officer Elections:
 - President-Mark Boike
 - Vice President-Lynn Hanson
 - Treasurer-Sherri Godfrey
 - Secretary-Tina Royer
 - Motion made and seconded to approve the slate of officers named for the 2023-2024 year. MSC
 - Salem Lutheran Church designates the four members of the Executive Council as signers of banking accounts. All previously named signers will be removed from this role.
- Approval of Minutes:
 - Motion to approve minutes of October 2023, Council meeting. MSC
- Treasurer's Report: Explained the various financial reports and how to read them. Additional training will be provided so each council member has a working understanding of how the various budgets operate, what the different columns mean,

and how to understand the asset/liability relationship and its importance to church finances.

- Motion to approve October 2023 Treasurer's Report. MSC.
- Pastor's Report: Pastor Amanda informed members that her reports describe her recent past, present, and future actions and responsibilities. A Thanksgiving service is planned for Wednesday, then Advent begins December 3. Due to small numbers of Sunday School students, the children will assist with the December 17 service, and the 4th Sunday of Advent is also Christmas Eve. That day the 9:00 am service will be held, with Christmas Eve services set for 3:00 and 5:00 pm. January marks the start of Confirmation.
- Outreach Report:
 - The Mustard Seed is preparing for "Taste of Christmas", which will start November 24 & 25 this year. The Seed is on track to surpass projected sales.
 - Salem West has assisted over 500 referrals from various social service agencies, serving 946 individuals, and totaling at least 14,000 volunteer hours. The Outreach Impact Report is posted on a bulletin board by the Social Hall and shows more than \$240,000 has been allocated to the communities Salem serves. If Salem West volunteer hours and donations were paid ministries, calculations would put them at \$678,000+.
 - Jail Ministries-This year Outreach is offering pizza parties to inmates and giving them \$10 gift cards to offer family members Christmas gifts.
- Committee Reports: Church Council members will be serving on committees as follows
 - Capital Appeal – Lynn Hansen. Meets quarterly or as needed. Will meet with hired consultants to plan through 2025.
 - Columbarium – Don Hales. Meets 2X/year to determine policies and availability of sites. Also responsible for ensuring courtyard is maintained.
 - Facilities – Nate VanRisseghem. Meets quarterly to determine building projects and needs. Randy Holmwig will chair for 2024.
 - Faith Formation – Sylvia Hoge. Meets 2nd Tuesday of every month from 6:00 – 8:00 pm. Focuses on VBS, Confirmation, Sunday School, and Library.
 - Memorial – Peter MacKay. Meets as needed and at least 1X/spring to award student scholarships. Will also offer seed money for project proposals from church groups/committees/ individuals that support our mission and do not have a ready source of funding.
 - Stewardship – Lynn Hansen. Meets quarterly. Planning for the year starts in fall by showing how we serve in myriad ways. The primary message that is conveyed is that stewardship is our spiritual response to God by seeing our faith in action.

- Technology – Julie Fritz. Rarely meets. This committee determines our technology needs throughout the church and is primarily supported by massively discounted costs from Deerwood Technologies.
 - Welcome – Tina Royer. Meets as needed. Responsible for New Member Orientation and New Member Sunday and is involved in events and activities that promote Salem. Also plans all-congregation activities that foster sense of community within membership.
 - Worship and Music – Julie Fritz. Meets 1st Tuesday of every month @ 5:00 pm. Identifies hymns and music appropriate to liturgical season. Sets yearly practice and performance schedule of choir, bells, praise team, and special groups.
 - Outreach – Sherri Godfrey. The Outreach Governing Board meets the 3rd Tuesday of every month @ 1:00 pm. Jason and board members are responsible for all aspects of Salem West and Mustard Seed. Issues covered, but not limited to include – long range plans and strategies to achieve them, staffing needs, hours of operation, facilities, protocols for receiving goods and services, grant outreach, community partnerships, and so on.
- Unfinished Business:
 - Review of Annual Meeting – Thank you to Don Hales, Terry Tichenor, Renee Voller and Al Schiffler for their time and leadership as valued members of the council. Terry did an outstanding job of presenting the big picture of the budget and addressed the financial challenges Salem faces moving into 2024. The Salem annual report was requested to be available at this meeting, so will be available in January 2024.
 - Welcoming New Congregation Members – Glenn & Chrissy Swanson, Julie Fritz, Janine Mattfield, Mike & Katie McCormick. Motion to approve new members. MSC.
 - Remove from membership by request – Lyle & Mary Lobitz, Larry & Marinell Holst, Harry & Patty Kahnert, Greg and Kathy Meyer, Lisa Slepica.
- New Business:
 - Pastor Amanda Housing Allowance Designation for 2024 – Next month's agenda item.
 - Summerfest – Deerwood City has canceled it for 2024. Thoughts on how to proceed or replace income. - Budgeted as a \$10,000 income stream. \$5,000 each to Salem church and Salem Outreach. We will address this during the January Visioning process.
 - January Retreat – To be held on January 6, 2024, 9:00 am – 2:00 pm in the Fellowship Hall. We will work on a new strategic plan. Jason has a survey we can use to involve the congregation. Results will be used in our planning. Motion to

present a survey to the congregation to be used in our 2024 strategic planning.
MSC.

- Christmas Offering Designation – Motion to give loose offering from 3:00 & 5:00 pm Christmas Eve services to Lutheran World Relief. MSC.
- Christmas and Staff – Outreach (MS & SW) will be closed December 26 - January 2. Church offices will be closed Christmas Day, but otherwise open as usual. Motion to pay staff ½ day holiday pay during week of Christmas. MSC.
- Publish end of year donations in Connection, etc. - Inform congregation of Salem expenses and income for 2023. If members are using donations and pledges for tax purposes their payments must be into the church offices by December 31, 2023.
- SOS – No report
- Announcements:
 - Council has set meetings for the 4th Thursday of every month at 6:30 pm. However, the next scheduled meeting is Saturday, January 6, 2024 at 9:00 am for the purpose of strategic visioning for 2024.
 - Executive Board will meet on the 3rd Tuesday of every month at 3:00 pm. The next scheduled meeting is Tuesday, December 19th at 3:00 pm.

A motion was made to adjourn at 9:10 pm. MSC

Close in the Lord's Prayer

Respectfully submitted,

Tina Royer