

TRINITY LUTHERAN CHURCH
Council Meeting Minutes
January 18, 2022

MEMBERS PRESENT: Pastor Karri Anderson, Colleen Guilfoile, Sherry Holt, Diane John*, Cathy Johnson, David Johnson, Nancy Johnson, Michelle Kok*, Craig Martin, Leroy Mitchell, Pastor Terry Nordheim*, Jackie Otte, Gary Peterson, George Popa*, Linda Popa, Heather Wehrenberg.

* Members who attended via Zoom

MEMBERS ABSENT: None

GUESTS: Gail Seaver

MEETING CALLED TO ORDER: Meeting Called to Order at 7:00 P.M. by Craig Martin, President.

1. DEVOTIONS: Pastor Terry shared some stories about Clark and Margueritte Malcomson's 70th wedding anniversary celebration. He was touched by their special story as a married couple of seventy years and still going!

2. APPROVAL OF THE AGENDA:

MM by Leroy Mitchell to approve the agenda. MS by Colleen Guilfoile. MP.

3. ELECTION OF EXECUTIVE MEMBERS: Elections will be chaired by Craig Martin and voted in the following sequential order by paper ballot: President, Vice President, Treasurer (recommendation forthcoming by Exec. Comm. to be approved by oral vote), and Secretary. Those members on Zoom can call in their vote.

PRESIDENT--

- MM by Colleen Guilfoile to nominate Craig Martin for President. MS by Nancy Johnson. "Any other nominations?" was asked. There were no additional nominations, and an oral vote was taken to close nominations. Written ballots were collected, and members on Zoom signified their vote orally or by phone. Ballots were counted, and Craig Martin was elected President.

VICE PRESIDENT--

- MM by Cathy Johnson to nominate Colleen Guilfoile for Vice President. MS by Gary Peterson. "Any other nominations?" was asked. MM by Sherry Holt to nominate Jackie Otte for Vice President. MS by George Popa. "Any other nominations?" was asked. There were no additional nominations, and an oral vote was taken to close nominations. Written ballots were collected, and members on Zoom signified their vote orally or by phone. Ballots were counted, and Jackie Otte was elected Vice President.

TREASURER--

- The Executive Committee recommended Sherry Holt for Treasurer. An audible vote was taken to accept the recommendation, and the recommendation carried. Sherry was appointed Treasurer for 2022.

SECRETARY--

- MM by David Johnson to nominate Gary Peterson for Secretary. MS by Jackie Otte. "Any other nominations?" was asked. There were no additional nominations, and an oral vote was taken to close nominations. Written ballots were collected, and members

on Zoom signified their vote orally or by phone. Ballots were counted, and Gary Peterson was elected Secretary.

4. APPROVAL OF DECEMBER'S COUNCIL MEETING MINUTES:

- MM by Colleen Guilfoile to approve the December 2021 council meeting minutes. MS by Linda Popa. MP.

5. SENIOR PASTOR'S REPORT--Pastor Terry:

- The numbers are down for Sunday service attendance since the Covid variant started to spread. A single, weekly, in-person and live-streaming service at 9:00 will continue, alternating between Contemporary and Traditional service.
- "Tool Kit" meeting for congregation leaders is coming up in February.
- Baptisms are pending, and weddings and funerals are coming up in 2022.
- New member classes are scheduled for February 10th and 17th.
- Meetings and discussion about shut-in visitations, Caring Connection visits, and communion visits are ongoing.
- Book discussion groups (two groups) continue to meet weekly at 7:00 A.M. and 1:00 P.M.

6. ASSOCIATE PASTOR'S REPORT--Pastor Karri:

- Lenten series in the works--Sanctified Art
- Harvest Ministry Grant--there are four possibilities to apply for a grant:
 1. Evangelism
 2. Racial Justice
 3. Worshiping and Technology--interested in this category
 4. We Never Did This Before

7. COMMITTEE LIAISON REPORTS ROUNDTABLE:

- The committees are reminded to submit committee meeting reports to the council a minimum of quarterly.
- Special Projects--Coke:
 1. A draft of the new gift policy was passed out to the council.
 2. Witness and Outreach--new member class in February.
 3. Outreach Project--the Food Shelf needs paper products for January, and the committee is coordinating supplying those products.
 4. Pastor Karri will send the Green Space survey results to Coke and David.
- Service Ministry--Nancy: no report
- Adult Education--Linda: no report
- Stewardship--David: worked on the Fall Drive--there will be a report next month.
- Worship and Music--Gary:
 1. The committee continues to look for an organist.
 2. The 9:00 in-person and live stream Sunday service continues with good feedback.
 3. The Traditional Service music is picked by the Pastor who plans the service.
 4. The Contemporary Service music is chosen by Linda and the presiding Pastor.
- Children's Ed. and Youth--Jackie:
 1. A mom's room and a dad's room are opening.

2. Discussed the need to communicate plans for how changes are implemented going forward.
3. Need to discuss different program rotations, the new mom and dad space, and different ministries offered.

8. TREASURER'S REPORT--Sherry Holt:

- Preliminary Monthly and YTD Financial Report--2021 (December)
 1. Monthly Income--budget--\$47,011.99, actual--\$49,277.49
 2. YTD Income--budget--\$528,390.91, actual--\$475,119.73
 3. Monthly Expense--budget--\$43,605.64, actual--\$33,013.77
 4. YTD Expense--budget--\$528,390.91, actual--\$489,177.68
 5. Monthly Income Less Expense--budget--\$3,406.35, actual--\$16,268.72
 6. YTD Income Less Expense--budget--\$0.00, actual--\$-14,057.95

Sherry said that we will not have to transfer funds to cover the negative balance.

- Update of Audit Process--Twyla is closing out the books for 2021 and is waiting for information about endowments. The accountants have sent a timeline for what they want and when, and Twyla is sending information to them. The audit will start in February, and the report should be finished by June, 2022.
- Timely Payment Submissions--Receipts should be turned in at least quarterly. Bills should also be submitted in a timely way.
- Mindfulness of Committee's Budgets--Sherry is reminding all committees to be mindful of where funds are coming from before money is spent--it is also helpful to look at dedicated accounts first.

OLD BUSINESS:

9. ACTION/MOTION--Revised/Updated Fees for Audit--Sherry:

- There is an updated quote of \$7,800 plus some fees for the external audit. The original motion made and approved on April 20, 2021 was for \$7,500. A request was made for an amendment to that motion to approve funds of \$8,000. Coke Guilfoile accepted the amendment to approve funds of \$8,000. Craig Martin seconded the acceptance of the amendment. All in favor of the amendment were asked to say aye, and same for those opposed. The amendment passed.

10. MUSIC DIRECTOR CANDIDATE SELECTION UPDATE--Pastor Terry:

- The organist position is posted on the Synod website and with the Association of Lutheran Musicians Guild. There are no applicants at this point. Terry will talk to Kathy Handford (visiting organist) to see if she has any referrals for someone to fill in for the Traditional Service accompaniment.
- Other churches in our area are also looking for an organist without much success.

11. GIFTING POLICIES--Coke:

- Coke, David, and Twyla met to discuss a revised Gift Policy. The question was asked, "What is a gift vs. stewardship?"
- There are monetary gifts and memorial funds. In making a gift, the church needs to meet with people and determine if the gift is appropriate to the church within the parameters of the church's mission.

- If undesignated cash gifts are given in amounts over \$5,000, half would go into Endowment, and half into Dedicated Funds.
- The revised Gift Policy will go to committees for comments by February 10th, then any suggested changes can be emailed to different committees for input and also sent to Coke and David. A final copy will be brought to the next council meeting with any changes.

12. RESTART COVID UPDATE--Gary Peterson:

- ReStart has not met recently. The Committee continues to monitor Covid cases and related information and updates. They recommend wearing masks in person or to take advantage of online services.

NEW BUSINESS:

13. GAIL SEAVER, BUILDING RENOVATION COMMITTEE UPDATE:

- The congregation had previously approved Pearl Nelson Bequest Funds of \$460,000 on October 4, 2020. From February through October, the funds gained \$9,000 through investment.
- The committee will be meeting with the architect next week.
- A large part of the renovation budget will go towards HVAC, and we will need a filtration system added to HVAC due to the Covid virus. The committee is currently looking at two options for the renovation project, and they will be discussing those options with the architect. One option is working within the current footprint to update and improve the space. The second option is enlarging the current footprint to update and improve the space to meet current and future needs.

Gail submitted the following: The Trinity Lutheran Church Building Renovation Committee requests that the Church Council authorize the Building Renovation Committee to begin using funds from the dedicated Capital Improvement Fund, the 2020 Pearl and Elmer Nelson Bequest Task Force "Building and Facility Needs" fund, and the remaining funds left over from the Dedicated Building Fund.

MM by Leroy Mitchell to approve the Building Renovation Committee request as stated above by Gail Seaver. MS by Jackie Otte. MP.

14. UPDATE VARIOUS COMMITTEE ASSIGNMENTS AND COUNCIL MEMBER CONTACT INFO:

- Craig asked the council members to select three committee preferences and turn them in to him. The Executive Committee will assign one of those choices to each member by the next council meeting. He also asked members to check the contact list for up to date phone numbers and email addresses.

15. COUNCIL INSTALLATION DURING WORSHIP ON JANUARY 30, 2022:

- The council members will be introduced to the congregation during the service on Sunday, January 30.

16. ACTION/MOTION--Request for Housing Allowance:

- It is the recommendation of the Executive Committee to accept the housing allowance for Pastor Terry and Pastor Karri.

MM by Craig Martin asking for council approval for Pastor Terry's housing allowance as submitted. (for \$27,000) MS by Nancy Johnson. MP.

MM by Craig Martin asking for council approval for Pastor Karri's housing allowance as submitted. (for \$24,000) MS by Nancy Johnson. MP.

17. ACTION/MOTION--MISSION INVESTMENT FUND RESTRUCTURE--Sherry:

- All three investment funds became due this month. The Finance Committee met and their recommendation is to merge the three accounts into a demand checking account until the interest rates go up and then re-invest the funds at that time. This will allow some flexibility as rates change.

MM by Sherry Holt to move the three CDs into a demand checking account at .50% interest and continue to discuss it monthly. MS by Jackie Otte. MP.

18. SPECIAL BUDGET MEETING--Sherry:

- Sherry handed out two budget options. The Finance Committee made a recommendation for option #2. There was discussion on the option differences, and several council members were divided on which option, if either, was best. There could be room to make some changes. The discussion was tabled until January 30th.

MM by Leroy Mitchell to come back in a couple weeks for a special meeting to decide on option one or option two. MS by Colleen Guilfoile. MP.

- Meanwhile, council members can have more time to look over the budget options and then a budget decision can be made at the special meeting.

19. OTHER: The Annual Congregational Meeting is scheduled for February 27, 2022.

MM by Colleen Guilfoile to adjourn the meeting. MS by Nancy Johnson. MP. Meeting adjourned.

CLOSING PRAYER: Craig led members in the Lord's Prayer.

MINUTES SUBMITTED: Minutes Submitted by Cathy Johnson, Secretary.