

TRINITY LUTHERAN CHURCH
Church Council Minutes
October 19, 2021

MEMBERS PRESENT: Pastor Karri Anderson, Colleen Guilfoile, Sherry Holt, Cathy Johnson, David Johnson, Nancy Johnson, Craig Martin, Leroy Mitchell, Pastor Terry Nordheim, Jackie Otte, Gary Peterson, Linda Popa, Katie Roche, Heather Wehrenberg

MEMBERS ABSENT: None

GUESTS: None

MEETING CALLED TO ORDER: Called to order at 7:03 P.M. by Craig Martin, President

1. DEVOTIONS: Pastor Terry--discussed chapter four from "Reclaiming the "L" Word"
2. APPROVAL OF THE OCTOBER AGENDA:

MM by Katie Roche to approve the October agenda. MS by Nancy Johnson. MP.

3. APPROVAL OF THE SEPTEMBER COUNCIL MINUTES:

- A council member noted a spelling correction needed under agenda heading #5, Senior Pastor's Report. The coffee shop name referred to is "Northwoods Roasterie" coffee shop", not "Northwoods Rotisserie" coffee shop".

MM by Colleen Guilfoile to approve the amended September Council Meeting Minutes with the spelling correction of "Northwoods Roasterie". MS by Katie Roche. MP.

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

- November 7th is All Saints Sunday--remembering those who have passed. November 14th is the Ritual of Celebration and Remembering--Trinity's 120th Anniversary. November 21st is the Ritual of Commitment, Hope, and Promise.
- There is a coffee hour and adult education following the service each week.
- Staff interviews have been completed.
- Outreach Coordinator position update--see more below under OLD BUSINESS, #8-- Outreach Coordinator Position Update.
- There are baptisms and weddings coming up. Hospital visits are not taking place yet, and there is a funeral scheduled.
- The Building Renovation Committee will meet in the last week of October.

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

- Pastor Karri said she has completed boundary training, attended the Bishops Theological Conference, and has started a new, fifty-two week book study on Thursday afternoons. Books for the study are available in the office.

6. TREASURER'S REPORT--Sherry Holt-Monthly Financial Report:

- September Income: Budget--\$43,011.72, Actual--\$26,737.59
September Expense: Budget--\$44,004.57, Actual--\$45,581.46
September Income less Expense: Budget--(\$992.85), Actual--(\$18,843.87)
- Year to Date Income: Budget--\$394,555.48, Actual--\$353,037.38

Year to Date Expense: Budget--\$395,129.88, Actual--\$356,336.76
Year to Date Income less Expense: Budget--(\$574.40), Actual--(\$3,299.38)

OLD BUSINESS:

7. UPDATES OR DISCUSSION RELATED TO COVID-19 RECOMMENDATIONS--Gary Peterson:

- Currently, there is no need for ReStart to meet--no changes yet, but the ReStart Committee is still tracking Covid cases. So far, there have been no reported cases in Trinity.

8. OUTREACH COORDINATOR POSITION UPDATE--Pastor Terry/Katie:

- Pastor Terry said there were three applicants, and all were excellent candidates who are rooted and connected in the community. The interview committee came to a consensus to recommend Katie Roche for the position.

MM by Craig Martin to recommend hiring Katie Roche as the Outreach Coordinator contingent on her acceptance. MS by Colleen Guilfoile. MP.

- Katie accepted the position as Outreach Coordinator. Pastor Terry will draft an offer letter. Katie agreed to finish out her 2021 term on the Executive Committee and wrap up some pending business.

9. MUSIC DIRECTOR CANDIDATE SELECTIONS UPDATE--Pastor Terry/Katie:

- There have been two candidates with two rounds of interviews--the first interview was with staff and the second one was with the staff and musicians at Trinity. One candidate stands out at this time. That candidate plays the organ, piano, is a choral director, and could fulfill the music needs at Trinity. The candidate does not live locally, and the logistics, budget, and timeline for hiring are topics for further discussion.

10. PLANS FOR BONNIE HOUGER'S RETIREMENT--Sherry:

- There will be celebration and fellowship time honoring the years of dedicated service Bonnie has given to Trinity and to so many other people. Several ideas and details were discussed.

MM by Sherry Holt to approve a \$1,000 gift card for an Airbnb taken from Undedicated Funds. MS by Colleen Guilfoile. MP.

11. FALL CONGREGATION MEETING REVIEW--Minutes and Actions:

- Ratified New Constitution--Craig thanked Coke for all her hard work on the Constitution over the past year. The Congregation ratified the updated Constitution, Bylaws and Continuing Resolutions at the Fall Congregational Meeting on October 10, 2021.
- Elected Six New Council Members for 2022--
 1. George Popa
 2. Michelle Kok
 3. Diane John
 4. Colleen Guilfoile
 5. Sherry Holt

6. Nancy Johnson

We now have a full Council with fifteen members.

12. BUILDING RENOVATION COMMITTEE UPDATE:

- Pastor Terry introduced the Building Renovation Committee-
 1. Jon Meredith
 2. Gail Seaver
 3. Jenna Wojcik
 4. Brian Nielsen
 5. Matt Mitchell
 6. Joe Thimm

They would like to see another female join the Committee. Their plan is to meet next week.

NEW BUSINESS:

13. ACTION/MOTION--EXECUTIVE COMMITTEE RECOMMENDATION--Staff Salary Increase--Katie:

- The Executive Committee made recommendations for increases in staff salary.

MM by Katie Roche to use up to \$6,000 from the staffing monies of the Bequest Fund to cover staff salary increases for fiscal year 2021 for Pastor Terry, Linda, and Twyla. MS by Colleen Guilfoile. MP.

- Katie said we will plan on continuing pay increases over time to catch up with Synod guidelines.

14. ACTION/MOTION TO INCREASE HOURS FOR TWYLA AS BOOKKEEPER:

MM by Katie Roche that based on Twyla's job performance review and looking forward to happenings in 2022 such as the preparation for the External Audit and action needed as a result of the External Audit's findings, as well as working with and being trained on the new accounting software program, that there be an increase of up to sixty-five hours per month in Twyla's hours.

Katie amended the motion by adding "up to an average of sixty-five hours per month in a fiscal year".

The amended motion is seconded by Colleen Guilfoile.

The Executive Committee recommends that we give Twyla the flexibility to work up to an average of sixty-five hours per month in a fiscal year as needed.

The amended motion to include the Executive Committee recommendation is seconded by Colleen Guilfoile. MP.

15. DISCUSSION/CHARGE--Special Project Committee Review of Gift Giving/Spending Policies:

- Coke and David will check policy information.

16. 2022 BUDGET PROCESS BEGINS--Review Budget Process and Council Responsibilities--Sherry:

- The Finance Committee took a first look at the 2022 budget. Sherry passed out a document for each committee to review and make their recommendation for their 2022 budget. Forms are due to Sherry by November 7th.

17. OTHER:

- Leroy said the main water heater needs to be replaced, and the estimate is between \$1,300-\$2,000. The funds can come out of Property.
- The siding on the steeple has blown off one side. Leroy contacted a couple contractors, and he should have some bids by next week. The funds can come out of Endowment money for property. More funds may be needed.

MM by Nancy Johnson to adjourn. MS by Colleen Guilfoile. MP. Meeting adjourned at 9:11 P.M.

CLOSING PRAYER: The Lord's Prayer

Minutes Submitted by Cathy Johnson, Secretary